South Hanover Township
Board of Supervisors
111 West Third Street
Hershey, PA 17033
Tuesday, December 10, 2013

Call to Order:
The South Hanover Township Board of Supervisors’ Tuesday, December 10, 2013 Meeting was called to order at 7:31 p.m.

Supervisors Present:
Robert Cassel – Chairman, Dan Collins – Vice-Chairman, Edward Mimnagh – Secretary, Scott Plouse – Supervisor and John Connelly – Supervisor.

Staff Present:
Penny Pollick – Township Manager, John Davidson – Township Solicitor, Art Heilman – Township Treasurer, Paul McNamee, Project Manager, and Terri Young – Administrative Bookkeeper

Public Present:
Tom Scott, Ron Bouch, Aura Hill, Gerald Donlan, Bill Kotsalos, Andrew Dresher, Nathan Eshenour, Roger Armstrong, Doug Walters, Steve Hershey and Andy Harmanti

Public Comment:
No items were presented for discussion.

Approval of Minutes:
Motion: A motion was made by Scott Plouse, seconded by Edward Mimnagh, to approve the November 26, 2013 Meeting Minutes as presented. A 5-0 vote was taken.

Manager’s Report:
B. R. KREIDER & SON, INC. – RELEASE FROM ANCHOR BOLTS
Mr. Roger Armstrong presented the Board with general information to aid in their decision concerning the anchor bolts at Kellock Run Pump Station. The anchor bolts at Kellock Run Pump Station will have a 10 year warranty if accepted at the angle they are at. If they are not accepted and Fab-Crete replaces them, the warranty will revert back to standard one year.

UNION DEPOSIT FIRE DEPARTMENT – OPEN DISCUSSIONS
Mr. Andy Dresher, 139 Kestrel Street, reported the Fire Company held elections on December 9th. The new officers elected for 2014 are:
- Andy Dresher – President
- Nathan Eshenour – Chief
- Tom Brumbaugh – Deputy Chief
- Brian Sweikert – Chief 2
- Tammy Dresher – Secretary
KELLER FARMS PRELIMINARY SUBDIVISION & LAND DEVELOPMENT PLAN –  
(Deadline for Approval by the Board of Supervisors – February 23, 2013)
Penny Pollick stated there are no changes at this time.

MEMORANDUM OF UNDERSTANDING WITH DAUPHIN COUNTY CONSERVATION DISTRICT FOR MS4 PURPOSES
Penny Pollick presented the Board with a Memorandum of Understanding (MOU) from The Dauphin County Conservation District (DCCD) noting that the Municipal Separate Storm Sewer Systems (MS4) component will aid in meeting the necessary MS4 requirements. Mrs. Pollick further suggested adopting the Erosion & Sediment Pollution Control Component as well. **Motion:** A motion was made by Scott Plouse, seconded by Edward Mimnagh, to adopt the Erosion & Sediment Pollution Control and the Municipal Separate Storm Sewer System Components of the MOU with DCCD. **A 5-0 vote was taken.**

KOTSALOS SUBDIVISION & LAND DEVELOPMENT PLAN – REQUEST RELIEF FROM CODES ENFORCEMENT ORDINANCE HYDRANT FLOW RATES
Mr. Bill Kotsalos, 204 Poplar Avenue, requested relief from the Board regarding the hydrant flow rates of 1000 gpm needed for his property at 55 E. Canal Street. Pennsylvania American Water conducted a hydrant test showing the flow rate is approximately 871 gpm, falling just short of our ordinance requirement. Mr. Kotsalos informed the Board he has tried for eight months with PA American Water to get this resolved, but they will not give him a time frame of when the work will be completed. After a lengthy discussion, The Board informed Mr. Kotsalos he must present the Codes Hearing Board with his request as the Board of Supervisors is not authorized to make this decision. Mrs. Pollick will ask Glenn Snavely on how to direct Mr. Kotsalos in this process.

2011 FLOODED PROPERTIES – SEWER RENTAL FEES
Penny Pollick informed the Board that three properties are still going uncharged for sewer rental since the September 2011 flood. Mrs. Pollick sent letters to the property owners requesting them to contact her for a status of their remodeling. Mr. Mackley, 13 W. Canal Street, requested relief of charges until March 2014. Mr. Romanoski, 100 S. Hanover Street, previously stated the second floor of his apartment building would be completed by year end and the first floor shortly thereafter. Mr. Sciarrino, 18 W. Canal Street, has not yet responded. Chairman Cassel requested the ordinance to be reviewed before making any decisions. **Motion:** A motion was made by Dan Collins, seconded by Edward Mimnagh, to start charging 100 S. Hanover Street and 18 W. Canal Street sewer rental charges. **Amended Motion:** A motion was made by Edward Mimnagh, seconded by Dan Collins, to table this matter until the ordinance is read and confirmed. **A 5-0 vote was taken.**

**Solicitor’s Report:**

SWATARA TOWNSHIP AUTHORITY – INTER-MUNICIPAL AGREEMENT
John Davidson informed the Board the revised copy of the Inter-Municipal Agreement was returned to Swatara Township. Mr. Davidson is awaiting a response.

**Treasurer’s Report:**

Treasurer, Art Heilman, informed the Board the 2014 Budget should be adopted at the December 23rd meeting.
Chairman’s Report:

ZONING HEARING BOARD (ZHB) SOLICITOR – CLECKNER & FEAREN
Mr. Zulli, the current ZHB Solicitor, is retiring and Mr. Shatto, from the Law Firm of Cleckner & Fearen, would like to fill this position. Chairman Cassel informed the Board Mr. Shatto has filled this role in the past. Mrs. Pollick spoke with the members of the ZHB and they are all in agreement of Mr. Shatto filling the vacancy. Chairman Cassel stated the Board of Supervisors does not make this selection, the ZHB does. Mrs. Pollick will put this item on the ZHB Re-Organization Agenda.

DAUPHIN COUNTY EMA – KNIGHT DRIVE – INVALID 911 ADDRESSES
Mrs. Pollick referred the Board to the 11/26/2013 letter from Dauphin County Emergency Management Agency noting that nine addresses do not meet all requirements and suggested changing them to the three digit addresses as proposed. Mrs. Pollick is to inform the home owners via letter of the situation noting action will be taken at the January 14, 2014 Board Of Supervisors Meeting. Chairman Cassel also expressed he would like all calls regarding to this matter be directed to Ron Bouch, EMA Coordinator.

Executive Session:
AN EXECUTIVE SESSION WAS CALLED AT 8:20 P.M. TO DISCUSS PERSONNEL AND REAL ESTATE MATTERS. THE BOARD RECONVENED AT 8:57 P.M.

Other Business from Board Members:
No items were presented for discussion.

Approval of Payroll and Invoices:
Motion: A motion was made by Edward Mimnagh, seconded by John Connelly, to approve payroll and invoices for payment. A 5-0 vote was taken. Invoices were paid from the following accounts with their totals:

- Engineering Escrow Fund = $16.19
- Fire Protection Fund = $1,928.42
- General Fund = $20,292.20
- Grant Fund = $6,135.25
- Hydrant Fund = $2,528.11
- Payroll Totals = $15,118.60
- Sewer Revenue Fund = $35,843.48

Brief Recess:
A brief recess was called at 8:58 P.M. The Board reconvened at 9:07 P.M.

Project Manager’s Report:

DESIGN OF MUNICIPAL COMPLEX AND EMERGENCY SERVICES CENTER:
Mr. McNamee asked the Board for permission to proceed with the design as he would like to get the design team back together and resume this process. Mr. McNamee noted we have already processed a lot of information from what size the buildings should be, one or two stories, the orientation of the building, the size of offices, etc. Mr. McNamee informed the Board the design will take approximately six months, during this time frame the Land Development Plan and necessary permits can be acquired. Three members of the Board stated concerns they have with the present Architect, KCBA. After a lengthy discussion between the Board, Solicitor, Mr. Tom Scott and Mr. McNamee, the Board agreed
they would like to meet with the current Architect and the current Engineer at the January 6, 2014 meeting; Mr. Plouse stated he did not agree with this. If the Board is not satisfied with answers given, they will consider hiring another Architect.

Mr. McNamee also enlightened the Board with news the Municipal Complex Project has been added to the State Budget. This $2.5 Million will be available as a grant. Mr. McNamee will meet with the Department of Budget and Economics to find out the criteria of the bond application.

**Adjournment:**
**Motion:** A motion was made by Scott Plouse, seconded by John Connelly, to adjourn this meeting at 10:00 p.m. **A 5-0 vote was taken.**

Terri Young