

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION
DECEMBER 29, 2016**

A work session of the New Hanover Township Board of Supervisors was held on Thursday, December 29, 2016 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Philip Agliano, Andrew Kelly, Charles Garner Jr., Marie Livelsberger and Kurt Zebrowski. Township Manager Jamie Gwynn, Township Solicitor Andrew Bellwoar, Planner Adam Supplee, and Eileen Pogany were also in attendance. Engineer David Leh was absent. Chairman Philip Agliano called the meeting to order at 6:35 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 Agenda – Manager Gwynn asked that adoption of Resolution No 37-16 be added to the agenda adopting the Real Estate Tax Levy for 2017.

Review of Bill List – No. 19

Mr. Charles Garner commented on the bill for the Labor Counsel and hoped the Township would not be needing this expense in the future.

New Hanover Town Center aka Wynstone Town Center - Ben Goldthorp

Mr. Goldthorp stated that he previously appeared before the Board in March and that they have been working with the Planning Commission and offered to give an updated overview of the project. New plans are expected to be submitted in January showing the changes needed to comply with consultants comments and is hopeful that a revised preliminary plan approval can be achieved by March 2017. Mr. Garner questioned how much of the 208 acres is residential and how much area is dedicated to commercial/retail; Mr. Goldthorp did not have an answer. Mr. Garner also asked what a revised preliminary plan is since there have been a number of changes since 2012. Mr. Goldthorp stated that when revisiting the 2012 plan it was determined not to be in the best interest of the Township and the plan was recreated to become a better plan while still retaining the prior approval and a resolution will be needed to approve the revised plan. Mr. Goldthorp stated that housing styles will include age targeted single homes and a club house on the west end of the project, twin homes, traditional 3 story townhomes, 24' townhomes, stacked townhomes near the retail area and retail on the 1st floor with residential two stories above the retail. Mr. Garner stated that the project has a huge impact on the Township and also on the region and that he has many questions and is especially concerned about the high density and congestion on Swamp

Pike. Parking in parking areas is public, there are no reserved spaces or lots. Mr. Goldthorp believes that accommodations for parking are sufficient. Mr. Supplee stated that the Township has a restrictive code regarding parking which regulations have been met and also commented that parking places for bicycles etc. have been provided in the gardens and amenities. Additional traffic lanes, up to five lanes, will be provided along Swamp Pike. Sergeant William Moyer asked if rentals will be permitted and was told that homes will have individual owners and not restricted to owner occupied-residential home rentals by builder could be restricted. He was advised that retail would have options such as lease, purchase of lot etc. John Auman of 3624 Church Road commented that the project is massive in size and thinks one-half the number of homes would be more reasonable. Susan Kreiner of 2478 Swamp Pike stated that she has difficulty entering onto Swamp Pike from her home due to the volume of traffic on Swamp Pike and asked Mr. Goldthorp if he has had conversations with the school board and also Douglass Township. She asked Mr. Goldthorp if he experiences guilt due to the conditions involved and Mr. Goldthorp stated that his business is development and that he believes there are also some positives. Ross Snook of 2395 Sanatoga Road asked if the highest point of floodplain was known and Mr. Goldthorp stated that he is aware of floodplain areas but did not know the elevations. Ralph Fluharty of 2120 Little Road asked if fire trucks will have sufficient room to navigate and was told that the applicant has been working with the fire company to assure adequate area for the vehicles.

**NEW HANOVER TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 29, 2016**

The regular monthly meeting of the New Hanover Township Board of Supervisors was held on Thursday, December 29, 2016 at the New Hanover Township Municipal Building, 2943 North Charlotte Street, Gilbertsville, PA 19525. Present were Supervisors Philip Agliano, Andrew Kelly, Charles Garner Jr., Marie Livelsberger and Kurt Zebrowski. Township Manager Jamie Gwynn, Township Solicitor Andrew Bellwoar, Planner Adam Supplee, and Eileen Pogany were also in attendance. Engineer David Leh was absent. Chairman Philip Agliano called the meeting to order at 7:08 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:

Jan 03, 2017	Board of Supervisors - Reorganization	6:30 pm
Jan 04, 2017	Recreation Committee (2373 Hoffmansville Road)	6:30 pm
Jan 04, 2017	Auditor's Organization meeting	8:00 am
Jan 05, 2017	Zoning Hearing Board	6:30 pm
Jan 10, 2017	Environmental Advisory Board	6:30 pm
Jan 11, 2017	Planning Commission	6:30 am
Jan 18, 2017	Sewer Authority (2990 Fagleysville Road)	6:30 pm
Jan 23, 2017	Board of Supervisors	6:30 pm

DEPARTMENT REPORTS:

Finance Department – Kaleena Breitbarth reported that she has provided the Budget vs. Actual report and that the Township received \$93,000 over what was budgeted. Also to date, the Township is under budget on expenses by approximately \$50,000 for 2016. Chairman Philip Agliano stated that he wants to assure that the money is used properly.

Code Enforcement – Jim Wozniak provided a written report but was not in attendance.

Police Department – Sergeant William Moyer reported 420 calls for service, 18 assists to other departments, received 5 assists from other departments, issued 171 traffic citations, 3 DUI arrests, 23 criminal arrests, 5 adult arrests, patrol mileage was 8,000 miles, continue vehicle maintenance and department is moving forward.

Public Works Department – Dennis Flynn reported that his department has been engaged in doing tree trimming, right-of-way maintenance, clearing of snow and ice and also collection and chipping of Christmas trees. He stated that the bids for the grader and truck advertised for sale did not meet the reserve and that he has readvertised.

Recreation Department – Connie Garner said recreation activities are going well and include 23 donations of pints of blood from the blood drive. Scheduled are a Rubber Duckie Birthday event on January 13, and a Winnie the Pooh Event on January 18. She stated she had a number of maintenances repairs at the building.

ENGINEER'S REPORT – reported by Jamie Gwynn – Review of New Hanover Township Center land development continues, a basin/stormwater control will be constructed in the Woodfield development in spring, punch list has been prepared for solicitor's use in negotiating escrow fund release, and Wassmer Tract site improvements are being completed jointly with the Township Public works Department and Metropolitan Development Corp.

PLANNER'S REPORT – Adam Supplee reported that he has reviewed plans for the Wynstone/New Hanover Town Center project. He stated that he is also working with Manager Gwynn and James Wozniak to update the GIS system to provide additional maps and also reviewing the draft codification of the Township code.

SOLICITOR'S REPORT – Andrew Bellwoar (Siana, Bellwoar, McAndrew)

Solicitor Bellwoar stated that he had no action items at this time.

MANAGER'S REPORT – Manager Jamie Gwynn provided a brief summary of his background stating that his employment with New Hanover Township began December 5, 2016 and that he needed to assume responsibilities for many things and now has an understanding of how things are in the Township. He believes the Township has stellar consultants, that the Board of Supervisors are open-minded, and that the Township has a good staff. He complimented the Public Works Department for doing a great job clearing the roads following the snow and ice, stated that he was impressed with the cleanliness and staff at the wastewater treatment facilities, stated that Connie Garner has been having a rough time with maintenance issues at the recreation building, that Kaleena Breitbarth has been a breath of fresh air, and that working with Eileen Pogany as a partner has seen him through a rough month; he thanked everyone and is looking forward to what he believes is an amazing opportunity.

CONSENT ITEMS

Approval of Minutes – November 28, 2016 Work Session and Regular Meeting Minutes were approved by **motion** of Andrew Kelly, **seconded** by Charles Garner Jr., and **carried 5-0**.

PRESENTATION OF CURRENT BILLS

Bill List #19 –dated 06-15-16

General Fund 01	\$ 104,032.22
Fire Tax Fund 03	2,755.00
Open Space 04	\$ 0.00
Sewer Operating Fund 08	\$ 105,200.57
Sewer Capital Fund 10	\$ 79,620.75
Trans. Impact Fund 13	\$ 0.00
Capital Fund 19	\$ 0.00
State Liquid Fuels Fund 35	\$ 8,837.03
Escrow Fund 40	\$ 36,134.30
Recreation Fund 96	<u>\$ 7,587.73</u>
Total	\$344,167.60

Kurt Zebrowski **moved** to approve payment of bill list #19 \$344,167.60 with the exclusion of \$274.55 to reimburse the Recreation Director for expenses. Marie Livelsberger **seconded** the motion and it **carried 4-0** with Charles Garner Jr. abstaining. Marie Livelsberger **moved** to approve payment of Bill List No. 19 in the amount of \$344,167.60 and advance the treasurer the monies for utilities and payroll for the coming month. Motion was **seconded** by Kurt Zebrowski and **carried 5-0**.

John Auman of 3624 Church Road inquired about the expense of \$6,000. to Lafayette College and was told that it was the fee for the manager search to the non-profit Minor

Center of Lafayette College which had been approved by the Board previously not to exceed \$7,000. A background check was also done at a cost of \$3,000. for Manager Gwynn.

NEW BUSINESS

Escrow Release – **Motion** to approve escrow release #1 for 1812 Big Road LPM in the amount of \$47,093.25 and escrow release #9 in the amount of \$95,152.23 for Windlestrae Phase VI was made by Charles Garner Jr., **seconded** by Andrew Kelly and **carried 5-0**.

90-Day Time Limitation Waivers for N.H.T.P.C. #709 (Trotter's Gait), #730 (Bart Golf Club), #754 (Breinig Subdivision), #767 (Murianka), and #788 (FEDV) to continue in full force until either a decision is rendered on the application or a written request is made to discontinue the extension were approved by **motion** of Marie Livelsberger, **seconded** by Kurt Zebrowski and **carried 5-0**.

Akins Accounting's Engagement letter for 2016 Township and tax collector audit of financial statements at a cost of \$12,820. to include itemization and presentation to the Board of Supervisors was approved by **motion** of Andrew Kelly, **seconded** by Charles Garner Jr. John Auman asked if the elected auditors had input in hiring an outside auditing firm and was told by Mr. Bellwoar that the audit is typically performed by a professional auditor. The motion **carried 5-0**.

Cable Franchise Agreement – formal procedure to renew cable franchise agreement with Verizon. Working through the Montgomery County Consortium and with the Cohen Law Group will provide economies of scale for the cost of the process at a net cost of \$4,250. plus any miscellaneous expenses. Charles Garner Jr. **moved** to approve an expenditure not to exceed \$4,250. Motion was **seconded** by Andrew Kelly and **carried 5-0**.

Resolution No. 16-37 – **Motion** to adopt resolution for condemnation of a small tract of property for the purpose of installing a traffic signal at the Kratz property, 2501 Swamp Pike was made by Andrew Kelly, **seconded** by Marie Livelsberger and **carried 5-0**.

Ordinance terminating participation in CMERT and allowing entry into intermunicipal agreement for MSWAT – Kurt Zebrowski **moved** to authorize advertisement for consideration to dissolve the Ches-Mont Emergency Response Team and authorize the Township to enter into an intergovernmental cooperation agreement to establish Montgomery County S.W.A.T. – Western Region. Charles Garner Jr. **seconded** the motion and it **carried 5-0**.

Final Approval of 2017 Budget – minor adjustments were incorporated into the advertised preliminary budget. Manager Gwynn advised the public that the Township has 4,200 households and is the fastest growing Township in the state with no real estate tax increase since 2005. Charles Garner Jr. **moved** to approve the 2017 budget with changes as amended. Kurt Zebrowski **seconded** the motion and it **carried 5-0**. Mr. Garner also commented that he does not want to see the Township erode its reserve funds.

Ralph Fluharty stated that he was not in favor of the Township dipping into reserves to balance budget. He also asked if the recommendations of the Salary Review Board were considered during budget preparation and was told they are being reviewed and that final decisions have not been made; Mr. Fluharty added that the Township had spent \$27,000 to fight a Union.

Real Estate Tax Levy - Resolution R-37-16 - Marie Livelsberger **moved** to approve the Real Estate Tax Levy for 2017 at 1.68 Mills. Andrew Kelly **seconded** the motion and it **carried 5-0**.

PUBLIC COMMENT

Susan Kreiner of 2478 Swamp Pike commented about Swamp Pike traffic, asked about an updated study and has special concerns regarding the Town Center project. Philip Agliano advised that Montgomery County has been represented at the Regional Planning Commission meetings and a regional traffic study will be prepared for consideration. She also thanked manager Gwynn for following up on her concerns regarding congestion at the polls during the last election and for researching possible solutions in the future.

Ross Snook of 2395 Sanatoga Road advised the public that the Environmental Advisory Board is meeting the 2nd Tuesday monthly and hoping to publish a monthly newsletter, is interested in the completion of the walking/biking trails, will be highlighting environmental issues, and will provide a monthly report on the HOFF VC site.

Russell Oister of 590 Jays Lane expressed his concerns about a dry ditch sewer system being approved in the adjoining township which may affect as many as ten New Hanover Township residents. Solicitor Bellwoar stated that the matter had been addressed last month that the Township may comment but that it is a DEP determination.

ADJOURNMENT – Motion to adjourn was made by Andrew Kelly at 8:08 pm and the meeting was declared adjourned.

Andrew Kelly, Secretary