

**UPPER HANOVER TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
Tuesday, December 13, 2022**

- 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 - present
  - Mr. Laessig - present
  - Mr. Woodward - present
- III. Citizen Comments (Non-Agenda Items) – there were none.
- IV. Approval of Minutes
  - A. November 9, 2022, Regular Meeting Minutes: **Motion to approve by Ben Fiorito, seconded by Tim Woodward and approved 5-0.**
- VI. Monthly Invoices
  - A. Previously Paid Bills Authorization
  - B. Approval of Monthly Bills to be Paid

**Motion by Dottie Diehl to approve Previously Paid Bills and December Bills List. Motion seconded by Tim Woodward and approved 5-0.**
- VII. 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

All monthly reports were accepted and entered into the record. State Police reported 153 incidents in November: 131 Police Incidents and 22 Traffic Stops. The Board of Supervisors thanked Jayme Benfield for a nice job completing the St. Paul’s Church Road/Frye Road stormwater improvements.
- VIII. Public Hearings
  - A. **Ordinance No. 2022-04:** An Ordinance Repealing Codified Ordinance 500-305(D) and 500-3305 (E), Which Established A Registration Requirement For Rental Properties And A Penalty For Failure to

Register; Effective Upon Adoption, Including A Repealer Clause. – Public Hearing and Consideration of adoption.

*The public hearing and consideration of the Ordinance was deferred until January 10, 2023.*

IX. Planning and Zoning – None, PC Meeting was canceled

X. Committee Reports

A. Budget and Finance Committee – Mr. Fiorito

1. **Resolution No. 2022-47**, 2023 Final Budget. *Tim Woodward moved to adopt Resolution No. 2022-47; seconded by Dottie Diehl and approved 5-0.*
2. **Resolution No. 2022-48**, Act 57 Implementation. *Stefan Laessig moved to adopt Resolution No. 2022-48; seconded by Ben Fiorito and approved 5-0.*
3. 2023 Salary Schedule –*Stefan Laessig moved to authorize the Township Manager to determine 2023 wage and salary increases of between 3% and 5%; seconded by Dottie Diehl and approved 5-0.*
4. **Resolution No. 2022-49** – Authorizing 2022 Year-End Interfund Transfers in accordance with the Adopted Budget. *Tim Woodward moved to adopt Resolution 2022-49; seconded by Stefan Laessig and approved 5-0.*

B. Personnel Committee – Mrs. Diehl and Mr. Woodward indicated nothing to report.

C. Open Space, Parks, and Recreation Committee – Mr. Laessig indicated that the Eagle Scout has ordered the exercise equipment for Camelot Park and that the Homeless person is back in Centennial Park Woods camping. The Board would like to serve him with a Trespassing notice and copy of the Ordinance that states Park Hours are 7:00 AM to Dusk. The Ordinance should also be posted on the property. It was also reported that the homeless person has a lot of visitors and there is concern regarding illicit activities and that this should be reported to the State Police.

D. Regional Planning and Planning Committee – Mr. Rothenberger

E. Sewer and Water Committee – Mr. Fiorito indicated nothing to report.

F. Bridge and Road Committee – Mr. Fiorito and Mr. Rothenberger reported that the Otts Road Bridge is coming along; that Fruitville Road Bridge Alternatives Analysis Report may be published in the new year.

G. Public Safety Committee – Mrs. Diehl and Mr. Woodward

1. 2023 Donation to East Greenville PD – Officer Training \$4,200
2. 2023 Donation to UPPD – Furniture & Equipment est. cost \$3,670
3. 2023 Donation to PSP – Supplies, est. cost \$4,200

*Dottie Diehl moved to approve the 2023 public safety donations as proposed; seconded by Tim Woodward and approved 5-0.*

XI. Township Engineer’s Report – Mr. Weber/Mr. Eisenbrown

A. Otts Road Bridge Project Update – **Motion** to approve Payment Application #4 by Ben Fiorito; **seconded** by Stefan Laessig and **approved 5-0.**

B. Pipe Lining PPI Payment #1 – **Motion** to approve Payment Application #1 by Stefan Laessig; **seconded** by Tim Woodward and **approved 5-0.**

- C. Review of Pipe Lining Quotes & Options for multiple locations.
  - 1. **Motion** by Stefan Laessig to approve approximately 127' of new corrugated HDPE Culvert storm water pipe off Frye Road for approximately \$6,469.20; **seconded** by Tim Woodward and **approved 5-0**.
  - 2. Review of Abel Recon Quote dated December 5, 2022, for Pipe lining of Church Road Culvert [\$41,300], Surrey Lane Culvert [\$36,300] and Lantern Lane [\$31,400] for a total of \$109,00 via Co-Stars. **Motion** to approve by Ben Fiorito; **seconded** by Stefan Laessig and **approved 5-0**.
- D. Code Enforcement Activity: Mr. Weber reported that 1107 Church Road was in compliance upon inspection on 11/22/22 and that the property owner on Hosensack Road is making progress addressing the violations noted.

XII. Township Solicitor's Report – Mr. Bresnan

- A. Response from County regarding Farmland Preservation Program: Mr. Bresnan confirmed that the Township's participation in the preservation of the farm selected for 2023 is optional and a lack of a Township contribution will not prevent the farm from being preserved.
- B. Response from County regarding request for Driveway Easement requested by Gus Meinzer for access to his adjacent property: Mr. Bresnan is waiting to hear back from the County as to whether the Township would need to appear before the Open Space Board to request a private driveway easement and whether any compensation would need to be turned over to the County.

Mr. Eugene Marks of 1012 Soffa Road was present to state his concerns and request to see a sketch of where the proposed driveway easement would be located. There isn't a formal sketch or surveyed easement because the Board has not committed to going forward with the proposal/request.

Mr. Fiorito stated that he is concerned about the precedent it might set for the Township to grant an easement across preserved open space for private use. If Mr. Meinzer has recourse through the Courts, Mr. Fiorito would prefer he pursue that avenue and let the court determine the merits. The consensus of the Board was that they did not feel the matter was adequately or accurately presented to the Township and there was no consensus to move forward with the request. This will be communicated to Mr. Meinzer.

XIII. Township Manager Report – Mrs. Klepfer

- A. Approval of the Website Design & Hosting Contract: *Ben Fiorito moved to approve the proposal for Website Hosting and Design Services by Revize for \$5,000.00 per year for four years; seconded by Dottie Diehl and approved 5-0.*
- B. 2023 Meeting Schedule – *Stefan Laessig moved to approve the 2023 Meeting Schedule; seconded by Tim Woodward and approved 5-0.*
- C. McMahon Proposal to update Traffic Signal Specifications. The Board declined to accept this proposal.

XIV. New Business

- A. Board Appointments – Industrial Development Authority

1. Tony Shellaway to the unexpired term ending 12/31/23 (formerly George Bonekemper). **Motion to appoint Tony Shellaway to the unexpired term ending 12/31/23 made by Tim Woodward; seconded by Stefan Laessig and approved 5-0.** The Board recommends the IDA not meet unless they have new business to discuss. Meetings can be cancelled by posting a notice on the door and website.
- B. Escrow Releases:
  1. Wawa Site Construction Escrow (Upper Hanover Development Associates, LLC)– Gilmore Recommends releasing \$66,225.35 reducing the letter of credit balance to \$41,419.22 which will serve as the maintenance bond for 18 months. **Motion to approve by Fiorito; seconded by Tim Woodward and approved 5-0.**
  2. Wawa Pad Construction Bond (Wawa, Inc) – Request for Release in full - \$643,633.56. **Motion to approve by Tim Woodard; seconded by Dottie Diehl and approved 5-0.**
  3. Macoby Run Phase 4 A Escrow Release - \$22,189.07. **Motion to approve by Stefan Laessig; seconded by Tim Woodward and approved 5-0.**
  4. Upper Perkiomen School District 18 Month Maintenance Security Release for Middle School: **Motion to approve by Tim Woodward; seconded by Dottie Diehl and unanimously approved 5-0.**
  5. Glenwood Chase Reduction in Bond Amount Request #1 \$2,417,625.00. **Motion to approve by Ben Fiorito; seconded by Stefan Laessig and approved 5-0.**
- C. Tax Refund Determined by the Montgomery County Board of Assessment for Dean P & Nikki L Stanley in the amount of \$42.00. **Motion by Dottie Diehl to approve tax refund for Dean P. & Nikki L Stanley in the amount of \$42.00; seconded by Tim Woodward and approved 5-0.**
- D. 2023 Tree Removal Contract: **Stefan Laessig moved to award Annual Tree Removal Contract to CS Kalb Tree & Landscaping for \$31,550.00; seconded by Ben Fiorito and approved 5-0.**
- E. Renewal of the B&E Maintenance Agreement for Heating & Cooling: **Tim Woodward moved to approve one year Extension of B&E Maintenance Agreement; seconded by Ben Fiorito and approved 5-0.**
- F. One Year Extension of Modern Group Generator Maintenance Agreement: **Dottie Diehl moved to approve a one-year extension of the Modern Group Maintenance Agreement; seconded by Tim Woodward and approved 5-0.**
- G. One Year Extension of John Miller and Son, Inc. Yard/Leaf Waste Recycling Agreement: **Dottie Diehl moved to approve a one-year extension of the agreement with John Miller and Son, Inc. at 2022 rates; seconded by Stefan Laessig and approved 5-0.**

XV. Meeting Announcement & Adjournment

- A. Upcoming Meetings
  1. Next Regular Meeting of the BOS Tuesday January 3, 2023 – Reorganization
  2. Tuesday, January 10, 2023 – Regular Meeting of the Board of Supervisors
- B. Adjournment: **Motion to adjourn by Dottie Diehl; seconded by Tim Woodward and approved 5-0 at 8:35 PM.**

