

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 2nd: 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 2nd: Herbert Grubbs

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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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 2nd: 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