

East Hanover Township, Lebanon County
Municipal Building
1117 School House Road
Annville, PA 17003

February 22, 2021

The Board of Supervisors convened in regular session at 7:30 pm.

Chairman	-	Matt Hetrick	Present
Vice-Chairman	-	Edward Heagy	Present
Secretary/Treasurer	-	Dennis Grubb	Present

The meeting was called to order by Chairman, Matt Hetrick. Hetrick said due to the COVID-19 pandemic, the Township meeting is open for public attendance, in accordance with COVID requirements. Hetrick also advised that the meeting is being held electronically via Zoom.

Resident's Forum – No comments

Meeting Minutes Approval

The January 25, 2021 meeting minutes were presented for approval.

Supervisor Grubb moved to approve the January 25, 2021 meeting minutes. Seconded by Supervisor Heagy. All voted in favor; motion carried.

Payment of Bills

The following February payments were presented for approval:

Township checks	#8106 through #8141	in the amount of	\$22,230.04
	Automatic withdrawals	in the amount of	\$5,527.01
Ono Sewer Fund checks	#3045 through #3048	in the amount of	\$2,691.21
Ono Sewer – Capital Expenditure	No Checks were written from this account in February		
Recreation checks	#1602 through #1605	in the amount of	\$330.57
Recreation – New Dev. check	No Checks were written from this account in February		
State checks	No Checks were written from this account in February		
Fire Tax Account checks	No Checks were written from this account in February		
Gaming Revenue checks	#152 through #156	in the amount of	\$118,500.00

Supervisor Heagy moved to pay the bills. Seconded by Supervisor Grubb. All voted in favor; motion carried.

Solicitor's Report – Colleen Gallo, Attorney

Daniel & Jamie Felty, 10680 Jonestown Road

There are delinquent sewer fees totaling \$590.30 as of August 31, 2020. Judgement was received on December 11, 2020 in the amount of \$865.60 plus accruing costs of suit and interest. Gallo stated no further action is required.

10473 Jonestown Road – property blight, appraisal and recommendation

Supervisor Grubb stated he is still working with the owner of this property to determine if they would be willing to sell the property.

10244 Allentown Blvd – Notice of Violation – removal of astro turf

Attempts to serve the owner with the appropriate paperwork/notices continues.

CNH Properties, 10244 Allentown Blvd

Engineering/Legal fees due totaling \$3,875.10. A letter/invoice was sent on August 12, 2020 and is now delinquent. Serving the owner is in process.

10575 Allentown Blvd – Don Allison – On Lot System failing

Gallo indicated that Dave Siminitus, from County Planning, is working with John Poff, Township Engineer, to provide an acceptable solution to this matter.

Levitz Park Reservation COVID-19 waiver

A draft waiver was sent to the Supervisors for review. All Supervisors agreed the waiver is ready to put into place. Gallo will send the waiver to Ross Henderson, Park Caretaker

Indiantown Gap Road culvert – easement agreements

Gallo referred to Jim Milot's report which provides an update of the easement agreements in detail.

Jason Lechleitner, 10662 Jonestown Road - \$414.01 delinquent sewer fees

Gallo stated this is in process to obtain a Municipal Lien.

Road Foreman's Report – Howard Lerch

Lerch reported the "Autistic Child at Play" road signs that Supervisor Grubb requested for Sealer Creek Road have been ordered.

Lerch reported the following maintenance occurred: equipment maintenance, back-up generator battery and the diesel cap on the diesel generator was replaced at the Ono Sewer system, plowing and cindering roads all month due to winter storms, Township parking lot light replaced by Met-Ed.

Supervisor Hetrick mentioned the snow plow trucks should have the warning lights on while plowing.

Yordy's Bridge Road Closing Due to Debris Clean up

The bridge remains closed. There has been no update from the County.

Thomas Graby, Terrace Lane Road Dedication

Lerch stated where the driveway meets the road it does not look like the proper crack seal has been applied. Attorney Gallo stated the road needs to be built according to specifications, inspected and approved by PennDOT. Upon road approval, a Deed of Dedication and an Ordinance would be prepared. Lerch will contact Scott Lehman, PennDOT representative, to verify the road specifications have been met.

Township Road Projects - Jim Milot, Hanover Engineering

Written report submitted and Jim Milot reported.

Kreider Poultry Operation – Because new submissions have not been received from the applicant, the draft application for PennDOT was automatically withdrawn by the PennDOT system. PennDOT was contacted to request the Kreider Farms Access HOP's be conditioned upon the roadway improvements HOP. In addition, the applicant's consultant was contacted to verify they will initiate a new application.

Fort Indiantown Gap Road – Easements are needed for all 3 portions for this project. Under the Board's direction, Solicitor Gallo contacted Jim Milot to initiate preparation of the construction and maintenance easements. Fort Indiantown Gap representatives have been contacted and Milot will coordinate with appropriate parties the construction and maintenance easements. Milot stated Fort Indiantown Gap has requested copies of the submitted plans. A modified design is being prepared for consideration to retain the existing benchmarks. Milot said a permit may be required due to a wetland disturbance and to keep in mind timing for the project during the lowest water flow which would be July/August.

Fort Indiantown Gap Traffic Signal Ownership and Maintenance Transfer – Milot said he had received verbal confirmation this has been completed but is still awaiting confirmation from Mr. McCord/PennDOT.

Hanover Logistics Warehouse Projects – Copies of the land development plan submission were received for review of traffic and related aspects of the project.

Planning Commission Report – February 18, 2021 - Tom Ehrhart

Written minutes were submitted and Ehrhart summarized the following:

Ehrhart said two new plans were accepted for review. The plans accepted for review were:

Paul & Natalie Snyder, 39 Swatara Drive – Stormwater Exemption Request for a Single-Family Dwelling.

Hanover Logistics Warehouse Development – Pleasant View Road

Ehrhart stated the majority of the meeting focused on finalizing the Agricultural Zoning Ordinance amendment. The Planning Commission recommends the Board of Supervisors approve to proceed with adopting the proposed Agricultural Zoning Amendment.

Ordinance #2021-01 - Agricultural Zoning Ordinance Amendment

Written questions were received from resident Carl Deaven, Sealer Creek Road regarding the proposed Ordinance amendment. Ehrhart and Steve Dellinger addressed the questions. Attorney Gallo stated upon the Board approval the next step would be to send the proposed Ordinance Amendment to County Planning for review. The County has 45 days to review and provide comments. After the 45-day period, the Board would authorize to advertise the public hearing.

Supervisor Grubb moved to grant Steve Dellinger permission to move forward with the proposed Agricultural Zoning Ordinance amendment. Seconded by Supervisor Heagy. All voted in favor; motion carried.

Masavo Mesler, 55 Appalachian Drive – 180-day extension expires March 30, 2021.

The agenda item is a reminder of the expiration on March 30, 2021.

Official Map Development/Expenditure Approval \$6,000-\$10,000

All Supervisors agreed to table and remove this agenda item.

Property Maintenance/Zoning Violations – Marty Sowers, Zoning Officer

Written report submitted.

1. 10451 Mountain Road – interior structure compromised, septic tank bypassed, exterior structure built without permit.
2. 10362 Allentown Blvd – interior structure and electrical issues, rodent issues, raw sewage draining in yard.
3. 1001 School House Road – High weeds and grass. IPMC NOV issued. Progress observed. Zoning Officer sending final compliance letter.
4. 1810 Blacks Bridge Road – garage addition in floodplain without a permit. Zoning Permit application received on December 4, 2020. Meeting held with owner on February 8, 2021.

Supervisor Hetrick recommended the violations be put on hold as the proper process was not followed.

Seconded by Supervisor Heagy and Supervisor Grubb. All voted in favor; motion carried.

5. 10 Sherks Church Road – Exterior has been cleaned up. Zoning Officer contacted new property owner. A construction fence will be put around the pool until the scheduled contractor arrives in spring. This item will be removed from the agenda.

6. 73 Harrison School Road - # of horses, fence and building too close to property lines. Fence is now compliant.

Tanner Zoning Hearing Appeal – The Oral Argument is scheduled for April 2, 2021 at 2:00 pm.

Supervisor Grubb inquired whether a Supervisor needed to attend the Tanner Zoning Hearing Appeal. Solicitor Kilgore and Tanner's Attorney are the required Appeal participants for the Oral Argument. The Zoning Officer is not required to attend.

Recreation Report - H.M. Levitz Memorial Park – Ross Henderson

A written report was submitted that included:

The tractor is at Jonestown Ag for repairs. The Lodge is ready to open March 1st. The first rental is scheduled for March 20th for the Lodge and March 14th for a Pavilion. Maintenance includes regular park cleaning as required, cleaned and organized the garage, pole building and recreation shed. Installed shelves in the pole building and recreation shed. Henderson thanked Earl Stoddard for his assistance. Plowing and snow blowing as needed.

Henderson inquired about the proper sanitizing chemicals to use to comply with Covid regulations. Supervisor Hetrick advised to refer to the CDC web site for the listing of recommended products for sanitization.

Levitz Memorial Park Pond Handicap Walking Trail – Phase 2

Sheila Seaman stated that the completion report was sent to Union Township on January 27, 2021.

Ono Sanitary Sewer – Joshua Kreiser, Pump Station Operator / Brad Youst, Hanover Engineering

Written reports were submitted by Brad Youst, Hanover Engineering and Josh Kreiser, Pump Station Operator.

Brad Youst reported:

- Annual Report of Operations for 2020 was received by Brad Youst on February 6, 2021.
- Reviewed the January flow meter data and communicated with Kreiser possible sticking of check valve(s)
- Review Diane Ferguson SFD development proposal for sewer system connection
- Assisted with designer inquiry for SFD connection near Yordy's Mill Road and Jonestown Road

Josh Kreiser reported:

During the annual maintenance of the pump station generator, it was suggested the battery and radiator cap be replaced which was completed and all are in good working order. Daily inspections and logs suggest the pump station is functioning properly.

Northern Lebanon Fire and Emergency Services Report - January

Written report submitted.

Greater Lebanon Refuse Authority (GLRA) –Frankleen Gibson, GLRA Representative

Nothing to report.

Lebanon County Tire Collection – April 28, 2021 8am-4pm

The Lebanon Conservation District funds the initial \$154 which was an increase of \$54 over last year. The cost for normal tires is \$3; \$25 for oversized tires. The Township can donate toward their resident's tire collection fee until the funds are depleted.

Supervisor Grubb moved to allocate \$1,000 for the tire collection fees. Seconded by Supervisor Heagy. All voted in favor; motion carried.

2021 Insurance Renewal

Sheila Seaman stated that this is in progress. Toby Breon, from American Insurance Administrators, will send proposals once he has obtained all of the offers.

PSATS April 19-21 Annual Convention attendance approval/Name a Voting Delegate (if applicable)

Supervisor Grubb moved to approve for Mickey Gartlan to attend the 2021 PSATS Annual Convention. Participation fees not to exceed \$200. Seconded by Supervisor Heagy. All voted in favor; motion carried.

Executive Images – Email System Transfer invoice amount

Sheila Seaman stated the \$1,474.26 credit is still pending. Seaman said the credit card balance has been paid off so no further past due charges would occur. All Supervisors agreed that Attorney Gallo should send a letter to Executive Image.

Correspondence/Other Items

Lebanon County Conservation District – Tree & Plant Sale Friday, May 7, 2021 Lebanon Expo Center

Lebanon County Conservation District – Erosion & Sedimentation Plan for Cash N. Stables

Right-to-Know Request – Americans for Fair Treatment - any and all collective bargaining agreements executed at any point between 11/1/2010 – 2/4/2021.

Hanover Engineering - 2020 Annual Report of Ono Sewer Operations

Jonestown Bank & Trust – updated beneficiary Letter of Credit for Joseph Anspach

County Traffic Incident Management – February 11, 2021 meeting and 2021 Meeting Schedule

PennDOT – Notice of Termination Approval Letter for Atlantic Sunrise Pipeline

Birdsboro Borough Council – Seeking support on recycling mandates

Upcoming Meeting Dates:

Planning Commission

Board of Supervisors (Public/Zoom format)

Masyo Mesler, 55 Appalachian Drive 180-day extension expires

Thursday, March 18, 2021 @ 7:30 p.m.

Monday, March 29, 2021 @ 7:30 p.m.

March 30, 2021

February 2021 - List of Checks – General Fund

Date	Check #	Description	Amount
02/15/2021	8119	Bryan Blatt	1899.85
02/15/2021	8120	Daryl Emrich	345.10
02/15/2021	8121	Howard Lerch	2152.13
02/15/2021	8122	Joshua Kreiser	1190.22
02/15/2021	8123	Larry Shuey	334.37
02/15/2021	8124	Mickey Gartlan	469.69
02/15/2021	8125	Sheila M. Seaman	840.31
02/16/2021	8126	Media One PA	219.44
02/16/2021	8127	Sheila Seaman – Reimbursement	4.45
02/16/2021	8128	Meyer Oil Company	1263.84
02/16/2021	8129	Jono Hardware, LLC	35.66
02/16/2021	8130	Candoris Technology	328.00
02/16/2021	8131	B & G Machine Co.	110.00
02/16/2021	8132	Jonestown AG Supply	227.87
02/16/2021	8133	BG's Value Market	121.00
02/16/2021	8134	Parks & Company	4.00
02/16/2021	8135	Cardmember Service	170.05
02/16/2021	8136	Verizon Wireless	253.98
02/16/2021	8137	Executive Image Solutions	100.00
02/16/2021	8138	Hanover Engineering	2376.48
02/16/2021	8139	Reilly Wolfson Attorneys	1078.44
02/16/2021	8140	Light-Heigel & Assoc.	1072.50
02/16/2021	8141	Market Street Auto Parts	4.75
02/26/2021	8142	Bryan Blatt	1441.23
02/26/2021	8143	Daryl Emrich	185.80
02/26/2021	8144	Howard Lerch	1735.07
02/26/2021	8145	Joshua Kreiser	1361.68
02/26/2021	8146	Larry Shuey	196.52
02/26/2021	8147	Mickey Gartlan	496.37
02/26/2021	8148	Dennis L. Grubb	132.41
02/26/2021	8149	Edward L. Heagy	132.42
02/26/2021	8150	Matthew S. Hetrick	132.42
02/26/2021	8151	Ross Henderson	734.23
02/26/2021	8152	Ross Henderson	95.28
02/26/2021	8153	Dennis L. Grubb	132.32
02/26/2021	8154	Sheila M. Seaman	715.39
02/26/2021	8155	Principal Funds	250.43
		TOTAL	\$22,343.70

February 2021 – “ACH Transactions” – General Fund

Date	Check #	Description	Amount
02/10/2021	ACH	Cardmember Services	802.93
02/16/2021	E-pay	PA Dept. of Revenue	279.04
02/26/2021	ACH	Dept. of the Treasury	4,657.30
02/26/2021	E-pay	PA Dept. of Revenue	303.13
02/27/2021	ACH	Jonestown Bank & Trust Co.	23.10
		TOTAL	\$6,065.50

February 2021 – Ono Sewer Project – Checking Account

Date	Check #	Description	Amount
02/12/2021	3045	Cardmember Services	110.00
02/12/2021	3046	Cleveland Brothers	536.46
02/12/2021	3047	Commonwealth of PA	1,904.51
02/16/2021	3048	Interstate Batteries	140.24
		TOTAL	\$2,691.21

February 2021 – Ono Sewer Project – Capital Expenditure Fund

No Checks were written from this account in February 2021.

February 2021 Recreation Fund Checks

Date	Check #	Description	Amount
02/12/2021	1602	Jono Hardware, LLC	100.57
02/12/2021	1603	Smith, Cheyenne	30.00
02/12/2021	1604	Sattazahn Refuse Removal	155.00
02/12/2021	1605	Pure-Test Water Lab	45.00
		TOTAL	\$330.57

February 2021 – Recreation Fund Checks **(New Development – Recreation Fees)**

No Checks were written from this account in February 2021.

February 2021 - State Fund Checks

No Checks were written from this fund in February 2021.

February 2021 – Fire Tax Fund Checks

No Checks were written from this fund in February 2021.

February 2021 – Gaming Income Fund Checks

Date	Check #	Description	Amount
02/12/2021	152	NLFES	72,000.00
02/12/2021	153	East Hanover Township – Recreation	40,000.00
02/12/2021	154	Jonestown Outreach Pantry	2,500.00
02/12/2021	155	Annville Free Library	2,000.00
02/12/2021	156	Matthews Public Library	2,000.00
		TOTAL	\$118,500.00

FEBRUARY 2020 DEPOSITS

Date of Deposit	Description	Amount
02/03/2021	Lebanon County – Clean & Green Rollback	33.32
02/03/2021	Planning & Zoning Customers:	0
	-Hanover Logistics	3,000.00
02/03/2021	Recorder of Deeds	4,557.00
02/12/2021	Lebanon County Probation	257.03
02/12/2021	District Court	443.78
02/12/2021	Planning & Zoning Customers:	0
	-ISM Construction, Inc.	1,020.00
	-ISM Construction, Inc.	1,000.00
02/26/2021	Comcast	14,516.35
02/19/2021	Planning & Zoning Customers:	0
	-Balliet, Mark	108.00
	-Anspach, Michael	540.00
	Lebanon County Treasurer – R.E. Property Tax	0
	Interest (.59 + .52)	1.11
	TOTAL	\$25,476.59

General Fund–Prime Investor		
Date of Deposit	Description	Amount
	Keystone Municipal Collections – EIT - Current	49,231.42
	Interest (64.77 + 57.03)	121.80
	TOTAL	\$49,353.22

Traffic Impact Fee - West – Checking Acct.		
Date of Deposit	Description	Amount
	Interest	0
	TOTAL	\$0

Fire Tax Fund – Checking		
Date of Deposit	Description	Amount
	Lebanon County Treasurer – Fire Tax	0
	Interest (4.67 + 1.00)	5.67
	TOTAL	\$5.67

State Fund – Checking		
Date of Deposit	Description	Amount
	Transferred from Prime Investor	0
	Interest (.39 + .33)	.72
	TOTAL	\$.72

State Fund – Prime Investor		
Date of Deposit	Description	Amount
	Commonwealth of PA – Liquid Fuels Funds	0
	Commonwealth of PA – Road Turnback	0
	Interest (31.82 + 27.58)	\$59.40
	TOTAL	

Recreation Fund – Checking		
Date of Deposit	Description	Amount
02/16/2021	East Hanover Township – Gaming Fund	40,000.00
02/19/2021	Park Customers	540.00
	Transferred from Prime Investor	0
	Interest (.33 + 1.01)	1.34
	TOTAL	\$40,541.34

Recreation Fund – Prime Investor		
Date of Deposit	Description	Amount
	Interest (.61 + .54)	1.15
	TOTAL	\$1.15

Recreation – Levitz Park Trust Fund		
Date of Deposit	Description	Amount
	Interest Received	.61
	Dividends Received	0
	TOTAL	\$.61

Recreation - New Development Fees		
Date of Deposit	Description	Amount
	Interest	.13
	TOTAL	\$.13

Ono Sewer Project – Checking Acct.		
Date of Deposit	Description	Amount
02/02/2021	Usage Fees, Reservation Fees & Penalties	480.00
02/03/2021	Usage Fees, Reservation Fees & Penalties	960.00
02/05/2021	Usage Fees, Reservation Fees & Penalties	800.00
02/09/2021	Usage Fees, Reservation Fees & Penalties	160.00
02/12/2021	Usage Fees, Reservation Fees & Penalties	650.00
02/16/2021	Usage Fees, Reservation Fees & Penalties	160.00
02/26/2021	Usage Fees, Reservation Fees & Penalties	1,185.38
02/27/2021	Usage Fees, Reservation Fees & Penalties	500.00
	Interest (13.73 + 11.89)	25.62
	TOTAL	\$4,921.00

Ono Sewer Project – Capital Expenditure Acct.		
Date of Deposit	Description	Amount
	Interest (1.36 + 1.19)	2.55
	TOTAL	\$2.55

Gaming Income Fund – Checking Acct.		
Date of Deposit	Description	Amount
	Commonwealth of PA – Slots	0
02/04/2021	Commonwealth of PA – Table Games	27,139.29
	Interest (35.09 + 27.92)	63.01
	TOTAL	\$27,202.30

ACCOUNT BALANCES

General Fund Balances

	General <i>Checking</i>	General <i>Prime Investor</i>	Traffic Impact Fee (West)
02/01/21 Balance	\$19,910.29	\$751,339.15	\$2,165.97
February Deposits	25,475.48	49,231.42	0
February Interest	1.11	121.80	0
Total February Funds	\$45,386.88	\$800,692.37	2,165.97
February Expenses	-22,343.70	0	0
February Withdrawals	-6,065.50	0	0
02/28/21 Balance	16,977.68	800,692.37	2,165.97
Misc. Adjustment	0	0	0
03/01/21 Balance	\$16,977.68	\$800,692.37	\$2,165.97

Ono Sewer Fund Balances

	Ono Sewer Fund <i>Checking Account</i>	Ono Sewer Fund <i>Capital Expenditures</i>
02/01/21 Balance	\$163,244.12	\$66,489.91
February Deposits	4,895.38	0
February Interest	25.62	2.55
Total February Funds	\$168,165.12	\$66,492.46
February Expenses	-2,691.21	0
February Withdrawals	0	0
02/28/21 Balance	165,473.91	66,492.46
Misc. Adjustment	0	0
03/01/21 Balance	\$165,473.91	\$66,492.46

State Fund Balances

	State <i>Checking</i>	State <i>Prime Investor</i>
02/01/21 Balance	\$18,667.13	\$387,161.48
February Deposits	0	0
February Interest	.72	59.40
Total February Funds	\$18,667.85	\$387,220.88
February Expenses	0	0
February Withdrawals	0	0
02/28/21 Balance	18,667.85	387,220.88
Misc. Adjustment	0	0
03/01/21 Balance	\$18,667.85	\$387,220.88

Recreation Fund Balances

	Recreation Checking	Recreation Prime Investor	Recreation H.M. Levitz Park Trust Fund	Recreation New Development Recreation Fees
02/01/21 Balance	\$16,181.05	\$29,927.27	\$26,603.28	\$8,005.67
February Deposits	40,540.00	0	0	0
February Interest	1.34	1.15	.61	.13
February Dividends	0	0	0	0
Total February Funds	\$56,722.39	\$29,928.42	\$26,603.89	\$8,005.80
February Expenses	-330.57	0	0	0
February Withdrawals	0	0	0	0
02/28/21 Balance	56,391.82	29,928.42	26,603.89	8,005.80
Misc. Adjustment	0	0	0	0
03/01/21 Balance	\$56,391.82	\$29,928.42	\$26,603.89	\$8,005.80

Fire Tax Fund Balance

	Fire Tax Fund Checking
02/01/21 Balance	\$56,091.57
February Deposits	0
February Interest	5.67
Total February Funds	\$56,097.24
February Expenses	0
February Withdrawals	0
02/28/21 Balance	56,097.24
Misc. Adjustment	0
03/01/21 Balance	\$56,097.24

Gaming Revenue Fund Balance

	Gaming Revenue Checking
02/01/21 Balance	\$405,210.62
February Deposits	27,139.29
February Interest	63.01
Total February Funds	\$432,412.92
February Expenses	-118,500.00
February Withdrawals	0
02/28/21 Balance	313,912.92
Misc. Adjustment	0
03/01/21 Balance	\$313,912.92

With no further discussion or comments, the meeting was adjourned at 8:16 p.m.

Respectfully Submitted,

Mickey Gartlan, Administrative Assistant

Sheila Seaman, Administrative Assistant