

UPPER HANOVER TOWNSHIP BOARD OF SUPERVISORS

MEETING MINUTES

TUESDAY, September 13, 2022

Board of Supervisors Chairman Steven R. Rothenberger called the meeting to order at 7:00 PM at the Upper Hanover Township Building, 1704 Pillsbury Road, East Greenville, PA and led in the salute to the flag. Present for the meeting were Vice-Chairman Ben Fiorito, Assistant Secretary Dorothy Diehl, Supervisor Stefan Laessig and Supervisor Timothy Woodward. Also present were Township Solicitor Joseph Bresnan, Esquire, Township Engineer John Weber, Township Manager Anne Klepfer and Road Department Supervisor Jayme Benfield.

Citizen Comments (non-agenda items)

Scott Ferguson of Walt Road requested that the “No Outlet” sign be moved to the end of Walt Road to discourage rerouted traffic from the Pennsburg Bridge Project from going down Walt Road. The Board agreed to have Jayme move the sign.

Approval of the Minutes

Tim Woodward **moved to approve** the August 9, 2022, Meeting Minutes. Mr. Laessig **seconded** the motion, and the minutes **were approved** 5-0.

Monthly Invoices

Mr. Fiorito **moved**, and Mrs. Diehl **seconded** to approve the September 13, 2022, Bills List for Payment, and the previous paid monthly bills subsequent to the last Bills List. The motion **carried** 5-0.

Monthly Reports

Treasurer’s Report – The Treasurer’s Report was entered into the Record.

State Police Report – There were a total of 146 incidents, 144 Police Incidents and 2 Traffic Stops.

Building Inspector Report – The Building Inspector’s Report was entered into the Record.

Fire Marshal Report – The Fire Marshal’s reports were entered into the Record.

Road Report – Mr. Benfield stated that he completed the Gramm Road cross-pipe replacement project and is getting ready for the James Road Speed Display Sign Installation.

Public Hearings - None

Planning and Zoning – None

Committee Reports

A. Budget and Finance Committee – Mr. Fiorito

1. Univest Bank Relationship Money Capital Reserve Fund Market Account currently at 2.5% interest: Tim Woodward **moved** to authorize Chairman Rothenberger, Assistant Treasurer Fiorito and Township Manager Anne Klepfer to open the bank account and

- invest \$1,406,637.18. The motion was **seconded** by Stefan Laessig and was **approved 5-0**.
- B. Personnel Committee – Mrs. Diehl and Mr. Woodward – Chairman Rothenberger announced that prior to the beginning of tonight’s meeting a Personnel Meeting was held.
 - 1. Mr. Laessig **moved** to make a conditional offer of employment for the position of Operator/Laborer. Mr. Fiorito **seconded** the motion which was **approved 5-0**.
 - C. Open Space, Parks and Recreation Committee – Mr. Laessig reported that the Park Board visited and inspected the Mill Hill properties. They would like to have the Township put down millings and improve the access road to the Boy Scout Cabin. The Board was in favor of this.
 - D. Regional Planning and Planning Committee –The Regional PC is still meeting with communities about their draft Land Use Plans and working to complete the Comprehensive Plan Update. Mr. Kalb’s monthly meeting summary was provided to the Board.
 - E. Sewer and Water Committee – Mr. Fiorito said that the Authority is in discussion with a developer regarding the implementation of the Township’s Act 537 Sewage Facilities Plan. The implementation will require two Agreements each with estimated costs and timelines for completion. The first Agreement will address all the plans designs and agreements that need to be in place and is estimated to take between 12 months and 18 months to complete. The Second Agreement will address the Tapping Fees.
 - F. Bridge and Road Committee – Mr. Fiorito and Mr. Rothenberger
 - 1. Dump Truck Co-Stars Quote for Mack Truck Cab & Chassis (\$148,258.02 – M &K Truck Center, Harrisburg) and Body from E.M. Kutz (Installed price of \$81,226 plus options). Total Estimated cost \$268,492.02. Mr. Woodward **moved** to authorize placing the 2023 Truck Order. Mrs. Diehl **seconded** the motion. The motion was **approved 5-0**.
 - 2. Pipe Lining Quotes by **motion** of Mr. Laessig and **seconded** by Mr. Fiorito, the Board **voted unanimously** to approve a quote from PPI for Storm Drains off St. Paul Church Road at the unit pricing listed on the Quote dated August 11, 2022, noting that the quantities will change based on the Township’s decision to replace piping across from the Church Parking Lot on the far side of the road. The Quotation was for \$120,037.50 based on the quantities previously outlined.
 - G. Public Safety Committee – Nothing to report.

Township Engineer’s Report – Mr. Weber

- A. Glenwood Chase Road Closure & Detour Plan Request – This matter was tabled because neither the developer nor their contractor were present.
- B. Otts Road Bridge Project Update – Payment Request #1 in the amount of \$79,083.00 (\$33,660 in water-line work) **approved 5-0** by **motion** of Mr. Woodward and **seconded** by Mrs. Diehl in accordance with the LTL Recommendation Letter dated 9/8/2022.
- C. **Resolution No. 2022-42** was tabled due to an incomplete submission from the applicant. Two residents were present to address the Board on this matter. The resident at 1354 Hendricks Road was present and stated that road closure would negatively impact the farming of her property and could result in ruined crops or insufficient time to plant them. Another resident from 1359 Hendricks Road also requested that the road be kept open to maintain access for buses and access. He stated he would rather the road be opened after the contractor finishes for the day even if the project takes longer to complete. Mr. Bresnan advised the Board that the

Township’s Ordinance states the road shall remain open, and no action is necessary by the Board.

- D. Code Enforcement – Mrs. Diehl **motioned to** authorize LTL to file Citations for Code Enforcement at 2095 Hosensack Road for a deteriorating structure. The motion was **seconded** by Mr. Laesssig and **approved 5-0**.

Township Manager Report – Mrs. Klepfer

- A. Camera Quotes for Security Cameras in the Parks (1 each/3 total) Mr. Woodward **moved** to authorize the purchase of three cameras and supporting supplies for approximately \$436.87. The motion was **seconded** by Mr. Laesssig and **approved 5-0**.
- B. PennDOT Winter Maintenance “Exhibit A” for Year Four for \$41,700.87 – By **motion** of Mrs. Diehl and **seconded** by Mr. Woodward, the Board Approved “Exhibit A” for \$41,700.87. The motion **passed 5-0**.
- C. James Road Speed Display Sign Installation – The Township has decided to order the poles and have the road department complete the installation in accordance with design specifications approved by PennDOT and provided by McMahon Associates.
- D. **Resolution No. 2022-43:** Updating the Township’s 2022 Mileage Rate Retroactive to July 1, 2022 for \$.62.5 per mile; and confirming the Township adopts the IRS standard rate and adjusts its rate when the IRS adjusts its rate. Stefan Laessig **moved** adopt Resolution No. 2022-43. The Motion was **seconded** by Mr. Woodward and was approved by a **5-0** vote.
- E. The Township is in receipt of The Upper Hanover Authority Financial Statements for the year ending December 31, 2021.
- F. RFQ for Annual Tree Maintenance Contract By **motion** of Steffan Laessig and **seconded** by Ben Fiorito the Board **unanimously authorized** seeking quotations for Annual Tree Maintenance Services.
- G. RFQ for Signal Maintenance Contract. By **motion** of Stefan Laessig and **seconded** by Ben Fiorito the Board **unanimously authorized** seeking quotations for Signal Maintenance Services.

Township Solicitor’s Report – Nothing to add to his written report

New Business

- A. 2023 Minimum Municipal Obligation for the Upper Hanover Township Pension Plan Presented to the Board of Supervisors, and they acknowledged an MMO of \$47,919.00.
- B. Choose alternate date for November Board of Supervisors Meeting due to conflict with the Election. The Board will meet Wednesday, November 9, 2022, at 7:00 PM for their next regular meeting.
- C. **Resolution No. 2022-44:** A Resolution authorizing Application to DCNR for a River’s Conservation Grant in Partnership with Trout Unlimited. Stefan Laessig **moved** to adopt Resolution No. 2022-44. Mr. Woodward **seconded** the motion and it **carried unanimously**.
- D. **PECO Green Region Grant Resolution No. 2022-45:** A Resolution Authorizing Application to the 2022 Green Region Grant Program. Mrs. Diehl **moved** to Adopt Resolution No. 2022-45 and authorize applying for a \$10,000 grant with a \$10,000 match for woodlands stewardship at Centennial Park. The motion was **seconded** by Mr. Woodward and **approved unanimously**.

Edited Last: October 4, 2022

Meeting Announcement & Adjournment

- A. Next Meeting is October 11, 2022
- B. Adjournment – Mrs. Diehl **moved** to adjourn at 8:33 PM. Stefan Laessig **seconded** the motion, and the meeting was adjourned.

Respectfully submitted,



Anne W. Klepfer

Township Secretary