

The Hanover Township Board of Supervisors held the **Regular Meeting on Thursday, July 19, 2018** at the Municipal Building, the meeting commenced at 7:30pm. Those present were Dale Handick – Chairman, Herbert Grubbs-Vice Chair, William Michael –Supervisor, Mrs. Audrey Wingard-Secretary/Treasurer & Dennis Makel-Solicitor.

**Call to Order**

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

**Pledge of Allegiance**

**Approval of Minutes:**

**1. Regular Meeting June 21, 2018**

Mr. Grubbs requests the name of the residents who spoke on page four appear in the public comments of the minutes. Names to be added are determined to be Ed and Debbie Zimmer.

**Motion: Approve minutes with noted addition.**

**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael

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

**Questions on Agenda Items: None**

**Balance Sheet:** The first Amusement Tax payment for the 2018 was received. All accounts in balance. In the State Fund (Liquid Fuels) we have paid for two pieces of equipment this year, the broom and the pick-up truck, leaving an equipment balance of \$34,000 which would roll-over to next year.

**Public Safety Reports: Fire Department:**

Structure Fire: 0, Haz-Mat: 0, Fire Alarm: 1, Vehicle Accidents: 3, Tree Down: 7, Wires Down: 0, Medical 15, Grass/Brush Fire: 0, Check Well Being: 0, Mutual Aid: 1, Search and Rescue: 1; Landing Zone: 1  
Total Calls for June 2018: 32, Year-to-date: 192

**Road Report:** JUNE 1: Cut and grade all roads, Weed whack bridges and signs, WEEK OF JUNE 9: Blacktop Devils Den, Cut Tree Meadow, Mow all road weed whack bridges and signs, Ditch and Grade and haul dirt Knowlton & Vangorder, Shop repair equipment, WEEK OF JUNE 16: Cut trees, clean curbs all roads, Mow all roads, Cut grass shop, Repair equipment shop, Office run cable, Kramer cut tree, Williams install drains, Williams clean up and black top, WEEK OF JUNE 23: Blacktop Devils Den, Park Repair Swing, Mow Devils Den, Paris Colliers, Ditch Kings Creek, Haul dirt from park pavilion, All roads cut trees and clean drains, WEEK OF JUNE 30: Push tree off road on Sunday, Cut grass township, Cut trees all roads, Blacktop Kings Creek, McCracken, Devils Den, Clean equipment, broom roads, re-mark Pumpco Repairs, Mow Paris Road, weed whack, Park work on pavilion

**Park Report:** Pavilion is up and we are getting ready to pour the concrete for the floor

**Approve Expenses:** Mr. Handick states he has two reimbursement, one for the pump for the fuel tanks and one for travel to Harrisburg to pick up the new truck. Mr. Grubbs states he is being reimbursed for the purchase of the underground cable for the surveillance system in the park. Mrs. Wingard states there were two reimbursements to Township officers for the purchase of water for the Pavilion Officers during the heat spell.

**Motion: Approve Expenses.****Motion:** Mr. Handick 2<sup>nd</sup>: Mr. Michael**Vote:** Mr. Handick-abstain reimbursements yes to other expenses, Mr. Grubbs- abstain reimbursement yes to other expenses, Mr. Michael-yes **Motion Passed**

There are residents in attendance from Victory Life Ministries who have concerns regarding their sewer bill. The church received a notice that the bill had been underestimated since 2009 and that they owed an additional \$1,200 for the nine-year period of. When the sewers were put in, the church had two working septic systems with leech beds, but the church was told if they were 200' from the line they had to connect to the sewer system. They installed two sewer lines, one for the church and one for the parsonage. First the church received a letter from the county stating the parsonage had been sold. It had not and Mrs. Mcle had to go to the courthouse where she found it had been DFB at 670 Steubenville Pike and not the church at 590 Steubenville Pike that had been sold. The church then received a letter from HTSA stated that all accounts were being audited and the review of Account 431 (the church) was underbilled by some \$800.00 and the parsonage was underbilled some \$200.00 with interest the total bill was around \$1,200.00. She asks how the church could be unbilled and how can the church be responsible if HTSA incorrectly billed their account. Our solicitor recommends the church file a right to know request for the rules and regulation, a copy of the calculations that supports the fee by operation and maintenance cost and debt service, and also request for audit finding showing how the amount owed was determined.

170116

**New Business:**

1. Approve the Ralston Consolidation Site Plan  
Deana Ralston is combining three lots into one on Whippoorwill Lane. Mr. Grubbs reads the report of the Planning Commission Report. The report states that the Planning Commission met and determined Mrs. Ralston is combining three lots into one lot of 3.8 acres and the Planning Commission recommended approval as did the Washington County Planning Commission.

**Motion: Approve Ralston Consolidation Site Plan****Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Handick**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

2. Approve the Hanover Township Personnel Policy amendments regarding the number of hours for full-time employment and adding Pension information under benefits.  
Mrs. Wingard notes the changes are in red on page 3 and page 13. The changes consist of the full-time hour requirement from 2000 to 2080 hours, the pay week was changed to reflect current payroll; Sunday through Saturday and paid every two weeks on Thursday following the last Saturday of the pay period. On page 13 the new language for the pension benefit was added.

**Motion: Adopt the changes to the Personnel Policy****Motion:** Mr. Michael 2<sup>nd</sup>: Mr. Grubbs**Vote:** Mr. Handick-abstain Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

3. Authorize Resolution 2018-8 adding early retirement option to pension program approved during the June 2018 Board Meeting

**Motion: Adopt Resolution 2018-8 adding early retirement to the pension plan.****Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael**Vote:** Mr. Handick-abstain Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

\* Mr. Handick did not discuss or vote on this issue.

4. Authorize Resolution 2018-9 changing the Hanover Township Pension Program as approved during the June 2018 Board Meeting  
Mrs. Wingard states the resolution was developed from a sample supplied by Diane Calhoun of PSATS. There was one question with item number F and the language was formulated by the Pension Plan Actuary. The solicitor states the Resolution is in reference to new employees going from the defined benefit to the defined contribution (cash based) pension program.  
**Motion: Adopt Resolution 2018-9 amending Hanover Township Pension Plan**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-abstain Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**  
**\* Mr. Handick did not discuss or vote on this issue.**
5. Authorize the Hanover Township VFD to place items on Municibid under the townships account  
**Motion: Approve the Hanover Township Volunteer Fire Department to list vehicles for sale under the Hanover Township account on Municibid at the fire department's request.**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
6. Approve the transfer of 2005 F-350 pickup to the Hanover Township Volunteer Fire Department  
**Motion: Transfer 2005 F-350 to the Hanover Township Volunteer Fire Department**  
**Motion:** Mr. Handick 2<sup>nd</sup>: Mr. Grubbs  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
7. Discuss property requirements for replacement of bridge on Bartleyville Road  
**Motion: Have our engineer, Widmer, survey the property needed for easement/right-of-way for the bridge on Bartleyville Road.**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
8. Approve purchase of the pipe for Haul Road  
Mr. Handick states we received two quotes, both for \$8,880. Mr. Grubbs states the amount is under the \$10,900 amount requiring three quotes so the pipe can be purchased. We have done business with Culvert so it is determined to buy it from them for the Haul Road Bridge.  
**No Motion Needed**
9. Approve purchase of picnic tables for new pavilion  
Mr. Grubbs states he would like to order the same tables from the same company that were purchased before. It is determined the seating need for the pavilion should be 100 people.  
**Motion: Purchase picnic tables for the new pavilion not to exceed \$15,000.00**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Handick  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
10. Approve the Heavy Hauling Agreement for Y&B Logging for North Kings Creek Road  
**Motion: Approve the Heavy Hauling Agreement for Y&B Logging on North Kings Creek Road subject to the receipt of the original bond.**  
**Motion:** Mr. Handick 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

- 11. Authorize purchase of a new water fountain near the new pavilion  
**Motion: Approve purchase of an ADA outdoor water fountain for park not to exceed \$1,500.00**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
- 12. Motion to approve/not to approve light or medium duty for Road Department Employees  
**Motion: Based upon the recommendation of the township solicitor, motion not to approve any light and/or medium duty work based upon the number of Road Department Employees**  
**Motion:** Mr. Handick 2<sup>nd</sup>: Mr. Grubbs  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
- 13. Authorize solicitation of bids for excavation project for Haul Road Bridge Replacement  
**Motion: Solicit quotes for excavation work for the Haul Road Bridge Replacement project.**  
**Motion:** Mr. Handick 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**
- 14. Authorize Domenic Provenzano to do concrete labor for the park. Township will pay for concrete.  
**Motion: Authorize using services of Domenic Provenzano to provide labor for finishing 40 yards of concrete and the purchase of up to 40 yards of concrete not to exceed \$5,000 for said concrete**  
**Motion:** Mr. Grubbs 2<sup>nd</sup>: Mr. Michael  
**Vote:** Mr. Handick-yes Mr. Grubbs-yes Mr. Michael-yes **Motion Passed**

**Public Comments:** Mrs. Grey asks the township if it would be possible to consider not charging residents for clean-up. Mr. Handick states the volume has dropped since the charge was added. He feels if you don't charge it would bring in many other people. Mrs. Grey states if they don't bring it to clean-up it ends up being dumped on the roads somewhere. Mr. Handick believes that is inevitable, you will always have litterers. Mr. Grubbs asks how much the township pays for one dumpster for clean up and Mr. Handick states they are \$365.00 apiece and we use about 5 dumpsters. Mrs. Grey asks them to consider free for senior citizens and/or cars.

Mrs. Ralston states Whippoorwill Lane is sinking below 129 Whippoorwill. Mr. Handick states he will look at it tomorrow.

Mr. Donohue asks about South Kings Creek Hill being repaired. Mr. Handick states he is aware and will address this issue.

**Public Announcements:** There are 5 concerts at Key Bank this upcoming week.

**Meeting Adjourned: 8:38 pm**

VISIT US AT OUR WEBSITE: [www.hanoverwp.net](http://www.hanoverwp.net)

  
 Dale Handick, Chairman

  
 Herbert Grubbs, Vice Chair

  
 William Michael, Supervisor

ATTEST:   
 Audrey Wingard, Secretary/Treasurer

  
 Date