

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION
June 27, 2016**

A work session of the New Hanover Township Board of Supervisors was held on Monday, June 27, 2016 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Philip Agliano, Ralph Fluharty, Marie Livelsberger and Charles Garner Jr. Andrew Kelly was absent. Township Solicitor Andrew Bellwoar, Engineer Dennis Leh, and Eileen Pogany were also in attendance. Chairman Philip Agliano called the meeting to order at 6:37 PM and announced that there had been an executive meeting prior to the work session and that a personnel matter had been discussed with no action being taken.

Review of Bill List – Mr. Charles Garner questioned the \$13,000 item on the bill list and was advised that it was to purchase a John Deere gater replacement for use by the Authority.

Review of Agenda – Solicitor Bellwoar asked that an item be added to the agenda transferring funds for the Country Meadows Subdivision to Customers Bank.

POLICE DEPARTMENT COMMENDATIONS – presented by Police Chief McKeon

Recognized for efforts and saving the life of an infant were: Police Officers Dennis Psota and Michael Salvo and additionally Chief Garry Schmoltze, Kim Gennaria, and Chad Quinter from Gilbertsville Area Community Ambulance as well as Jamie Haines and Tom Snyder from Goodwill Ambulance.

Recognized for lifesaving of an adult by using Narcan were Police Officers Bradley Shup, Keith Youse and Detective Dekkar Dyas as well as Chief Garry Schmoltze, Kim Gennaria, and Barbara Pisch from Gilbertsville Area Community Ambulance.

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 27, 2016**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Monday, June 27, 2016 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Chairman Philip Agliano, Ralph Fluharty, Charles Garner Jr., and Marie Livelsberger. Andrew Kelly was absent. Township Manager Kevin Tobias, Solicitor Andrew Bellwoar, Engineer Dennis Leh, and Eileen Pogany were also in attendance. Chairman Philip Agliano called the meeting to order at 6:45 PM and led in a Salute to the Flag.

ANNOUNCEMENTS – Chairman Philip Agliano announced that the following items are available on the counter in the rear of the meeting room: attendance sign-in forms for the official record of who is in attendance, agendas for the public, a notebook containing meeting procedures, a notebook containing approved minutes from prior meetings, and a notebook containing prior meeting bill lists. He added that the Board of Supervisors will give an opportunity for public comment prior to any official action, that non-agenda items from the floor will be addressed after all business items are completed, and that one person speaks at a time with a five minute time limit at the discretion of the Chairperson. No one stated that they were taping the meeting.

UPCOMING TOWNSHIP MEETING SCHEDULED – Eileen Pogany

July 11	Board of Supervisors	6:30 pm
July 20	Sewer Authority - 2990 Fagleysville Road	6:30 pm
July 25	Board of Supervisors - Historic School House	6:30 pm
August 3	Recreation Committee - 2373 Hoffmansville Road	6:30 pm

PRESENTATION OF CURRENT BILLS

Bill List #12 –dated 06-15-16

General Fund 01	\$ 175,271.99
Fire Tax Fund 03	\$ 2,730.19
Open Space 04	\$ 0.00
Sewer Operating Fund 08	\$ 60,593.24
Sewer Capital Fund 10	\$ 0.00
Trans. Impact Fund 13	\$ 0.00
Capital Fund 19	\$ 3,775.00
State Liquid Fuels Fund 35	\$ 18,232.81
Escrow Fund 40	\$ 24,810.55
Recreation Fund 96	\$ <u>7,145.89</u>
Total	\$ 292,559.17

Charles Garner Jr. **moved** to approve payment of bill list #12 in the amount of \$292,559.17 and advance the treasurer the monies for utilities and payroll for the coming month. Motion was **seconded** by Ralph Fluharty and **carried 4-0**.

MINUTES – Charles Garner Jr. **moved** to approve the June 2, 2016 regular meeting minutes contingent upon a correction being made to the motion of Marie Livelsberger to authorize the initiating of the RFP process for the defined contribution plan. Charles Garner Jr. **seconded** the motion and it carried 3-0 with Philip Agliano abstaining since he had not been in attendance.

TREASURER’S REPORT – Ralph Fluharty

Road Improvements - Mr. Fluharty referred to his spreadsheet showing that four roadways, seven miles have been have been improved at less than the cost budgeted including: East side of Little, Mock, and Cross Roads. The West side of Little Road will be completed in a joint project with Douglass Township. Mr. Fluharty stated that the Public Works Department is doing

a good job and he wants to continue using the spreadsheet format to track projects, expenses etc. Mr. Fluharty stated that he believes the Township needs to continue improving roadways which are in poor condition and would like to include improvements to New Hanover Square Road. It was noted that it had been agreed upon during preparation of the 2016 budget that no additional project expenditures needing funding from the General Fund would be approved. Dennis Flynn reported that a bid has been received by E J Breneman for a recycling project on New Hanover Square Road at a cost of \$174,847.50 which is less than the \$275,000 originally budgeted due to drop in cost of asphalt. During discussion as to whether to proceed with the recycling project knowing that construction equipment may damage the roadway during bridge replacement, it was noted that the bridge replacement likely will not take place until 2022, that the bridge has been posted for weight limitations and is monitored by the police, and that any damage to the roadway during bridge replacement will be the responsibility of the contractors. It was noted that \$170,000 expended for the Little Road improvements was taken from the Township's reserves. Charles Garner, Jr. **moved** to award the bid for the recycling project for New Hanover Square Road to E J Brennan, **seconded** by Marie Livelsberger and carried 3-1 with Ralph Fluharty voting no.

Job Descriptions – Mr. Fluharty thanked the Salary Board for their research on job descriptions and salary recommendations; to be discussed later in the meeting.

DEPARTMENT REPORTS:

Finance Department – Cindy O'Donnell reported that the monies received prior to 2008 for the trailway was deposited in Road Machinery Fund and that adjustments will need to be made. Chairman Philip Agliano stated that he wants to assure that the money is used properly.

Code Enforcement – Jim Wozniak – written report

Police Department – Chief Kevin McKeon reported 419 calls for service, 11 assists to other departments, continued traffic enforcement, 15 accidents total which includes 3 reportable accidents, 15 criminal complaints with 11 arrests, continued vehicle maintenance and no citizen complaints to date.

Public Works Department – Dennis Flynn requested approval to advertise selling of old plow cutting edges in addition to publishing in MuniBid and anticipates that approximately \$1,000 could be collected; if permission is given. He also stated that the Township has a 22 year old fuel pump which is in need of repairs estimated at a cost of \$6,000. and stated that the expense was not been included in the 2016 budget; he advised that this pump is used by the fire company. Board of Supervisors did not authorize the expenditure but asked that each Supervisor be contacted in the event the pump fails.

Recreation Department – Connie Garner said recreation activities are going well including the Hickory Park pool. Scheduled activities include a park contest, lacrosse camp, 3 fitness nights, a blood drive, family fun night and a Golf outing. She advised that Pavilion No. 3 at Hickory Park is in need of repairs which have not been budgeted for this year and encouraged the Supervisors to visit each park. Mrs. Garner also asked for permission to hire Nicholas Gilbert as a lifeguard and motion to hire Mr. Gilbert has made by Marie Livelsberger, **seconded** by Ralph Fluharty and **carried 4-0**.

Sean from the Optimist Club was present stating that the club has spent \$100,000 over a period of time to improve the park, is proud of the professional appearance and is requesting permission to locate a storage facility in the park to protect the equipment. Connie Garner stated that she has no problem with allowing the shed and Philip Agliano stated that the Board had no objection.

New Hanover Sewer Authority- Greg Rapp reported that he confirmed that the property located at 1880 Hoffmansville Road is included in the Act 537 Plan and that no action is needed by the Board of Supervisors. Mr. Rapp also advised that he received a request for sewer service to 2507 Sanatoga Road which is just outside the designated area for the Act 537 plan. It was noted that if the Act 537 plan needed to be revised to include this property, it would be very costly and could set a precedent for other requests and that boundary lines are sometimes drawn to restrict development. Mr. Rapp advised that the Department of Environmental Resources has asked the Authority if they would be willing to add this property and Attorney Bellwoar stated that options other than updating the Act 537 may be available and that he would research the matter.

SOLICITOR'S REPORT – Andrew Bellwoar (Siana, Bellwoar, McAndrew) stated that a request has been made by Paul W. Moyer and Sons, Inc. to transfer their letter of credit from BBT to Customers Bank. Charles Garner, Jr. **moved** to acknowledge and authorize the transfer of funds to the Customers Bank. Motion was **seconded** by Marie Livelsberger and **carried 4-0**.

Attorney Bellwoar suggested that a search for a manager could be conducted at the Meyner Center for local government at Lafayette College. Marie Livelsberger **moved** to hire the Meyner Center at Lafayette College for the manager search at a rate of \$85.00 per hour and not to exceed \$7,000. Motion was **seconded** by Philip Agliano and **carried 4-0**. Charles Garner Jr. stated that it is important to take some time to hire a person suited for the position. It was decided that a committee of Andrew Kelly and Charles Garner, Jr. meet on Wednesday, July 6 at 8:00 AM to interview applicants to fill the manager's position on an interim basis and to handle any other business as may come before them.

Attorney Bellwoar stated there are some items in the Act 44 needing consideration.

ENGINEER'S REPORT – Gilmore and Associates - David Leh reported that he had forwarded a punch list for all phases at Windlestrae to the Gambone Organization and had also prepared a punch list for the sewer items. He advised that construction has begun on Phase 1 off Moyer Road for the Zavitsanos tract. He has received a subdivision/land development submission for the New Hanover Township Center which may be ready for discussion at the August Planning Commission meeting.

BUSINESS FOR DISCUSSION OR ACTION:

Resolution No. 24-16: Charles Garner Jr. **moved** to approve the sewage facilities planning module for Renninger Phase D subdivision subject to the posting of the required escrow. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Resolution No. 25-16: Marie Livelsberger **moved** to approve an amendment to the New Hanover Township Articles of Incorporation to extend the life of the Authority 50 years to

May 11, 2066 in order to obtain financing. Charles Garner Jr. **seconded** the motion and it **carried 4-0**.

Resolution No. 26-16: - N.H.T.P.C. # 789 Pupillo - Philip Agliano **moved** to grant final/preliminary subdivision plan approval as recommended with conditions. Charles Garner Jr. **seconded** the motion and it **carried 4-0**.

Resolution 27-16: Charles Garner, Jr. **moved** to approve the revised job descriptions as reviewed by Labor and Employment Counsel Attorney provided the salary ranges are removed from the job descriptions. Marie Livelsberger **seconded** the motion and it **carried 4-0**. Attorney Bellwoar will prepare a salary schedule.

Motion was made by Charles Garner Jr. to adopt the Harassment Policy and to issue a copy to all township employees requesting a signed acknowledgement from each employee. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Green Light Go Grant - tabled.

Kingston Hill IV Bond: Ralph Fluharty **moved** to accept the bond offer of \$485,000. for Phases II and IV not completed by THP and adopting **Resolution No. 27-16**. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Township Building Roof Repair: Award of bid for roof repair of township building was tabled for further consideration.

Public Works Hiring: Marie Livelsberger **moved** to hire Derek Day starting June 28 and Thomas Vance starting July 11, 2016 at a starting salary of \$17.50 per hour. Ralph Fluharty **seconded** the motion and it carried 3-1. Charles Garner Jr. stated he is concerned that there is a supply of work for two additional full-time employees.

Promotions of Jay Smith to Road Foreman at a rate of \$23.76/hr. and Robert Rinehart as crew leader at a salary of \$19.00/hr. were deferred for discussion at executive session to follow the regular meeting.

Stormwater Escrow Release: Motion was made by Philip Agliano to authorize release of stormwater escrow monies for 257I Hill Road Hill Road in the amount of \$722.25 and for 2561 Hill Road in the amount of \$174.75. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

Pligit P Card: Charles Garner Jr. **moved** to table use of this card until a later time. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

New Road Maintenance: Residents of New Road were present saying that their road is narrow and accommodates one lane of traffic only and that it is very dusty. They stated they have been promised oil and chip treatment numerous times and each time are given a reason why it cannot be accomplished and typically are told there are not sufficient funds. They stated that at one time school buses were not permitted on the roadway and now school buses are seen four times each day. Dennis Flynn was asked to see if he can help with the problems.

BUSINESS FOR ACTION ON 90 DAY TIME LIMITATION WAIVERS – Charles Garner, Jr. **moved** to approve extension of time limit requests to N.H.T.P.C. Nos. 709, 714, and 786. Marie Livelsberger **seconded** the motion and it **carried 4-0**.

N.H.T.P.C. #709	Trotter's Gait	54 lots	07-15-2016
N.H.T.P.C. #714	James Carroll Ph II	3 lots	07-20-2016
N.H.T.P.C. #786	DePallo	2 lots	07-15-2016

CORRESPONDENCE

- N .H .T .A. Minutes April 20, 2016 & May 18, 2016 - Philip Agliano stated that he appreciates receiving minutes of Authority meetings.
- Montgomery County Planning Commission – asking the Township to contribute to the cost of purchasing the Anthony Mashintonio Farm to be included in the preservation program. The Township has not contributed previously and has not budgeted to support the County program. Solicitor Bellwoar will advise the County.
- Good Day Run – Perk-Up Half Marathon - Chief McKeon stated that provisions for the event have been arranged.
- Limerick Township Police Department requested assistance with their fireworks and their correspondence will be forwarded to the fire police captain.

COMMENTS FROM THE FLOOR

Peter DePallo's engineer was present asking the Board of Supervisors to revisit the four waiver requests as listed in the February, 2016 letter which include bikeway, curbing, sidewalk and road widening. He explained that installation of the mentioned improvements would increase impervious surface coverage, create an island in the middle of the street where no other such improvement have been added, would create a dangerous mid-block crossing and sightline problem. Total estimated cost of improvements would be \$31,670 for a simple 2-lot subdivision. Engineer David Leh stated that he does not think it is appropriate to require these improvements at this location. Supervisor Charles Garner, Jr. suggested that, in this circumstance, good judgement may be warranted. Developer was asked to suggest a compromise.

Celeste Bish of Finn Road thanked the Township for paving Little Road

SUPERVISOR COMMENTS

Charles Garner Jr. mentioned that additional members are needed on various committees including the Planning Commission and Zoning Hearing Board and that the Township has received interest from several residents who are willing to serve. It was suggested that the applications be distributed to the chairpersons where openings exist and that the respective Boards and Commission have an opportunity to review qualifications and make recommendations to the Supervisors for appointments.

Charles Garner Jr. responded to the comments of the residents on New Road who stated they had repeatedly received promises for road improvements which have not taken place. Mr. Garner stated that promises should be kept and that improvements to New Road should be included in the upcoming budget.

Ralph Fluharty stated that he wants to see roadway maintenance even if it requires funding from the Township reserves.

Regular meeting adjourned to executive session at 9:18 PM with an announcement being made that a decision may be announced on a personnel matter.

Regular meeting reconvened at 9:40 with Ralph Fluharty **moving** to promote Jay Smith as Public Works Foreman at an hourly rate of \$23.76 and to promote Robert Reinhart to crew leader at an hourly rate of \$19.18. Philip Agliano **seconded** the motion and Charles Garner Jr. and Marie Livelsberger voted "no" – the motion failed.

Charles Garner Jr. **moved** to adjourn the regular meeting at 9:45 PM.
