

HANOVER TOWNSHIP

AGENDA FOR REORGANIZATION MEETING & OTHER BUSINESS BEFORE THE BOARD

JANUARY 5, 2015

7:30 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLE CALL: Mr. Grubbs was absent

REORGANIZATION

1. APPOINT CHAIRMAN

Motion: To appoint Kevin Lemmi as Chairman

Motion: David Duerr 2nd: Accepted by Mr. Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

2. WELCOME: Mr. Lemmi wished everyone a Happy New Year

3. APPOINT VICE CHAIRMAN

Motion: To appoint David Duerr as Vice Chairman

Motion: Kevin Lemmi 2nd: Accepted by David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

4. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2015

Motion: To appoint David Duerr in charge of Public Safety for 2015

Motion: Kevin Lemmi 2nd: Accepted by David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

5. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2015

Motion: To appoint Herbert Grubbs in charge of the Road Department for 2015

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

6. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2015

Motion: To appoint Kevin Lemmi in charge of the General Administration for 2015.

Motion: David Duerr 2nd: Accepted by Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

7. APPOINT SECRETARY/TREASURER FOR 2015

Motion: To appoint Wendy Turrentine as Secretary/Treasurer for 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

8. APPOINT TOWNSHIP SOLICITOR FOR 2015

Motion: To appoint Makel & Associates as the Township Solicitor for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

9. APPOINT SUPERVISOR IN CHARGE OF GRANTS, INSURANCE & AS PENSION ADMINISTRATOR FOR 2015

Motion: To appoint David Duerr in charge of Grants, Insurance and Pensions for 2015.

Motion: Kevin Lemmi 2nd: Accepted by David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

10. APPOINT SUPERVISOR TO OVERSEE ZONING & PLANNING FOR 2015

Motion: To appoint Herbert Grubbs to oversee Zoning and Planning for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

11. SET THE REGULAR MONTHLY MEETING FOR 2015

Motion: To set the Regular Township Meeting for the 3rd Thursday of the month at 7:30pm.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

12. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2015

Motion: To appoint KLH as the Township Engineer for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

13. APPOINT ZONING OFFICER FOR THE YEAR 2015 AND SET MONTHLY WAGE

Motion: To appoint Donald Patterson as the Zoning Officer for 2015 with a monthly rate of \$165.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

14. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2015

Motion: To appoint Bill Michael as the Nuisance Abatement Officer for 2015 with Municipal Consulting Services as the alternate.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

15. APPOINT OFFICER IN CHARGE FOR TOWNSHIP POLICE

Motion: To appoint Stanley Henry as to the Officer in Charge of the Police Department for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

16. RESOLUTION 2015-1 TO APPOINT MEMBER TO THE ZONING HEARING BOARD FOR THE TERM TO EXPIRE 12/31/2017

Motion: To adopt Resolution 2015-1 appointing James Hall to the Zoning Hearing Board for a term to expire 12/31/17.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

17. AUTHORIZE PAYMENT TO THE ZONING HEARING BOARD MEMBERS AND SECRETARY OF \$85 FOR EACH MEETING ATTENDING IN 2015

Motion: To authorize the payment of \$85 to the members of the Zoning Hearing Board and secretary for each meeting in 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

18. APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2015

Motion: To appoint Ron Faux, Paul Paden and Dave Donati to the Building Code Appeals Board for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

19. SET THE RATE OF PAY OF \$85 PER PUBLIC MEETING FOR THE BUILDING CODE APPEALS BOARD

Motion: To set the rate of pay at \$85 per public meeting for the Building Code Appeals Board for 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

20. APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2019

Motion: To appoint Donald Grey to the Sewer Authority Board for a term to expire 12/31/19.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

21. APPOINT 1 MEMBER TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 12/31/2018

Motion: To appoint Bryan Beyerbach to the Planning Commission for a term to expire 12/31/18.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

22. APPOINT EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2015

Motion: To appoint James Donohue as the Emergency Management Coordinator for 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

23. APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2015

Motion: To appoint Shawn Miller to the Vacancy Board for 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

24. AUTHORIZED A BOND FOR THE SECRETARY/TREASURER \$250,000

Motion: To authorize the bond for the Secretary/Treasurer for \$250,000 for 2015.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

25. APPOINT ROAD FOREMAN FOR 2015

Motion: To appoint Dale Handick as the Road Foreman for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

26. APPOINT ASSISTANT ROAD FOREMAN FOR 2015

Motion: To appoint John Delich as the Assistant Road Foreman for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

27. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2015

- a. ROAD FOREMAN **\$21.35**
- b. ASSISTANT ROAD FOREMAN **\$21.05**
- c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL **\$19.85**
- d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL **\$19.25**
- e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK; NOT TO INCLUDE HOLIDAYS, VACATION, PERSONAL OR SICK TIME.

Motion: To approve the wages and the overtime guidelines for the Road Department for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

28. APPROVE THE WAGE FOR THE SECRETARY/TREASURER FOR 2015

Motion: To approve the wages for the Secretary/Treasurer at \$15.00 per hour for 2015.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

29. APPROVE THE WAGES FOR FIRE MAINTENANCE PERSONNEL FOR 2015

Motion: To approve the wages for Fire Maintenance Personnel at \$12.00 per hour for 2015.

Motion: David Duerr 2nd: Kevin Lemmi
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

30. SET PAY FOR KATHLEEN HALL AT \$85 PER CLEANING

Motion: To set the rate of pay for Kathleen Hall at \$85 per cleaning of the Municipal Building.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

31. SET CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES TO \$80 FOR 2015

Motion: To set the clothing allowance for Fire Department Employees at \$80 for 2015.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

32. **RESOLUTION 2015-2** TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE LIQUID FUELS FOR 2015

Motion: To adopt Resolution 2015-2 designating PLGIT for the 2015 Liquid Fuel funds.

Motion: David Duerr 2nd: Kevin Lemmi
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

33. **RESOLUTION 2015-3** TO DESIGNATE PNC BANK AS DEPOSITOR FOR ALL OTHER TOWNSHIP FUNDS FOR 2015

Motion: to adopt Resolution 2015-3 designating PNC for all other funds received for 2015.

Motion: David Duerr 2nd: Kevin Lemmi
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

34. APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE

Motion: To appoint Wendy Turrentine as the Open Records Officer and Kevin Lemmi as the alternate for 2015.

Motion: David Duerr 2nd: Accepted by Kevin Lemmi
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

35. AUTHORIZE THE SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT TO ISSUE ROAD ENCROACHMENT PERMITS FOR 2015

Motion: To authorize Herbert Grubbs to issue Road Encroachment Permits for 2015.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

36. AUTHORIZE MILEAGE AT THE RATE SET BY THE IRS WHEN SECRETARY OF THE ZONING BOARD, SECRETARY, ROAD FOREMAN AND SUPERVISORS USE THEIR OWN VEHICLES FOR TOWNSHIP BUSINESS

Motion: To authorize mileage at the rate set by the IRS for the Secretary of the Zoning Hearing Board, Secretary, Road Foreman and Supervisors when using personal vehicles for Township business.

Motion: Kevin Lemmi 2nd: David Duerr
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

37. APPOINT CPA FOR COMPILATION OF 2014 DCED AUDIT

Motion: To appoint Deltron Consulting Services for the compilation of the 2014 DCED Audit for the quoted amount of \$3,800.

Motion: David Duerr 2nd: Kevin Lemmi
Vote: Mr. Lemmi-yes, Mr. Duerr-yes **Motion Passed**

38. FEES; ATTACHED FEE SCHEDULE

There was a discussion on fees for certain items that were outdated.

- Color copies changed from .25 to .50 per copy
- The charge of \$5 per email was deleted
- Fees for Police Accident/Incident Reports increased from \$15 to \$25

-The fee to email or copy a photo changed from \$10 to \$1 per photograph

Motion: To adopt the fee schedule for 2015 with the recommended changes.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

39. PUBLIC OFFICIALS INSURANCE BINDER

Mr. Fetcko from Huntington Insurance made the suggestion to renew the policy with Western World

Insurance to insure that any prior claims are covered for an annual premium of \$8,479.00.

There was also a quote from Indian Harbor with a premium of \$8,216 not including any prior incidents.

Motion: To accept the proposal from Huntington Insurance to renew the Public Officials Insurance with Western World Insurance for \$8,479.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

40. PROPERTY TAX BILLING FROM APRIL 1ST TO JUNE 1ST

Charleen Grey requested that the tax bills be mailed out June 1st as it has the past two years.

Motion: To authorize the Tax Collector, Charleen Grey, to send out the Tax Duplicates for 2015 June 1st.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

41. SITE PLAN REVIEW FOR HYDRO RECOVERY

Mr. Duerr questioned the change from an office building to an office trailer.

-They changed the plans for the office due to cost restraints.

-Mrs. Grey said they would still be taxed for the office similar to Airport Realty.

-The trailer would be anchored with hurricane straps and be handicap accessible.

Mr. Niederriter asked if the tanks in the final plans were bigger than the preliminary plans.

-Ashley from Hydro Recovery stated that they were.

Mr. Kann stated that the volume of the finished water would be the same regardless of tank size.

-Ashley stated that the layout has changed but the process has not.

-Mr. Duerr asked if the tanks were the same height.

-Mr. Kann said that some are 62 feet high with a dome roof.

There was an extensive discussion regarding the height of the tanks in the final site plan compared to those in the preliminary plans and whether the tanks in the Final Site Plans would meet requirements set forth in the Zoning Ordinance.

Motion: Tabled until the plans can be reviewed by the Zoning Hearing Board to insure that the guidelines from the Zoning Ordinance are in compliance.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

42. APPOINT TWO MEMBERS TO THE PARK BOARD FOR TERMS TO EXPIRE 12/31/17

Motion: To appoint Betty Lemmi and Andrea McKinley to the Park Board for terms to expire 12/31/17.

Motion: Kevin Lemmi 2nd: David Duerr

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

43. SET WAGES FOR POLICE DEPARTMENT

Motion: To set the wages for a Probationary Patrolman at \$15.20 per hour and for a Patrolman at \$17.60 an hour with the Officer Charge receiving \$18.10 an hour.

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

44. GENERAL LIABILITY INSURANCE

Motion: To approve the renewal for the General Liability Insurance through the HDH Group for \$25,761

Motion: David Duerr 2nd: Kevin Lemmi

Vote: Mr. Lemmi-yes, Mr. Duerr-yes

Motion Passed

Adjourn: 8:39pm

Kevin Lemmi, Chairman

David Duerr, Vice Chair

Herbert Grubbs, Supervisor

ATTEST: _____
Wendy M. Turrentine, Secretary/Treasurer

Date