

The Hanover Township Board of Supervisors held **Regular Meeting on Thursday, October 18, 2012** at 7:30 pm at the Municipal Building. Those present were David Duerr-Chairman, James Donohue-Vice Chairman, Herbert Grubbs-Supervisor, Kevin Lemmi-Supervisor, Donald Winkler-Supervisor, Wendy M. Turrentine-Secretary/Treasurer & Chris Furman-Solicitor.

**Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Approval of Minutes:**

1. Regular Meeting September 20, 2012

-Mr. Grubbs stated that he used the word “drill” not “grill” during the discussion of the status Thomas Fehl.

**Motion: To approve the minute from the Regular Meeting September 20, 2012.**

Motion: Donald Winkler 2<sup>nd</sup>: Kevin Lemmi

Vote:

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

**Motion Passed**

**Questions on Agenda Items:**

None

**Chairman’s Report:**

Mr. Duerr gave an update on the hydrants requested by the fire chief.

-He spoke with Chris Bartkus from PAWC and explained that the Township was being billed for 109 hydrants when only 107 were in existence.

-Upon inspection, it was determined that the Township only has 105 hydrants.

-He stated that before the new hydrants were installed, PAWC needed to figure out the overbilling and what the Township was owed.

**2013 Budget**

-Mr. Duerr stated that with the revenues received by the Township this year, he would like to challenge the Board to consider cutting the millage and wage taxes in half from \$280,000 in 2012 to \$140,000 in 2013.

-He stated the Township received higher than expected revenues from the Amusement Tax and over \$110,000 from Act 13 funds.

-He explained that the Township can afford to cut taxes and still complete major projects including the Park, Fire and Police Departments.

**Public Safety Reports:**

Police Department – no report

Fire Department – 1 Hazmat, 3 vehicle incidents, 1 false alarm, 1 public service, 9 medical. 230 calls YTD.

Animal Control – 14 calls answered/received at residence, 1 citation, 10 hours patrolled, 4 dogs picked up/placed in kennel, 2 dogs returned to their owner and 10 nuisance calls received.

**Road Report:**

Total Hours Worked: 749 – 566 road maintenance, 24 holiday, 24 clean up, 40 hours vacation, 5 overtime;

Total Wages: \$13,843.96

Pleasant View Road – Mr. Duerr was approached by a resident regarding the Township taking over the road.

-The beginning of the road is fine but there is not turn around at the end.

-Mr. Grubbs stated that the road needs surveyed and 51% of the property owners have to agree and sign that they want the Township to take over the road.

-It was explained that the right of way needs to be 35-40 feet wide.

**Park Report:**

The Park is closed for the season.

**Approve Expenses:**

- Mr. Duerr stated that the solicitor bill is now itemized and is pleased.
- Mr. Duerr questioned the purchase of badges. Mr. Winkler stated that badges that say "Officer" are needed as well as an "Officer in Command".
- Mr. Niederriter questioned the mileage expense for Mr. Winkler who explained that he made a trip to Washington and several trips to Weirton to save on service calls.

**Motion: To approve the Bills List**

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**

**New Business:**

1. Appoint PSATS Pension Trustee

It was explained that PSATS maintains the pension plans and they appoint an internal trustee.

**Motion: To appoint Michael J. Dennehy, Jr. as the PSATS Trustee of both the Uniform and Non-Uniform Pension Funds.**

Motion: Donald Winkler 2<sup>nd</sup>: James Donohue

Vote:

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

**Motion Passed**

2. Purchase Plow to Replace "V" Plow

- Mr. Duerr explained that there is a plow that either needs fixed or replaced.
- Mr. Grubbs explained that these plows wear out easily and there is not much to them.
- Mr. Duerr explained that Mr. Handick contacted 5 places for quotes and only received them from 2.
  - Walsh Equipment and US Municipal Supply
    - Walsh Equipment \$4,925
    - US Municipal \$4,712
- Mr. Duerr stated that Walsh Equipment is slightly higher; however, their location is closer so travel time to have the plow installed would be less and it would be easier to get to should something need repaired.
- Mr. Lemmi asked if the tractor was purchased from the same dealer. Mr. Duerr stated yes.
- Mr. Duerr stated that Walsh offered to sell the used plow the Township is getting rid of.

**Motion: To approve the purchase of a new plow from Walsh Equipment for the price not to exceed \$5,000 with the instruction to give Walsh Equipment the V plow to sell.**

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**

3. Act 13 Funds

- Mr. Duerr explained that the Township should be receiving their impact fees next week in the amount of \$110,649.85. He went on to say that a separate account should be set up for the use of these funds as there is a limited number of ways this money can be utilized.
- Mr. Furman explained that these fees will change annually and a decrease in the funds should be expected.
- Mr. Duerr proposed budgeting these funds for allocation for the year following their receipt.

**Motion: To allow for a separate bank account to be set up for Act 13 Impact Fee Funds.**

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**

4. SWIF 994 Coverage Binder

It was announced that the Township received confirmation that 994 Workers Compensation for Volunteer Fire Departments was approved through the state fund. Heart and Lung coverage needs to be looked at.

5. Broken/Outdated Police Equipment

-Mr. Winkler explained there were two outdated hand held radios and a broken computer monitor in the police department.

**Motion: To dispose of two handheld Motorola radios and one broken screen from the police department.**

Motion: Donald Winkler 2<sup>nd</sup>: James Donohue

Vote:

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

**Motion Passed**

6. Fiola Holding Tank Agreement

-Mr. Grubbs explained that Rick Fiola has applied for a temporary holding tank at a new residence.

-Tom Wright from the Washington County Sewage Council suggested the bond be \$750.00 to allow for the tanks to be pumped 3 times should the Fiolas not maintain the tanks.

-There is a time limit set that the tanks need to be replaced with a permanent system.

**Motion: To approve the application for the temporary holding tanks for Rick Fiola provided the bond be set and paid.**

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**

7. Disposal of Police Department Outdated Files

-Mr. Winkler presented a list of files from the Police Department to be destroyed.

Township:

-2004 & 2005 Incident Reports, Patrol Reports, Vehicle Reports, Officer Activity

-2006, 2007 and 2009 Incident Reports

-2208 Incident Reports and Traffic Citation Log

Pavilion:

-2004, 2008 and 2009 Incident Reports

-2005 Incident Reports, Custody Release Log, Citation Log and Position Roster

-2006 Incident Reports, Badge/Payroll log, Custody Release Log and Property receipts

-2007 Incident Reports, Custody Release Log, Event Report and MDT Log

**Motion: To destroy the requested documentation from the Hanover Township Police Department.**

Motion: Donald Winkler 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. Special Detail with Taylor Martin

-Mr. Duerr stated that Bob Lonick has requested a car and officer for Taylor Martin Special Detail on October 25<sup>th</sup>.

**Motion: To allow OIC Henry to do special detail on October 25<sup>th</sup> for Taylor Martin Auction.**

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

Vote:

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

**Motion Passed**

9. AL Solutions HOP Drainage

-Mr. Grubbs explained that AL Solutions has a storm water retention pond on their property. PennDot needs the Township to approve this.

-CEC, the engineer for AL Solutions, has submitted a sample Maintenance Agreement.

-Mr. Duerr stated that the agreement should include any future owners should the land be sold or subdivided.

-Mr. Furman stated he would revise the proposed Maintenance Agreement to include definitions and to insure that the covenant runs with the deed(s) of the property.

**Motion: To approve the Maintenance Agreement between the Township and AL Solutions regarding HOP Drainage with the additions and clarifications set forth by Mr. Furman.**

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**

**Not on Agenda:**

1. Municipal Consulting Service, LLC

-Mr. Grubbs explained that there were concerns regarding whether the Township would be covered should Municipal Consulting Service happen to leave for some reason with jobs still open and there work is not bonded.

-Mr. Ivery stated that a bond is not required through the state but he understands where the Township is coming from regarding this issue. He and Mr. Grieb proposed that they break their invoices into thirds for all permits costing \$10,000 or more as opposed to getting a bond. That way, in the event a final inspection is not done, the Township will not be paying for it twice.

1/3 upon plan review and issuance of permit

1/3 upon footer, foundation and rough framing completed

1/3 upon completion of final inspection

-Mr. Grubbs questioned whether \$10,000 was a small enough figure for the agreement. That would leave the Township still paying roughly \$3,000.

-Mr. Grieb stated that currently, the Township receives the payment in full from the customer and Municipal Consulting invoices the Township for the whole project. This would eliminate complete payment until the project is complete.

-Mr. Furman stated that the payment breakdown is a good solution.

-Mr. Duerr stated that this may delay payment too long for Municipal Consulting should a project be delayed for some reason. He proposed the following:

10% upon review of site plans and issuance of permit

20% upon first inspection

30% upon footer, foundation and rough framing inspection

40% upon final inspection

-Mr. Furman questioned the amount of insurance Municipal Consulting had.

-Mr. Ivery stated that the state requires \$1,000,000 and that they are responsible, not the Township.

-Mr. Grubbs again questioned the amount of \$10,000.

-Mr. Grieb stated that if for some reason they were no longer with the Township, they would still complete projects for which they were paid as independent contractors.

-Mr. Grubbs stated he was thinking of making the payment agreement \$6,000.

**Motion: To accept the Payment Plan with the Township and Municipal Consulting Services for any building permit exceeding \$6,000 as follows:**

**10% upon plan reviews and issuance of permit**

**20% upon first inspection**

**30% upon footer, foundation and rough framing inspection**

**40% upon final inspection**

Motion: Mr. Grubbs 2<sup>nd</sup>: Donald Winkler

Vote:

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

**Motion Passed**

**Motion: To pay the current invoice to Municipal Consulting Service.**

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**

**Public Announcements:**

The Borough of Burgettstown has a collection bin to dispose of electronic devices.

Meeting was continued to Monday October 22, 2012 at 7:00pm at the Municipal Office for a budget workshop.

The Regular Township Meeting reconvened on Monday, October 22, 2012 at 7:00pm

Those present were David Duerr-Chairman, James Donohue-Vice Chairman, Kevin Lemmi-Supervisor, Donald Winkler-Supervisor and Wendy M. Turrentine-Secretary/Treasurer. Supervisor Herbert Grubbs was absent.

-Individual line items were discussed and tentative figures were budgeted.

The session was ended at 8:40pm and continued to October 29, 2012 at 7:00pm.

The Regular Meeting continuance and budget workshop reconvened on Monday, October 29, 2012 at 7:00pm.

Those present were David Duerr-Chairman, James Donohue-Vice Chairman, Herbert Grubbs-Supervisor, Kevin Lemmi-Supervisor, Donald Winkler-Supervisor and Wendy M. Turrentine-Secretary/Treasurer.

-The remainder of the individual line items were discussed and tentative figures were budgeted.

**The meeting adjourned at approximately 10:00pm**

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David Duerr, Chairman

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James Donohue, Vice Chairman

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Herbert Grubbs, Supervisor

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Kevin Lemmi, Supervisor

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Donald Winkler, Supervisor

ATTEST:

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Wendy M. Turrentine, Secretary/Treasurer

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Date