

President Noble convened the meeting of Hanover Borough Council on Wednesday Evening, January 27, 2016, 7:00 PM, in the Hanover Municipal Building, 44 Frederick Street, Hanover, Pennsylvania as advertised.

The meeting began with the Pledge of Allegiance to the Flag of the United States of America, followed by a moment of silence. On roll call the following answered as present: Mr. Baumgardner, Mr. Funke, Ms. Libertini, Mr. Marcoccio, Mr. Noble, Mr. Roth and Mr. Shea; Solicitor Yingst; Mayor Adams; Manager Ford and Secretary Neiderer. Mr. Angel, Mr. McLin and Mr. Reichart were not in attendance.

President Noble stated that the recent snowstorm was the biggest snow storm in history for the Hanover area. He shared the following comments from citizens:

- A resident from Ruth Avenue commented that Hanover Borough crews did the best job in snow removal in 50 years;
- A businessman on Baltimore Street noted that streets and parking areas were well-plowed considering the size of the storm.
- Mr. Noble congratulated staff and crews on "good communication, good planning and good execution;" on a job well done.

It was moved by Mr. Funke, seconded by Mr. Roth to approve the minutes of Hanover Borough Council from December 23, 2015, January 4, 2016 and January 12, 2016 as presented. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to approve the bills for payment. Motion carried.

It was moved by Mr. Funke, seconded by Mr. Roth to approve the Report of the Mayor. Motion carried.

It was approved by Mr. Roth, seconded by Mr. Shea to approve the Report of the Fire Chief. Motion carried.

It was moved by Mr. Funke, seconded by Mr. Roth to approve the reports of the following Borough Administrators:

- a.) Borough Manager Report
- b.) Supervisor of Public Works
- c.) Superintendent of Water & Wastewater Treatment
- d.) Supervisor of Water Treatment Plant
- e.) Supervisor of Water Meter Department
- f.) Engineering Department
- g.) Supervisor of Water Distribution Department
- h.) Library Director
- i.) Infiltration & Inflow (I & I) Crew Report

Motion carried.

CITIZENS WITH ITEMS OF BUSINESS TO BE BROUGHT BEFORE COUNCIL

Mr. Roth stated he received a telephone call from a resident on Locust Street at 6:30 PM this evening, stating the Borough did their "best-ever job" with the snow removal.

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. Roth

It was moved by Mr. Roth, seconded by Mr. Funke to ratify the action of the Borough Officers in making the following investments with People's Bank for a period of 31 days, December 31, 2015 to January 31, 2016 at an interest rate of 0.50%:

<u>Funds</u>	<u>Investments</u>
General Fund	\$3,942,742.40

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. Roth

<u>Funds</u>	<u>Investments</u>
Bicentennial Fund	\$1,757.60
Sewer Fund	\$969,000.00
Guthrie Memorial Library Fund	\$0.00
Regional Wastewater Treatment Fund	\$145,500.00
Market House Fund	\$11,900.00
Liquid Fuels Fund	\$10,800.00
Equipment Fund	\$59,000.00
Local Services Tax Fund	\$295,600.00
Business Privilege Tax Fund	\$429,100.00
Leisure Services Fund	\$44,700.00
Sewer Projects Fund	\$0.00
Library Projects Fund	\$16,700.00
Hanover Recreation Endowment Fund	\$297,200.00
Water Revenue Fund	\$2,250,000.00
Water Projects Fund	\$186,500.00
Market House Reserve Fund	\$5,686.10
Hanover Recreation Reserve Fund	\$12,741.03
Library Endowment Fund	\$1,043,182.87
Library Endowment Additional Investment	\$7,073.04
2010 Water Bonds	\$0.00
2010 Water Bonds - Interest	\$0.00
2013 Water Bonds	\$1,350,000.00
2013 Water Bonds – Interest	\$0.00
2013 Sewer Bonds	\$110,000.00
2013 Sewer Bonds – Interest	\$0.00
2013 General Bonds	\$150,000.00
2013 General Bonds – Interest	\$0.00
2015 Water Bonds	\$3,900,000.00
2015 Water Bonds - Interest	\$0.00
Total	<u>\$15,239,183.04</u>

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. Roth

Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to adopt Ordinance No. 2242 entitled **AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR 2016 IN THE BOROUGH OF HANOVER AND FIXING COLLECTION RATES THEREON**. On roll call, the following voted in favor of the motion: Mr. Baumgardner, Mr. Funke, Ms. Libertini, Mr. Marcoccio, Mr. Noble, Mr. Roth and Mr. Shea. There were no votes in opposition to the motion. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to approve Resolution No. 1123 adopting budgets for fiscal year 2016 for all Hanover Borough accounts general fund budget (*representing no tax increase*). . On roll call, the following voted in favor of the motion: Mr. Baumgardner, Mr. Funke, Ms. Libertini, Mr. Marcoccio, Mr. Noble, Mr. Roth and Mr. Shea. There were no votes in opposition to the motion. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to ratify the action of the proper officers of The Borough in approving the following Real Estate Tax Lien Filings by the Hanover Borough Tax Collector and exonerating the Tax Collector from further efforts to collect the aforesaid taxes:

- a. The Real Estate Taxes listed on the "Return of Uncollected Real Estate Taxes for the Year 2015" including 141 bills totaling \$97,869.27.

Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to exonerate Per Capita Tax Collector Leroy Wentz, 207 Third Street, Hanover, PA from the collection of the following uncollected Per Capita Taxes listed on the January 2016 reports:

	<u>No. Bills</u>	<u>Amount</u>
a. 2015 Full Per Capita Taxes	366	\$1,830.00
b. 2015 Interim Per Capita Taxes	20	\$ 100.00
c. 2014 Interim Per Capita Taxes	73	\$ 365.00

Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to charge Delinquent Hanover Borough Tax Collector York Adams Tax Bureau, York, Pennsylvania with the collection of the following uncollected Per Capita Taxes listed on the January 2016 report from Hanover Borough Tax Collector Leroy Wentz for all persons who have been given more than the legal time limit for payment of Per Capita Taxes but have failed to do so:

	<u>No. Bills</u>	<u>Amount</u>
a. 2015 Full and Interim Per Capita Taxes	1,964	\$ 9,825.00
b. 2014 Interim Per Capita Taxes	92	\$ 460.00

Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to exonerate 2016 Real Estate Tax Collector Leroy Wentz, 207 Third Street, Hanover, PA with the collection of 2016 Real Estate Tax in the amount of \$5,514,592.19 and authorizing the issuance of Tax Warrants for same with the payment of ninety-five hundredths (0.95%) percent commission on the collection of each tax bill collected. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to charge 2016 Per Capita Tax Collector, Leroy Wentz, 207 Third Street, Hanover, PA with the collection of Per Capita Tax in the amount of \$48,605.00 and authorizing the issuance of Tax Warrants for same with the payment of 25¢ commission on the collection of each tax bill collected. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to authorize the proper officers of The Borough of Hanover to enter into agreements for rental of stalls at the Hanover Market House:

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. Roth

<u>Name</u>	<u># Stalls</u>	<u>Term</u>	<u>Amount</u>	<u>Description</u>
a) Nancy Sheely	1 stall	1 year	\$ 295.00	Popcorn sales
b) Kevin/Sheri Tuckey	5 stalls	1 year	\$1,475.00	Produce
c) Cindy Parker	1 stall	1 year	\$ 205.00	Jewelry
d) Tammie Hughes	1 stall	1 year	\$9,200.00	Restaurant
e) Wendi's Works/Writings	1 stall	1 year	\$ 295.00	Childrens' books, etc.
f) Clinton/Sandy Hughes	8 stalls	1 year	\$2,360.00	Meats
g) Moses Family Jerky	1 stall	1 year	\$ 295.00	Jerky

Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to approve the purchase of two (2) 2016 police vehicles under the COSTARS Program in coordination with the Hanover Borough Fleet Maintenance program. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to approve the request of the Hanover Borough Police Department to take the necessary steps to hire one (1) police officer under the rules and regulations of the Civil Service Commission. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Funke to approve the request of the Hanover Fire Department to take the necessary steps to hire one (1) firefighter under the rules and regulations of the Civil Service Commission. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to grant the request of tuition reimbursement for Police Officer Joseph Campo in the amount of \$1,950.00 for classes successfully completed in his pursuit of a degree in Forensic Psychology at Walden University. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to authorize the Budget Modification for the former Black Rock Landfill Groundwater Monitoring Program with Hydro Terra Group in the amount of \$22,034 for 2016. Motion carried.

Public Service & Communications Committee – Mr. Shea

It was moved by Mr. Shea, seconded by Mr. Roth to approve the request of The Allied Veterans Council of Hanover to hold the Annual Memorial Day Parade Monday, May 30, 2016, formation 7:30 AM; parade start 8:30 AM; parking restricted the entire parade route; street reopening 10:30 AM. Motion carried.

It was moved by Mr. Shea, seconded by Mr. Roth to approve the request of the Knights of Columbus to use the Hanover Market House on Saturday, March 26, 2016 from 6:00 AM until 12:00 Noon for the purposes of collecting donations to benefit the Pennsylvania Association of Retarded Citizens, provided no entrances, exits or aiseways are blocked. Motion carried.

It was moved by Mr. Shea, seconded by Mr. Roth to approve the request submitted by the YWCA of Hanover to hold their 5K Race Against Racism on Saturday, April 30, 2016 from 6:00 AM to 11:00 AM on the Hanover Rail Trail and Moul Field Recreational Complex with access to bathrooms as per their special event permit application and certificate of insurance, provided the area is policed for litter following the event, the bathrooms are cleaned before and after the event and deposit of \$50 for use of bathrooms (*refundable upon inspection following the event*). Motion carried.

It was moved by Mr. Shea, seconded by Mr. Funke to approve the request of the Hanover Automotive Group to hold their annual Easter Egg Hunt at Moul Field Recreation Area on Saturday, March 26, 2016 from 12:00 PM to 4:00 PM at a charge of \$50.00 for use of electricity; and \$50.00 for use of bathrooms which will be refunded after the event upon inspection of the bathrooms; and further provided any children in the neighborhood are invited to participate in the event, the area is policed for litter following the event, and a certificate of insurance is submitted naming The Borough of Hanover as additional insured for the event. Motion carried.

MAYOR'S REPORT

Mayor Adams thanked all Borough departments for their dedication and assistance clearing snow and working together during and after the storm.

MAYOR'S REPORT

Mayor Adams signed the Declaration of Disaster Emergency which will be submitted to the County to pursue additional funding by the Federal Government for Disaster Relief.

Mr. Rorrer, Emergency Management Coordinator explained that this is only the first step and does not guarantee funding. The Governor must declare a disaster; in turn, the municipalities within the County declare disasters; and submit the expenses spent on the disaster. The County's collective expenses must exceed 1.5 million. The Commonwealth of Pennsylvania must have collective expenses just under 18 million in order to qualify for the funding.

OTHER MATTERS

Communications

- **Meeting Reminder:** Mr. Noble announced there will be a Council Meeting Wednesday, February 3rd, 2016 at **5:00 PM** for Joint Bid Opening

New Business

It was moved by Mr. Noble, seconded by Mr. Shea to approve the followings re-appointments to the Library Board of Governors for a three (3) year term beginning February 1, 2016:

Library Board of Governors

- | | |
|----------------------------------|----------------------|
| a. Library Association Appointee | Bruce Rebert |
| b. Library Association Appointee | Kathryn Hoar |
| c. Mayor's Appointee | Christine Rosensteel |

Motion carried.

It was moved by Mr. Noble, seconded by Mr. Roth to appoint Council Members Mr. Gerald Funke and Mr. Robert Marcoccio to the Hanover Borough – Penn Township Joint Fire Department Steering Committee. Motion carried.

It was moved by Mr. Noble, seconded by Mr. Funke to appoint Mr. James Roth as Council Representative to the Hanover Borough Planning Commission, and remove him from the Communications and Public Service Committee. Motion carried.

Unfinished Business

Ms. Libertini asked if the exoneration of the tax collector from the \$97,869.27 in real estate taxes meant that the taxes were forgiven. Solicitor Yingst & Manager Ford explained that the unpaid taxes are sent to the County for collection.

President Noble asked about the status of 219 Baltimore Street. Manager Ford explained that there is funding for a Community Development Block Grant (CDBG) available for 219 Baltimore Street which is being finalized; and she is also working on a "Home Fund" grant which is under the Department of Housing and Urban Development (HUD) for the adjoining property. Manager Ford should have the report for Council in the near future.

President Noble asked about the status of 229 Carlisle Street. Manager Ford reported that the progress was halted at the request of a restoration company working on the adjacent property; and was delayed by the weather. The property owner continues to update the Borough on progress.

President Noble noted the Public Works Committee will meet at 6:00 PM on the Fourth Wednesday of each month prior to Council meetings; and the Communications and Public Service Committee will meet at 6:00 PM on the third Wednesday of the month prior to the Finance & Personnel Committee meetings. The other Committee Chairs need to decide on regular meeting times for the year, and then all meeting times will be listed in one legal advertisement for the year. If there is no business for a meeting, notification will be posted prior to the respective meeting time.

Adjournment

There being no further comments by Council or the public, it was moved by Mr. Funke, seconded by Mr. Shea to adjourn the meeting at 7:29 PM. Motion carried.

Respectfully submitted,

Dorothy C. Neiderer, Secretary

AN ORDINANCE

AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR 2016 IN THE BOROUGH OF HANOVER AND FIXING COLLECTION RATES THEREON.

BE IT ENACTED AND ORDAINED by The Borough of Hanover, and it is hereby enacted and ordained by the authority of the same, as follows:

SECTION 1. That a tax of 5.65 mills be, and the same is hereby levied and assessed for the fiscal year 2016 on each dollar of taxable real property and made taxable by the Commonwealth of Pennsylvania for County rates and levies.

SECTION 2. That the taxes herein levied are available for expenditures in the adopted budget or its supplements for the fiscal year 2016 as the same is set forth in the minutes of Council.

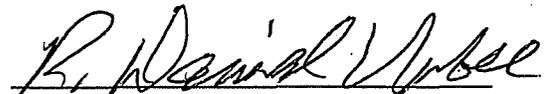
SECTION 3. That the compensation payable to the Tax Collector for the collection of taxes for the fiscal year 2016 is hereby fixed at ninety-five hundredths (0.95%) percent of the amount collected.

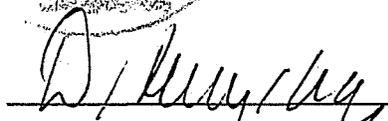
SECTION 4. That the proper officers of The Borough of Hanover be and they are hereby authorized and directed to prepare, and issue to the Tax Collector of The Borough of Hanover his warrant for the collection thereof.

Enacted and ordained this 27th day of January, A.D., 2016.

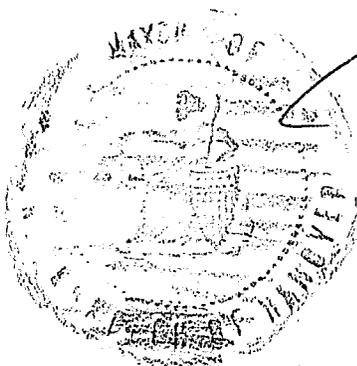
THE BOROUGH OF HANOVER

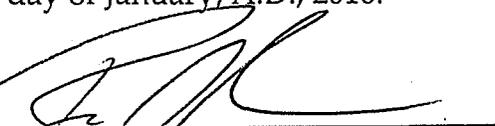
ATTEST:


President of Council


Borough Secretary

Approved this 27th day of January, A.D., 2016.




Mayor

NO. 1123

RESOLUTION

WHEREAS, the Council of The Borough of Hanover has prepared a proposed budget for the year 2016 setting forth in detail the anticipated revenues of said Borough for said year 2016 and the estimated expenditures thereof, together with the purposes of said expenditures and the amount to be expended for each such purpose during said year 2015; and

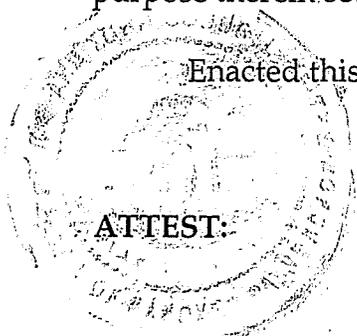
WHEREAS, said budget has been on file and open for inspection by the general public in the Office of the Borough Secretary of said Borough for a minimum period of ten (10) days and public notice by advertisement in the Hanover Evening Sun has been given of such filing as required by law.

NOW, THEREFORE, be it resolved by the Council of The Borough of Hanover, in meeting assembled, and it is hereby resolved by the authority of the same.

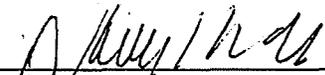
THAT said budget for the year 2016 be and the same is hereby finally adopted.

BE IT FURTHER RESOLVED, that the anticipated revenues of said Borough of Hanover as set forth in said budget in detail, be and they hereby are appropriated to the purpose therein set forth in detail in amounts therein as set forth in detail.

Enacted this 27th day of January, 2016.



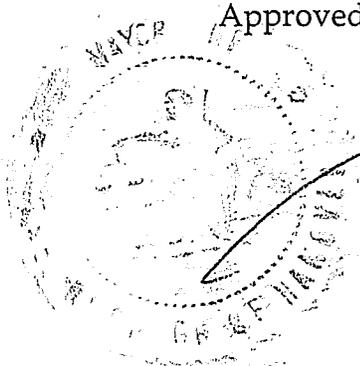
ATTEST:

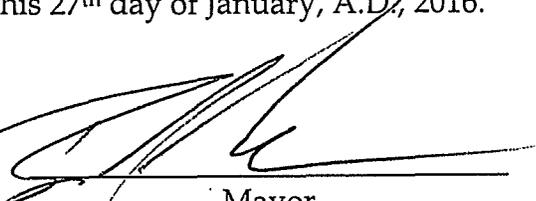

Borough Secretary

THE BOROUGH OF HANOVER


Council President

Approved this 27th day of January, A.D., 2016.




Mayor