

**HANOVER TOWNSHIP**

**AGENDA FOR REORGANIZATION MEETING  
& OTHER BUSINESS BEFORE THE BOARD**

**JANUARY 7, 2013  
7:30 PM**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLE CALL

REORGANIZATION

1. APPOINT CHAIRMAN

**Motion: To appoint James Donohue as Chairman**

Motion: Herbert Grubbs

**Mr. Donohue declined the position**

**Motion: To appoint Donald Winkler as Chairman**

Motion: James Donohue

**Motion: To appoint Kevin Lemmi as Chairman**

Motion: Herbert Grubbs

Vote:

Mr. Duerr-Mr. Lemmi, Mr. Donohue-Mr. Winkler, Mr. Grubbs-Mr. Lemmi, Mr. Lemmi-Mr. Lemmi, Mr. Winkler-stated there was no need for him to vote.

**Motion to appoint Kevin Lemmi as Chairman passed.**

2. WELCOME – Mr. Lemmi welcomed everyone to the meeting

3. APPOINT VICE CHAIRMAN

**Motion: To appoint James Donohue as Vice-Chairman**

Motion: David Duerr                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

4. APPOINT SUPERVISOR IN CHARGE OF THE PUBLIC SAFETY DEPARTMENT FOR 2013

**Motion: To appoint Donald Winkler in charge of Public Safety**

Motion: James Donohue

**Mr. Winkler declined the position**

**Motion: To appoint David Duerr in charge of Public Safety**

Motion: Kevin Lemmi                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

5. APPOINT SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT FOR 2013  
**Motion: To appoint Herbert Grubbs in charge of the Road Department**  
Motion: David Duerr 2<sup>nd</sup>: Kevin Lemmi  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
6. APPOINT SUPERVISOR IN CHARGE OF THE GENERAL OFFICE ADMINISTRATION FOR 2013  
**Motion: To appoint Kevin Lemmi in charge of the General Office Administration**  
Motion: David Duerr 2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
7. APPOINT SECRETARY/TREASURER FOR 2013  
**Motion: To appoint Wendy Turrentine Secretary Treasurer**  
Motion: David Duerr 2<sup>nd</sup>: Kevin Lemmi  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
8. APPOINT TOWNSHIP SOLICITOR FOR 2013  
**Motion: To appoint Makel & Associates as Solicitor at the rate of \$90 per hour**  
Motion: Herbert Grubbs 2<sup>nd</sup>: David Duerr  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
9. APPOINT SUPERVISOR IN CHARGE OF GRANTS, INSURANCE AND AS THE PENSION ADMINISTRATOR FOR 2013  
**Motion: To appoint Donald Winkler in charge of grants, insurance and pension administrator**  
Motion: David Duerr 2<sup>nd</sup>: Herbert Grubbs  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
10. APPOINT SUPERVISOR TO OVERSEE ZONING & PLANNING FOR 2013  
**Motion: To appoint Herbert Grubbs to oversee Zoning and Planning**  
Motion: James Donohue 2<sup>nd</sup>: David Duerr  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
11. SET THE REGULAR MONTHLY MEETING FOR 2013  
**Motion: To set the Regular Monthly Meeting for the third Thursday of each month at 7:30pm.**  
Motion: Herbert Grubbs 2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**

12. APPOINT TOWNSHIP ENGINEER FOR THE YEAR 2013  
**Motion: To appoint KLH Engineers as the Township Engineer**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
13. APPOINT ZONING OFFICER FOR THE YEAR 2013 AND SET MONTHLY WAGE  
**Motion: To appoint Don Patterson as the Zoning Officer at a monthly rate of \$150.00**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
14. APPOINT NUISANCE ABATEMENT OFFICER FOR THE YEAR 2013  
**Motion: To appoint Bill Michael the Nuisance Abatement Officer**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
15. APPOINT MEMBER TO THE ZONING HEARING BOARD FOR THE TERM TO EXPIRE 12/31/2015  
**Motion: To reappoint Alfred Contumelio to the Zoning Hearing Board for a term to expire 12/31/2015.**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
16. SET THE RATE OF PAY OF \$85 PER MEETING FOR THE ZONING HEARING BOARD  
**Motion: To set the rate of pay for the Zoning Hearing Board at \$85 per meeting.**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: James Donohue  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**
  
17. APPOINT 3 MEMBERS TO THE BUILDING CODE APPEALS BOARD FOR 2013  
**Motion: To appoint Ron Faux, Paul Paden and Dave Donati to the Building Code Appeals Board**  
Motion: David Duerr  
**Motion died for lack of a second**  
  
**Motion: To appoint Ron Faux to the Building Code Appeals Board for 2013**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr  
Vote:  
Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes  
**Motion Passed**  
  
**Motion: To appoint Paul Paden to the Building Code Appeals Board for 2013**  
Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

**Motion: To appoint Dave Donati to the Building Code Appeals Board for 2013**

Motion: David Duerr

**This appointment was tabled until a later date**

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

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

Motion: Herbert Grubbs 2<sup>nd</sup>: James Donohue

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

19. APPOINT MEMBER TO THE SEWER BOARD AUTHORITY FOR A TERM TO EXPIRE 12/31/2017

**Motion: To reappoint Tim Seech to the Hanover Township Sewer Authority for a term to expire 12/31/2017**

Motion: David Duerr 2<sup>nd</sup>: James Donohue

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

20. APPOINT 1 MEMBER TO THE PLANNING COMMISSION FOR A TERM TO EXPIRE 12/31/2016

**Motion: To reappoint Dave Neeley to the Planning Commission for a term to expire 12/31/16.**

Motion: Herbert Grubbs 2<sup>nd</sup>: James Donohue

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

21. APPOINT EMERGENCY MANAGEMENT COORDINATOR FOR THE YEAR 2013

**Motion: To reappoint James Donohue as the Emergency Management Coordinator for 2013.**

Motion: Herbert Grubbs 2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

22. APPOINT MEMBER TO THE VACANCY BOARD FOR THE YEAR 2013

**Motion: To reappoint Shawn Miller to the Vacancy Board for 2013.**

Motion: James Donohue 2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

23. AUTHORIZED A BOND FOR THE SECRETARY/TREASURER \$500,000 AND THE TAX COLLECTOR FOR 30% OF TAX DUPLICATE FOR 2013

**Motion: To authorize a bond for the secretary/treasurer in the amount of \$750,000 and the tax collector for 30% of the Tax Duplicate for 2013.**

Motion: James Donohue                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

24. APPOINT ROAD FOREMAN FOR 2013

**Motion: To reappoint Dale Handick as the Road Foreman for 2013.**

Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

25. APPOINT ASSISTANT ROAD FOREMAN FOR 2013

**Motion: To reappoint John Delich as the Assistant Road Foreman for 2013.**

Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

26. APPROVE THE FOLLOWING WAGES FOR THE ROAD DEPARTMENT FOR 2013

- a. ROAD FOREMAN
- b. ASSISTANT ROAD FOREMAN
- c. FULL TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL
- d. PART TIME OPERATOR, TRUCK DRIVER & LABORER WITH CDL
- e. PAY OVERTIME WAGES FOR ANY TIME WORKED OVER 40 HOURS PER WEEK

**Motion: To approve a 5% increase in wages as follows and to pay overtime wages for any time worked over 40 per hours per week:**

**Road Foreman: \$20.17 per hour**

**Assistant Road Foreman: \$19.89 per hour**

**Full Time Operator, Truck Driver and Laborer with a CDL: \$18.75 per hour**

**Part Time Operator, Truck Driver and Laborer with a CDL: \$18.21 per hour**

Motion: David Duerr                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-no, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-no

**Motion Passed**

27. APPROVE THE WAGE FOR THE SECRETARY/TREASURER FOR 2013

**Motion: To approve the wage for the Secretary/Treasurer at \$13.50 per hour, full time with benefits.**

Motion: David Duerr                      2<sup>nd</sup>: Kevin Lemmi

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

28. APPROVE THE FOLLOWING WAGES FOR THE FIRE DEPARTMENT FOR 2013

**Motion: To approve a 5% increase in wages to set the hourly rate of \$11.36 for Fire Maintenance Personnel.**

Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

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

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

Motion: Kevin Lemmi                      2<sup>nd</sup>: James Donohue

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

30. KEEP CLOTHING ALLOWANCE FOR THE FIRE DEPARTMENT EMPLOYEES  
TO \$80 FOR 2013

**Motion: To set the clothing allowance for the Fire Department Employees for 2013 at \$85**

Motion: David Duerr                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-no

**Motion Passed**

31. **RESOLUTION 2013-1** TO DESIGNATE PLGIT AS DEPOSITOR FOR THE STATE  
LIQUID FUELS FOR 2013

**Motion: To pass Resolution 2013-1 designating PLGIT as the depositor for the State Liquid Fuel Funds.**

Motion: David Duerr                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

32. **RESOLUTION 2013-2** TO DESIGNATE PNC BANK AS DEPOSITOR FOR ALL  
OTHER TOWNSHIP FUNDS FOR 2013

**Motion: To pass Resolution 2013-2 designating PNC as the depositor for all other Township Funds.**

Motion: David Duerr                      2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

33. APPOINT OPEN RECORDS OFFICER AND AN ALTERNATE

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

Motion: Herbert Grubbs                      2<sup>nd</sup>: James Donohue

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

34. AUTHORIZE THE SUPERVISOR IN CHARGE OF THE ROAD DEPARTMENT TO ISSUE  
ROAD ENCROACHMENT PERMITS FOR 2013

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

Motion: Herbert Grubbs                      2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

35. 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 reimbursement at the rate set by the IRS for the Secretary of the Zoning Hearing Board, Township Secretary, Road Foreman and Supervisors when using their own vehicle for Township business.**

Motion: David Duerr 2<sup>nd</sup>: Kevin Lemmi

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

36. APPOINT AUDITING FIRM

**Motion: To appoint the Catanese Group to complete the DCED audit for 2012.**

Motion: Kevin Lemmi 2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

37. FEES; ATTACHED FEE SCHEDULE

**Motion: To approve the fee schedule for 2013 with changes.**

Motion: Herbert Grubbs 2<sup>nd</sup>: David Duerr

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

38. PUBLIC OFFICIALS INSURANCE BINDER

**Motion: To accept the insurance quote from Western World Insurance Company for the 2013 Public Officials coverage with a premium renewal cost of \$9,679.**

Motion: Donald Winkler 2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

39. HOLDING TANK AGREEMENT FOR MR. MILLER

**Motion: To approve the application for a temporary holding tank for Andrew I. Miller on Miller Airport Road with a bond of \$1,000.**

Motion: Herbert Grubbs 2<sup>nd</sup>: Kevin Lemmi

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

**Not on Agenda:**

1. Road Grader

-Mr. Grubbs stated that quotes had been received for a new road grader ranging from \$224,000 to \$234,000. He has done some research and thinks that the Township can find a late model used grader with saving of \$40,000 to \$80,000 as the average price at auction is \$150,000.

**Motion: To authorize an active search for a late model used road grader.**

Motion: David Duerr 2<sup>nd</sup>: Herbert Grubbs

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

## **Motion Passed**

### 2. Personnel Policy

-Mr. Lemmi stated that he will be resending a revised personnel policy to all supervisors and the solicitor for review and possible adoption at the upcoming Township meeting.

Mr. Niederriter questioned why there were so many computers in the Township office.

-Mr. Winkler stated they were his and he would be taking them out of the office.

Mr. Niederriter asked if a background check was done on Lawrence Brush and how it looked.

-Mr. Winkler stated yes and that it was ok.

-Mr. Niederriter asked why they did not keep him in his previous employment in Florida.

-Mr. Winkler stated that he left there with his pension and went on to say that Mr. Brush was the best thing that ever happened at the pavilion.

-Mr. Winkler stated that people on this Board did not want the amusement tax or the police department and Mr. Niederriter stated that everyone has heard this from him before.

-Mr. Winkler stated that he contacted every reference Mr. Brush gave.

-Mr. Niederriter asked the rest of the Board if they knew there was an issue as he passed out information on Mr. Brush to the Board and the audience.

-Mr. Donohue stated that he knew there was an issue.

-Mr. Niederriter asked Mr. Winkler if he ever caught any Township officers sleeping and were they fired.

-Mr. Winkler said that Mr. Brush received his pension and was released.

-Mr. Niederriter asked if Mr. Brush was terminated.

-Mr. Winkler stated that he was released but was given the option to resign.

-Mr. Lemmi thanked Mr. Niederriter for the information and told him that it would be brought into consideration.

### 3. Sewer Hook Ups

-Ms. Turrentine stated that the Township had received notification from the Sewer Authority that they were now assessed at 4 EDUs when all previous correspondence was regarding 3 EDUs.

-Mr. Grubbs asked Mrs. Voelker of the HTSA why the Township was being assessed at 4 now.

-Mrs. Voelker stated that she had not seen nor was aware of the letter.

-Mr. Grubbs stated that the sewage line comes up Steubenville Pike and questioned whether eminent domain could be used for one tap.

-Mr. Furman asked if more than one tap could be tied into this.

-Mr. Grubbs stated that the added location of the Road Garage is well past the 150 feet set by the Sewer Authority.

-Mr. Grubbs questioned how the taps were going to be installed.

-Mr. Duerr suggested going with the lowest bidder.

-Mr. Lemmi asked if the Road Crew should do it and Mr. Duerr said he didn't think so.

-Mr. Grubbs stated that the electric out by the holding tanks is not enough to power the grinder pump.

-Mr. Duerr stated that additional wire could be run there and to the control panel.

-Ms. Turrentine was asked to contact Tru Plumbing (the lowest bidder) and make sure they are aware of the additional electrical work that will need done.

### 4. Streetlights

-Mr. Grubbs stated that there is an issue with the streetlights at the Cloverleaf. There are many that are



burned out and some of them come on and go off.

**Motion: To allow Mr. Grubbs to address the street light issues at the intersection of 18 and 22.**

Motion: David Duerr

2<sup>nd</sup>: Kevin Lemmie

Vote:

Mr. Duerr-yes, Mr. Donohue-yes, Mr. Grubbs-yes, Mr. Lemmi-yes, Mr. Winkler-yes

**Motion Passed**

**Adjourn**

**8:46pm**

\_\_\_\_\_  
Kevin Lemmi, Chairman

\_\_\_\_\_  
James Donohue, Vice Chairman

\_\_\_\_\_  
Herbert Grubbs, Supervisor

\_\_\_\_\_  
David Duerr, Supervisor

\_\_\_\_\_  
Donald Winkler, Supervisor

ATTEST:

\_\_\_\_\_  
Wendy M. Turrentine, Secretary/Treasurer

\_\_\_\_\_  
Date