

The Hanover Township Board of Supervisors held the **Regular Meeting** on **Thursday, July 20, 2017** at the Municipal Building, the meeting commenced at 7:30pm. Those present were Mr. Dale Handick – Chairman, Mr. Herbert Grubbs-Vice Chair, Mr. Kevin Lemmi –Supervisor, Mrs. Audrey Wingard-Secretary/Treasurer & Mr. Dennis Makel-Solicitor.

Call to Order

Roll Call Mr. Handick, here Mr. Grubbs, here Mr. Lemmi, here

Pledge of Allegiance

Approval of Minutes:

1. Approval of minutes from the regular meeting of June 15, 2017

Motion: Approve minutes for the regular meeting June 15, 2017

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

Questions on Agenda Items: None

Administration Report: Statement of Financial Accounts – Balance Sheet

Animal Control Service Report:

Answered Calls: 15, Citations Issued: 1, Warnings Issues: 11, Animal Bite Reports: 0, Cat-Dog Pick-ups: 4, Kennel Placement: 4, Animal Returned to Owner: 1, Animal Nuisance Calls Received: 11

Public Safety Reports: Police Department:

Magisterial Income: \$4,347.24

Title 18 (crime code) 4,075.57

Title 75 271.67

475 hours patrolled

Concert season as started be aware of traffic

Fire Department:

Structure Fires: 2, Fire Alarm: 1, Vehicle Accidents: 5, Vehicle Fire-1,

Mutual Aid: 2, Medical: 17, Public Service: 2, Tree Down: 5, Wires

Down: 3, Public Service: 2, Medical: 15, Lift Assist: 1, Assist P.D.: 1

Total Calls for June 2017: 37, Year-to-date: 201

Road Report: Clean drains and ditches all roads, cut trees on all roads, repair Florence traffic light, landscape and repair firehouse in park, mow/trim all roads, patch roads, repair and grease equipment, sweep Kramer, Kings Creek, Rock School & Purdy Rd. Ext. Mr. Lemmi asks if there are street lights out around the interchange.

Park Report: Inspector came to inspect park bathroom. He found two issues. The mirrors are about ½" too high and the pipes under the sinks are exposed and need to be covered. Mr. Grubbs stated that he went out and purchased the covers to be installed by Tim Ramacker. The bathroom is open for use.

Approve Expenses:

Motion: Approve Expenses

Motion: Mr. Handick 2nd Mr. Lemmi

Mr. Grubbs explains he has a reimbursement of \$85.30 for the ADA bathroom signs and the under covers for the sinks. Mr. Grubbs explains when voting on the expenses he will abstain

from voting on these purchases. Mr. Makel states he has a form for recusing yourself from voting and he will supply the Township with a copy.

Mr. Handick has a reimbursement for a battery for the alarm system at the Road Department from which he will abstain.

Motion: Approve expenses

Vote: Mr. Handick – yes, -with exception to reimbursements-abstain, Mr. Grubbs-yes, -with exception to reimbursements-abstain, Mr. Lemmi – yes **Motion Passed**

New Business:

1. Donate van to Volunteer Fire Department
Motion: Donate 1993 Chevrolet van (VIN 1GCGG35K8PF351719) to the Hanover Township Volunteer Fire Department
Motion: Mr. Lemmi **2nd:** Mr. Handick
Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

2. Authorize renewal of Secretary/Treasurer Bond
Motion: Authorize renewal Secretary/Treasurer Bond for \$1,000,000 for the year August 2017- July 2018
Motion: Mr. Grubbs **2nd:** Mr. Lemmi
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Lemmi-yes **Motion Passed**

3. Discuss Paychex services for health care and general ledger payroll data service
Motion: Accept the general ledger payroll service proposal of Paychex with a monthly fee of approximately \$33.00/mo. plus \$100.00 set-up fee.
Motion: Mr. Grubbs **2nd:** Mr. Lemmi
Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

Motion: Accept the proposal of Paychex for monthly monitoring in terms of the Affordable Care Act at a cost of \$85.00 month and \$0.85 per employee for the period of 2017.

4. Discuss investment of PLGIT Funds offer from William Kruck
Mr. Handick explains Mr. Kruck of PLGIT visited office to offer new investment opportunities with state liquid fuels monies according to Act 10.
Motion: Accept proposal to adopt PLGIT investment options pursuant to Act 10 of 2016 in terms of investment of Township liquid fuels monies.
Motion: Mr. Handick **2nd:** Mr. Lemmi
Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

5. Discuss amending the UCC contract: allow for adjustment of per sq. ft. rate for large industrial buildings
Mr. Grubbs explains we have a contract with Municipal Consulting, Harold Ivery, Building Code Inspector whereby Mr. Ivery charges so much a square foot and we receive a percentage of that fee for processing. Due to the interest of an undisclosed party wanting to put up a 500,000-square foot building in Starpointe, we would like to give Mr. Ivery the opportunity to negotiate his fee for his services and inspection. At his current rate, this building permit would cost approximately \$200,000.
Motion: Authorize Municipal Consulting, Harold Ivery, to negotiate with owners/applicants of industrial buildings which have substantial square footage and the Township will maintain its percentage fee with Municipal Consulting for the same large square footage buildings.
Motion: Mr. Grubbs **2nd:** Mr. Lemmi

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

6. Discuss AT&T wireless phone use by department
Mr. Lemmi explains the Police Department has one AT&T phone and the purpose of the phone was to use at the Pavilion if internet was down. This did not work and the phone is not used. The Police Department does not need it. Mr. Handick explains that he doesn't use his company phone either, but forwards it to his personal phone. Mr. Grubbs interjects and makes a suggestion for the following motion.

Motion: Authorize each department to discontinue the phones they no longer need.

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

7. Sound system for the park and cabinets for park
Mr. Grubbs explains the quote from the Guitar Center in Robinson. Mr. Donahue suggests checking the weight of the speakers so they are not too heavy.

Motion: Authorize the purchase of the sound system from Guitar Center at a cost not to exceed \$1,500.00.

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

Motion: Purchase kitchen cabinets from Lowe's at a cost not to exceed \$500.00

Motion: Mr. Lemmi 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

8. Covered Bridge Festival Entertainment
Mr. Grubbs stated we received the customary payment from the County Tourism and since we have money in the park account, to add some of those monies to the entertainment budget for Covered Bridge Festival. There is a discussion of the entertainment to have small entertainers and the petting zoo.

Motion: Authorize a supplement of \$1,500.00 for the Covered Bridge Festival budget of expenses.

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

9. Review complaint from Holly Haspel of Hanlin Station Road
Ms. Haspel has requested school bus stop signs and hidden driveway signs be installed near her residence. She also states speed is an issue on this road. Mr. Lemmi asks Ms. Haspel how many signs she believes are required. She also requests the Police Department to patrol the road for speeding.

Motion: Make a request by letter to PennDot to install hidden driveway and school bus stop signs at or near Holly Haspel's address of 654 Hanlin Station Road

Motion: Mr. Lemmi 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

10. Hire Carl Speicher as an "as needed" park employee
Motion: Hire Mr. Carl Speicher as an "as needed" park employee at a rate not to exceed \$10.25 pending criminal background and Act 34/151 clearances.

Motion: Mr. Handick 2nd: Mr. Lemmi

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi-yes **Motion Passed**

11. Change Hanover Township Office hours from 8:30 to 4:30 to 8:00 to 4:00

Motion: Change the Hanover Township office hours to 8:00am-4:00pm.

Motion: Mr. Grubbs 2nd: Mr. Handick

Vote: Mr. Handick-yes, Mr. Grubbs-yes, Mr. Lemmi

Motion Passed

Public Comments: Mr. Dalfol speaks of his issue at 38 Steubenville Pike with a washout problem mentioning that he is aware that it is a state road. He asks why the road has been marked out there and is informed that perhaps it may be a PA One Call for 40 Steubenville Pike for a potential gas line problem. Mr. Dalfol also asks for speed patrol on Steubenville Pike as he and his employees need to cross the road and cars are speeding. Mr. Lemmi states they will put white lines on the road and monitor this area. Mr. Dalfol gives permission to have officers sit in his parking lot.

Mr. Patterson asks the status of the pensions. Mr. Lemmi states nothing right now. He additionally states that nothing will change. He wants to add a defined contribution package to the pension. Mr. Lemmi states he wants to finish this issue by the end of year.

Public Announcements: Live Nation has provided free tickets for Incubus and Boston for this coming Wednesday and Friday. They are at the office for pick up.

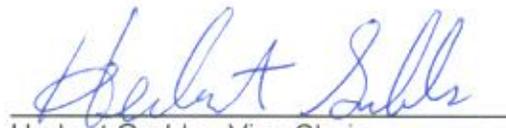
Mrs. Rhoades gives an update on the cemetery.

Motion to Adjourn: Mr. Handick
Adjourn Meeting 8:52 pm

VISIT US AT OUR WEBSITE: www.hanovertwp.net



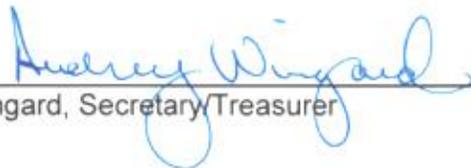
Dale Handick, Chairman



Herbert Grubbs, Vice Chair



Kevin Lemmi, Supervisor

ATTEST: 

Audrey Wingard, Secretary/Treasurer



Date

130216

**CONFLICT OF INTEREST
ABSTENTION MEMORANDUM**

To: Township Secretary/Treasurer
Hanover Township, Washington County, Pennsylvania

FROM: Mr. Herb Grubbs, Supervisor

DATE: July 20, 2017
Meeting Date

Pursuant to Pennsylvania's Public Official and Employee Ethics Law" (65 PA CSA 1101 et seq), I hereby declare that I am required to abstain regarding the following issue/motion:

Approval of expenses related to the purchase and reimbursement to me for the purchase of the ADA bathroom signs and under sink coverups as required to pass inspection.

My conflict/reason for abstaining is as follows:

I purchased these products for the Township bathroom and am being reimbursed



Signature of Public Official

NOTE: Section 1103 (J) requires the following procedure:

"Any public official or public employee, who is in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken "

(Please note the state Ethics Commission requires a public official to complete a form every time he has a conflict of interest.)

**CONFLICT OF INTEREST
ABSTENTION MEMORANDUM**

To: Township Secretary/Treasurer
Hanover Township, Washington County, Pennsylvania

FROM: Mr. Dale Handick, Supervisor

DATE: July 20, 2017
Meeting Date

Pursuant to Pennsylvania's Public Official and Employee Ethics Law" (65 PA CSA 1101 et seq), I hereby declare that I am required to abstain regarding the following issue/motion:

Approval of expenses related to the purchase and reimbursement to me for the purchase of the battery from the security system in the road department building.

My conflict/reason for abstaining is as follows:

I purchased these products for the Township and am being reimbursed.



Signature of Public Official

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