

The Hanover Township Board of Supervisors held the **Regular Meeting on Thursday, February 15, 2018** at the Municipal Building, the meeting commenced at 7:30pm. Those present were Mr. Dale Handick – Chairman, Mr. Herbert Grubbs-Vice Chair, Mr. William Michael –Supervisor, Mrs. Audrey Wingard-Secretary/Treasurer & Mr. Dennis Makel-Solicitor.

Call to Order

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

Pledge of Allegiance

Approval of Minutes:

- 1. Approval of minutes from the January 18, 2018 regular meeting minutes.

Motion: Mr. Grubbs 2nd: Mr. Michael

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

Questions on Agenda Items: None

Administration Report: We started the process for DCED audit nothing else new to report

Public Safety Report: Police Department

Magisterial Income:	\$ 6,109.80
Local Ordinance	1,627.15
Title 18 (crime code)	4,246.10
Title 75	236.55
504 hours patrolled	

Fire Department:

Structure Fires: 2, Haz-Mat: 0, Grass/Brush Fire: 0, Illegal Burn: 0, Vehicle Accidents: 7, Vehicle Fire: 0, Landing Zone: 0, Mutual Aid: 4, False Alarm: 0; Fire Alarm: 0, Tree Down: 1, Wires Down: 2, Medical: 18, Lift Assist: 2, Public Service: 0
Total Calls for January 2018: 36, Year-to-date: 36 Calls

Road Report: WEEK OF JANUARY 1; Mix cinders plow all roads back and ash 4 days, Shop equipment repair, Office work on furnace WEEK OF JANUARY 7; Plow & Ash all roads 3 days, Clean Intersections, Devils Den and Kramer cut trees, Wash trucks, Equipment repair, Mix cinders, Open culverts and repair washouts, WEEK OF JANUARY 14; Plow all roads 4 days, Ash roads 2 days, Clean Drains Kramer, Five Points, Repair equipment in shop, Furnace installed, WEEK OF JANUARY 21; Bartleyville, Pair Colliers, Devils Den, Meadow, Ralston clean drains, Maxwell cut tree, Rock School and Purdy Road Ext clean drains, Office install cameras, Shop repair equipment, WEEK OF JANUARY 28; Repair equipment shop, Plow and ash all roads, Plow back all roads

Park Report: Park reservations began February 1, 2018. There have been 26 reservations to date.

Approve Expenses:

Mr. Grubbs states he has a reimbursement for the surveillance/security system for the Hanover Township office.

Motion: Mr. Handick 2nd: Mr. Michael

Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

New Business:

- 1. Authorize the Advertisement for Road Materials and method of fuel bids quote (OPIS plus upcharge)

Mr. Handick states we need to advertise for our stone, asphalt, oil for tar and chip and fuel.

Mr. Grubbs states that it says through the Joint Purchasing Program each municipality will have a separate award. Mr. Grubbs states maybe we should bid both ways.

Motion: Authorize advertising for the required road materials for all summer.

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Motion: Mr. Handick 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

2. Adopt Washington County Sewage Council's recommended Resolution
 Mr. Grubbs states their resolution says if you're going to build a house you need either an original on lot sewage septic system permit, receipt of public sewer line hookup authorization, approved 10-acre exemption, written certification of an approved connect to an existing system, or written confirmation/inspection there isn't water under pressure for the proposed building before you can secure a building permit.
Motion: Adopt Hanover Township Resolution 2018-7.
Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

3. Authorize advertisement for part-time seasonal officers for the 2018 concert season in up to 3 newspapers
Motion: Advertise for seasonal part-time police officers for the 2018 concert season.
Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

4. Approve Seibel Subdivision
 Brian Meier of HMT and Associates states this is a simple subdivision changing the property line between the 2 lots making them each 6.456 acres. Mr. Grubbs reports on the Planning Commission review and states that the Planning Module has been completed and approved by Washington County Sewage Council.
Motion: Approve Seibel Subdivision
Motion: Mr. Handick 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

5. Authorize the return of Hydro Recovery's landscaping bond (certified check number 200429490-6 dated August 7, 2014)
Motion: Return the check to Hydro Recovery
Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

6. Discuss update of Huntington's quote for increase liability insurance
 Mrs. Wingard states at the last meeting there was a request to inquire about increasing our D&O and Police Professional Insurance from Huntington Insurance up to four million dollars. After speaking with our rep Amy Interval, I was informed that our carrier, Western World would provide the additional two million dollars coverage effective at the onset of our policy (January 15, 2018) for the cost of \$4,333.00. This was the highest dollar amount of coverage they would provide. The underwriters said they would continue to look for additional coverage. Mr. Grubbs states we should go to the two million dollar coverage.
Motion: Increase the Directors & Officers and Police Professional Liability Insurance Policy to the quoted two million dollar coverage at an additional cost of \$4,333.00.
Motion: Mr. Michael 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

7. Authorize Audrey Wingard to attend Basic Training for Secretaries and Administrators March 15, 2018 in Cranberry Township PSATS cost - \$75.00
 Mrs. Wingard states she questions the necessity of this training and wanted to put the information in front of the Board to see if they wanted her to go. It states the training covers DCED reporting, PennDOT filings, pension/actuarial valuation, understanding land use and planning, record retention, Right to Know laws, PA Chart of Accounts and capital budgets.
Motion: Authorize Audrey Wingard to attend the PSATS training March 15, 2018.

Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

8. Discuss the use of the 2018 Municipal Intern Program

The Local Government Academy in conjunction with the Redevelopment Authority has announced the 2018 Municipal Intern Program. This program has been endorsed by the Washington County Planning Commission. The program matches graduates or undergraduates interested in Public Administration careers with local municipalities for projects within their municipality of up to 480 hours and the Program covers 50% of their wages. An application must be completed on-line detailing the project. Selected projects will be announced March 12, 2018.

Motion: Authorize the Township to participate in the 2018 Municipal Intern Program subject to the Township Supervisors and Secretary/Treasurer providing the necessary information.

Motion: Mr. Grubbs 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

9. Accept the resignation of Brain Moore from the Road Department effective February 16, 2018
 Mr. Handick states that Mr. Brain Moore has requested to stay on an on-call part-time list if needed whereby he may be called for snow removal or other circumstances when he may be available.

No Action Taken

10. Mr. Grubbs states Audrey is owed 5 days of vacation. He states she should be allowed to carry them over to this year as long as they are not taken all at one time to cause complication to the operation of the Township.

Motion: Allow Audrey to carryover 5 vacation days for a total of 15 vacation days in 2018.

Motion: Mr. Grubbs 2nd: Mr. Handick
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

11. Authorize four (4) more fire hydrants in the Township.

Mr. Handick states Fire Chief Morra has requested two (2) fire hydrants on Paris Colliers, one (1) on Perkins Lane and one (1) in the 1200 block of Steubenville Pike.

Motion: Authorize and submit necessary documents to the Pennsylvania American Water Company for the installation of four (4) new hydrants as requested by the Hanover VFD.

Motion: Mr. Handick 2nd: Mr. Michaels
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

Public Comments: There are visitors from Prudential Financial. Mr. Haines speaks and introduces himself and Andrea Gaydosh. He explains Prudential has been working to bring education workshops to various businesses and Townships and their employees. They have a list of topics which may be of interest. Mr. Grubbs asks what this means. Mr. Haines says in example they would bring in a presenter who is certified about retirement, to speak to a group of interested people. They can do this at a restaurant or the Township building where ever the group would like to meet. They would bring in information about retirement, how to prepare, what can detract from retirement and pieces of information that would help a person prepare for retirement. Mr. Haines will supply us with a list of presentations which will be disseminated to the employees to see what they want to hear about.

Mr. Mike Morra asked if the ad for the Fire Maintenance Personnel position can be advertised again. Mr. Makel suggests the township consider using an electronic format for advertising as this would be the third time to advertise for this position without securing any applicants.

12. **Motion to advertise for Fire Maintenance Personnel on Indeed and Monster**

Motion: Mr. Grubbs 2nd: Mr. Michael
Vote: Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

Public Announcements:

Hanover Township Volunteer Fire Department is running their fish fry.

March 13, 2018 is a special election. The Township Office will be closed.

March 1, 2018 there is a PennDOT meeting covering the Bavington Bridge overpass closure.

Motion to Adjourn: Mr. Handick

Adjourn Meeting 8:32 pm

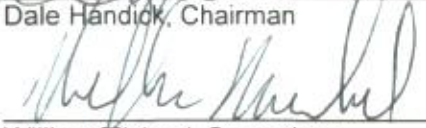
VISIT US AT OUR WEBSITE: www.hanovertpw.net



Dale Handick, Chairman




Herbert Grubbs, Vice Chair



William Michael, Supervisor

ATTEST: 

Audrey Wingard, Secretary/Treasurer



Date