Call to Order:
Vice Chairman Connelly called to order the South Hanover Township Board of Supervisors meeting for Tuesday, May 26, at 7:32 PM followed by the Pledge of Allegiance and a moment of silence.

Public Comment:
Henry Shipman, 3 Timberline Place. Mr. Shipman brought up the issue of an Ordinance on beekeeping which was referred to the Planning Commission by the Board of Supervisors. The Planning Commission reviewed a draft Ordinance which the majority on the Commission was against. Mr. Shipman suggested a general Ordinance for hobby animals rather than separate Ordinances for chickens, rabbits, bees, etc. Vice Chairman Connelly said he had no opposition to a general Ordinance. Supervisor Mimnagh said it was hard to write an Ordinance with criteria that you can have an animal as long as it’s not a nuisance to the neighbors. Keeping chickens or bees is very popular but there are risks and there needs to be reasonable criteria. Supervisor Scott asked what were the concerns raised at the Planning Commission. Mr. Shipman said it was mainly the duplication of bureaucracy and fees. Mr. Cordaro, speaking from the audience, said the beekeepers who attended the Planning Commission offered the Ordinance from East Hanover that consisted of 6 bullet points as a model.

Approval of Minutes:
Motion: Supervisor Mimnagh made a motion, seconded by Supervisor Scott, to approve the minutes of the May 12, 2015, meeting as presented. Motion passed with a 4-0 vote.

PUBLIC WORK’S FOREMAN REPORT: No items were presented for discussion.

ENGINEER’S REPORT:
North Hanover Street – PA American Water – Paving & Speed Table Specifications. Mr. Shradley presented a memo that was sent to PA American Water and their contractor, Ebersole Excavating, regarding the pavement restoration specifications from the Township Ordinances and PennDOT. Mr. Shradley also sent a memo with specifications and requested an estimate for the installation of 2 speed humps installed full width on N. Hanover St. as part of the pavement restoration.

Willow Creek Farms – Pump Station Review. Mr. Shradley reported that a field review was held of the Willow Creek pump station. All of the issues have been successfully addressed except for the installation of the ladder. The Sewer Authority received the report and did not act on the acceptance of the pump station. The Board viewed pictures of the current installation as well as the proper installation. The Board agreed that the installation of the ladder must be corrected.
Pennsy Supply – Grandview and Stoudt Roads – Release of Final Payment - $17,088.29. Mr. Shradley reported that Pennsy has completed the topsoil and seeding of the shoulder along Grandview Dr. and Stoudt Rd. There is a one year warranty on the project.

**Motion:** Supervisor Plouse made a motion, seconded by Supervisor Scott, to release the final payment in the amount of $17,088.29 to Pennsy Supply, the contractor for the Grandview/Stoudt Roads project. **Motion passed with a 4-0 vote.**

2015 Road Projects – Updates and Award of Micro-Surfacing Bid. Mr. Shradley presented the bid results for the 2015 Micros-Surfacing project. There were two bidders. The low bidder is fully qualified with all the required documents in order and has done projects in the Township in previous years.

**Motion:** Supervisor Plouse made a motion, seconded by Supervisor Scott, to award the 2015 Micro-Surfacing Project to the low bidder, Stewart & Tate, in the amount of $18,747.00. **Motion passed with a 4-0 vote.**

MS4 – Storm Water Management Program Development. Mr. Shradley explained this was the same information he provided at the last meeting with the addition of an estimated cost of $5,000 to $6,000 for the program development. Solicitor Davidson reminded the Board that they had agreed to fund this project from General Engineering.

**Manager’s Report:**

**U.D.V.F.Co. – Open Discussions.** No items were presented for discussion.

**EMA – Open Discussions.** No items were presented for discussion.

2015 P.A.A.I. Annual Conference – Request from Fire Marshalls to Attend. Mr. John Reed, Assistant Fire Marshall, is requesting attendance at the week-long PAAI Annual Conference in State College at a cost of $350 plus mileage. Mr. Doug Edmondson, the Fire Marshall, is unable to attend. There was discussion of the cost and benefits of staying overnight for the Conference versus paying mileage for travel each day. Mr. Reed plans to stay at his cabin at Raystown Lake which will reduce the travel costs.

**Motion:** Supervisor Mimnagh made a motion, seconded by Supervisor Plouse, to authorize Mr. Reed’s attendance at the PAAI Annual Conference in State College on June 8 through 12, 2015, at a cost of $350 plus mileage.

**Discussion:** Supervisor Scott recommended he stay overnight to reduce travel expenses. Supervisor Scott said there is just as much information exchanged in the evenings as in the formal seminars. Vice Chairman Connelly recommended the Board allow Mr. Reed to decide.

**Motion passed on a 3-1 vote with Supervisor Scott voting against the motion.**
FEMA – Guidelines for Leasing Hazard Mitigation Properties Acquired. As a result of discussions at the last meeting Mrs. Pollick presented the Guidelines for Leasing FEMA Properties received from the FEMA Hazard Mitigation office. It specifies that no requests for leasing can be made until after the project closes. It also specifies the uses that are not allowed which specifically includes the “storage of inventory supporting a commercial operation or government facility including wheeled vehicles or movable equipment.” There was a great deal of discussion regarding the possibilities of selling the property to the neighbor, reimbursing FEMA to get out of the Hazard Mitigation program, and opting out of the Hazard Mitigation program. Solicitor Davidson said if there were any violations of the guidelines it would come back onto the Township with unknown fines and penalties.

Swatara Authority Intermunicipal Agreement. Mrs. Pollick reported she had just received a new Intermunicipal Agreement from the Swatara Authority. This agreement has been in development for 2 years but must be reviewed by the Solicitor. It will be on the agenda for the July 28, 2015, Sewer Authority meeting for discussion.

SOLICITOR’S REPORT:

Penn Waste-Waste Management – Contract Extension & Recycling Service Agreement. Solicitor Davidson reported that Penn Waste is proposing a two year extension through June 30, 2018, to its’ current contract. This extension provides for processing all single stream recyclables at no cost to the Township. The actual contract has not been provided.

Motion: Supervisor Plouse made a motion, seconded by Supervisor Scott, to approve a two year extension, through June 30, 2018, to the contract with Penn Waste for collection of trash, recyclables, and semi-annual curbside yard waste in the Township contingent upon a review by the Solicitor. Motion passed with a 5-0 vote.

TREASURER’S REPORT:

April 2015 Financial Report. Mr. Heilman presented the financial report for April. The Hydrant Fund continues to beat estimates however the Street Light Fund has not. In the Sewer Revenue Fund there was a spike in expenses with extraordinarily high treatment costs in March. In the General Fund the majority of taxes have been received. The permit income is under estimates. Supervisor Scott questioned how the permits for the Venice North Campus are handled. They will be submitted as individual permits for each home.

Mr. Heilman also reported that the 2014 Audit is complete. The RFP for financing of the Municipal Complex construction is at the Bond Counsel for final review.

PROJECT MANAGER’S REPORT:

Traffic Signal Coordination – Route 39 and Hayshed Roads – Navarro & Wright Contract Amendment No: 10. Mr. McNamee presented Amendment #10 from Navarro & Wright in the amount of $6,270 for the inclusion of the Hayshed Rd. signal as part of the signal interconnect along Route 39 as requested by the Board and PennDOT. The Hershey Trust has offered to pay 100% of this additional cost.

Motion: Supervisor Plouse made a motion, seconded by Supervisor Mimnagh, to accept the Navarro & Wright Amendment #10 in the amount of $6,270 for the inclusion of the Hayshed Rd signal as part of the interconnect along Route 39.

Discussion: Supervisor Scott questioned the timing of the data collection. Mr. McNamee said the timing was governed by PennDOT regulations.

Motion passed with a 5-0 vote.
Mr. McNamee offered the following updates on the Municipal Complex Project.

1. The HOP has been submitted to PennDOT and is under review.
2. A meeting was held with the Codes Officer, Glenn Snively, to start the plan review process as requested by the Board.
3. A meeting was held with the Fire Company with the final comments on the building due this week. There was a question on whether there are any plans for the Administration Building to be used as an Emergency Evacuation Center. Vice Chairman Connelly said our Emergency Management Coordinator, Jay Robertson, was researching a permanent solution.
4. A meeting was held with the Park & Rec Board about the playground facilities in Phase I of the project. They have made no decisions but will be meeting again on Wednesday, June 3, 2015, to discuss various pieces of equipment. Slides of different configurations of play equipment were shown.
5. There is a question whether the Board wants the site landscaping included as part of the bid. There was general discussion with the consensus that we should wait until after construction to complete the landscaping.
6. The USDA has the plans and documents for review. Also the bidding and contract documents are with the Solicitor for review.
7. There are two agreements under development with the Milton Hershey School. The intersection improvements are estimated to be approximately $600,000. It appears that the Milton Hershey School will be responsible for 90% of these costs with the Township responsible for 10%. The infrastructure improvements (water, gas, and electric service as well as roadway and curbing improvements to the 6 acre parcel) are estimated at $300,000. It appears that the Milton Hershey School will be responsible for 50% of these costs with the Township responsible for 50%.
8. PA American Water now requires landowners to install their own water lines, choosing from a list of qualified contractors from the Water Company. The bidding documents will reflect this change.
9. A proposal for bidding and construction services has been requested from Navarro & Wright. There was also discussion of the position of Clerk of the Works, a full-time inspector on the site during construction.
10. There was discussion on the issue of Builder’s Risk Insurance provided by each contractor on the project or a blanket policy provided by the Township. A blanket policy provided by the Township with a $5,000 deductible may have an estimated $6,000 premium however the contractors would not have this expense so the bid costs would be lower.
11. We are very close to advertising the bids which will appear in the newspaper two separate times. The bids will be on the street for 30 days with an estimated due date in mid to late July.

Supervisor Mimnagh asked about the budget. Mr. McNamee presented an updated Cost Estimate Summary showing the total estimated project costs at $7,480,000. The total loan required is estimated to be $5,098,000.

**EXECUTIVE SESSION:**

The Board recessed at 9:00 PM for an Executive Session to discuss personnel issues. The Board reconvened the regular meeting at 9:08 PM.

**Motion:** Vice Chairman Connelly made a motion, seconded by Supervisor Plouse, to offer employment to Susan Eitnier as year-round part-time Park & Recreation Director at an hourly wage of $18.38.

**Discussion:** Supervisor Scott stated the position had been advertised.

**Motion passed with a 5-0 vote.**

**ANY OTHER BUSINESS FROM BOARD MEMBERS:** No items were presented for discussion.
Payroll and Invoices:
Motion: Supervisor Mimnagh made a motion, seconded by Supervisor Plouse, to approve the following invoices for payment:

- Engineering Escrow Fund $572.65
- Fire Protection Fund $245.00
- General Fund $38,941.82
- Grant Fund $3,622.33
- Hydrant Fund $192.93
- Payroll $18,208.25
- Sewer Revenue Fund $575.97
- State Fund $17,088.29

Total $79,447.24

Motion passed with a 5-0 vote.

Adjournment:
Motion: Supervisor Plouse made a motion, seconded by Supervisor Scott, to adjourn the meeting at 9:10 PM. Motion passed with a 5-0 vote.

Elizabeth England