

**UPPER HANOVER TOWNSHIP BOARD OF SUPERVISORS**  
**February 14, 2023**  
**Meeting Minutes**

I. The Meeting was called to order at 7:00 PM by Chairman Rothenberger who led in the Salute to the Flag

II. Roll Call

- Mr. Rothenberger, Chairman – *present*
- Mr. Fiorito, Vice-Chairman and Assistant Treasurer – *present*
- Mrs. Diehl, Assistant Secretary – *Absent*
- Mr. Woodward – *present*
- Mr. Laessig – *present*

*Also present were Township Manager Anne Klepfer, Township Solicitor Joseph Bresnan, Township Engineer Peter Eisenbrown and Township Road Department Supervisor Jayme Benfield.*

III. Citizen Comments (Non-Agenda Items)

Several Residents from the Warner School Road/Wasser Road/Mill Hill area of the Township were present to urge Supervisors to do more to curb the illegal truck traffic on these local roads. They also asked the Township to replace Weight Restriction Signs that have gone missing from the bridges. A resident from 2191 Warner School Road indicated that she has followed the trucks to the East Greenville Business Center. These same residents urged the Township to turn down the numerous proposals for new warehouses, citing increased truck traffic.

IV. Approval of Minutes

- A. January 9, 2023, Work Session Minutes
- B. January 10, 2023, Regular Meeting Minutes

***Motion to approve Meeting Minutes for 01/09/23 and 1/10/2023 made by Stefan Laessig and seconded by Tim Woodward. Motion carried 4-0.***

V. Monthly Invoices

- A. Previously Paid Bills Authorization
- B. Approval of Monthly Bills to be Paid.

***Motion by Tim Woodward to approve Previously Paid Bills and February Bills List. Seconded by Ben Fiorito and approved 4-0.***

VI. Monthly Reports

- A. Treasurer's Report – Mrs. Klepfer
- B. State Police Report – Mrs. Klepfer
- C. Building Inspector Report – Mrs. Klepfer
- D. Fire Marshal Report – Mr. Shade
- E. Road Report – Mr. Benfield

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*All monthly reports were accepted and entered into the record. The Treasurer reported a Fund Balance of \$14,837,707.84.*

*State Police reported 174 Police Incidents and 11 Traffic Stops for a total of 185 reported incidents.*

VII. Public Hearings – None

VIII. Planning & Zoning Matters

A. **ZHB Application of Stanislaw Kwasnik, re: 1012 School House Road.** Tax Parcel #57-00-03184-00-8, Block 37, Unit 01; located in the R-1 Agricultural Low Density Residential Zoning District. Applicant desires to convert a former one-room schoolhouse into a residence with a deck addition which will encroach into the required 40' side yard setback. Applicant seeks zoning relief from Section 500-1202. A. (2) ( e ) to allow placement of a deck which will encroach 30' into the required 40' side yard setback.

*The Board of Supervisors unanimously agreed to take no position on the application and to permit the Zoning Hearing Board to hear the application without input from the Board.*

IX. Committee Reports

A. Budget & Finance: Mr. Fiorito informed the Board that 12-month CD rates have a better return than 18-month CDs currently and that the Township purchased several 365-day CDs through PLGIT.

B. Personnel – No Report

C. Open Space, Parks and Recreation: Stefan Laessig reported that Carol Leight is Chairperson, Bill Fenley is Vice-Chairperson and Danielle Zifra is Secretary.

D. Regional Planning Committee: Mr. Rothenberger reported that the Regional Planning Committee reorganized and that he is the 2023 Chairman. Also, the County Planner presented to them the completed Greenway & Stewardship Plan.

E. Sewage and Water Committee – No report.

F. Bridge and Road Committee

1. Tim Woodward **moved** to approve the purchasing of tires for Township trucks and backhoe from Youngs Tire & Automotive for \$9,859.40.

**Seconded** by Ben Fiorito and **approved 4-0.**

2. Tim Woodward **moved** to approve the purchase of a shoulder conveyor from the Liquid Fuels Fund for \$13,576.00. **Seconded** by Ben Fiorito and **approved 4-0.**

G. Public Safety Committee – No Report

X. Township Engineer's Report – Mr. Eisenbrown

A. Otts Road Project Update and Payment Application #6 - \$89,017.07; **Motion to approve Payment Application #6 to Bi-State Construction by Stefan Laessig; seconded by Tim Woodward and approved 4-0.**

B. Macoby Run Phase 4B Maintenance Bond is recommended for release in the amount of \$56,000.03. Tim Woodward **moved** to release the Macoby

Run Phase 4B Maintenance Bond in the amount of \$56,000.03. The motion was **seconded** by Stefan Laessig and **approved 4-0**.

- C. Andrews Lane Escrow Release –This matter is deferred until a future meeting.
- D. Hendricks Road Closure Agreement Modification

Stefan Laessig **moved** to amend the Agenda to add the Hendricks Road closure agreement modification to the Agenda. Motion **seconded** by Ben Fiorito and **approved 4-0**.

Stefan Laessig **moved** to approve a pause in the 60-day road closure limitation on the condition that when it starts back up, the total days closed before and after the pause do not exceed 60 days. The motion was **seconded** by Ben Fiorito and **approved 4-0**.

XI. Township Manager’s Report – Mrs. Klepfer

- A. Upper Hanover Township Logo Adoption – Stefan Laessig **moved** to approve the Oval Shaped Logo with a Green Woodline as the official Township Logo. He noted that the square version of the same logo may be used at times. The motion was **seconded** by Tim Woodward and **approved 4-0**. Mrs. Klepfer commented that the logo will first be introduced on letterhead, on the new website and in the e-news. Preliminary public comments were all positive.
- B. Free Tree Program – Stefan Laessig moved to approve hosting a Free Tree Program at Camelot Park to be coordinated and run by Eve Puhalla. **Seconded** by Tim Woodward and **approved 4-0**.
- C. Electronics Drop-off Event – Mrs. Klepfer asked if there was interest in hosting an electronics drop-off event. The Board referred this matter to the Regional Planning Commission.

XII. Township Solicitor’s Report – *Mr. Bresnan reported that the applicants for the Demeno Tract are willing to talk to the Board about rezoning to Residential Use if so desired.*

XIII. Old Business

- A. **Resolution 2023-09** – Fee Schedule Amendment amending the Formula for calculating Required Escrow for Non-residential SALDO applications. **Motion** by Stefan Laessig to adopt Resolution No. 2023-09; **second** by Tim Woodward and **approved 4-0**.
- B. **Resolution 2023-10** – Granting COVID Sick Days for 2023 – **Motion** by Tim Woodward to adopt Resolution No. 2023-10 with 10 days of COVID Sick time. Motion **seconded** by Stefan Laessig and **approved 4-0**.

XIV. New Business

- A. **Eagle Scout Project Proposal** – Allison Miani, Looped Trail Connections at Mill Hill Preserve. **Motion** by Tim Woodward to approve the proposed Eagle Scout project and to offer assistance. **Seconded** by Stefan Laessig and **approved 4-0**.

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- B. **Truck Route Signage** – Anne is to talk to PennDOT about erecting Truck Route directional signs on Quakertown Road, Route 663 and Route 29.
  - C. **Green Lane Master Plan Steering Committee** – Tim Woodward moved to appoint Danielle Zifra as UHT Representative on Steering Committee for Green Lane Master Plan. **Seconded** by Stefan Laessig and **approved 4-0**.
  - D. **Macoby Run Park Parking Lot** – Mrs. Klepfer discussed Jayme Benfield’s suggestion about constructing a planting island in the middle of Macoby Run Park parking lot to discourage the “donuts” which cause the Township to have to regrade the parking lot frequently. Jayme will put a cost estimate together.
  - E. **Resolution No. 2023-11** – Authorizing MONTCO 2040 Implementation Grant Application in the amount of \$200,000 with a 20% minimum match. Stefan Laessig moved to adopt Resolution No. 2023-11; **seconded** by Tim Woodward and **approved 4-0**.
  - F. **Propane Proposals** – The Board would like Anne to confirm if the Consortium does a bid for Propane and if so, when.
  - G. **Lawn Care Proposals** – The Board approved the proposal from Moyers Outdoor for \$8,481.00 by **motion** of Tim Woodward, **seconded** by Stefan Laessig and a **4-0 vote**.
  - H. **Authorize Bids for Road Materials and Equipment with Operators**. Stefan Laessig moved to authorize bids for Road Materials and Equipment and Operators. Tim Woodward **seconded** the motion, and it was **approved 4-0**.
  - I. **Resolution No. 2023-12** – Authorizing Access to Berkheimer Confidential Reports to Anne W. Klepfer and Kristin Walcott. Stefan Laessig moved to adopt Resolution No. 2023-12. **Seconded** by Tim Woodward and **approved 4-0**.
- XV. **Adjournment & Next Meeting Date**
- A. **Public Comments** – Mr. Weber asked Mr. Bresnan for an update on the Tax Collector situation. Mr. Bresnan said he spoke to legislators and, as he stated last month, they confirmed that they are unlikely to take up the matter. He has one more legal avenue to pursue. He has been playing phone tag with the District Attorney’s office.
  - B. Next meeting is Tuesday, March 14, 2023
  - C. Adjournment: **Motion** by Stefan Laessig; **Seconded** by Tim Woodward and **approved unanimously at 8:25 PM**.

Respectfully submitted,



Anne W. Klepfer  
Recording Secretary