

President Gerken called the meeting of Hanover Borough Council to order on Wednesday Evening, April 24, 2013, 7:30 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. Connor, Mr. Eline, Mr. Funke, Mr. Gerken, Mrs. Griffin, Ms. Hormel, Mr. Hufnagle, Mr. McLin, Mr. Morris and Mrs. Yingling; Solicitor Yingst; Manager Krebs and Secretary Miller. Mayor Adams was absent.

It was moved by Mr. Eline, seconded by Mr. Hufnagle to approve the minutes of the following Council Meetings:

- (a) March 28, 2013
- (b) April 10, 2013

Motion carried.

It was moved by Mr. Funke, seconded by Mr. Eline to approve the payment of bills, the Report of the Mayor and the Report of the Fire Chief. Motion carried.

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

- a.) Borough Manager
- b.) Supervisor of Public Works
- c.) Superintendent of Wastewater Treatment
- d.) Superintendent of Water Department
- e.) Supervisor of Water Treatment Plant
- f.) Infiltration & Inflow Crew
- g.) Library Director

Motion carried.

BOND COUNSEL

Mr. Chris Hoffert, PNC Capital Markets LLC was present to discuss the updated financial analysis for the proposed 2013 bond issue. The total bond amount will be \$10,000,000, with \$7,500,000 allocated to the Water Fund; \$2,000,000 allocated to the Sewer Fund; and \$500,000 allocated to the General Fund. Mr. Hoffert presented several financing options to Council for their consideration. Manager Krebs indicated the 25 year modified wrap as the preferred option. The anticipated closing date will be set for July 1, 2013. A special Council meeting will be advertised for June 5, 2013, prior to the Planning & Traffic Committee meeting to finalize the approval. President Gerken thanked Mr. Hoffert for his presentation this evening.

CITIZENS WITH ITEMS OF BUSINESS TO BE BROUGHT BEFORE COUNCIL

Mrs. Prudence Keffer, 1320 Moulstown Road, Hanover, PA, owner of 227 Baltimore Street was present to inquire about the 219 Baltimore Street condemned property. Solicitor Yingst reported he had no response from the property owners after the violation letters were mailed. The letters were not returned by the post office, so it is assumed all letters were received.

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. McLin

It was moved by Mr. McLin, seconded by Mrs Hormel to authorize the proper officers of the Borough of Hanover to enter into an agreement for reimbursement for relocation of water lines on Center Street in the amount of \$30,162.00 from the Pennsylvania Department of Transportation, which represents 46.8% of the total cost of the project. Motion carried.

REPORTS OF THE STANDING COMMITTEES

Finance & Personnel Committee – Mr. McLin

It was moved by Mr. McLin, seconded by Mr. Hufnagle to authorize the Hanover Borough Public Works Crew to plow snow on the portion of Wilson Avenue at the Gateway Shopping Center in Penn Township and to bill Penn Township for the cost of said plowing for each time Hanover treats and plows streets, at current labor and equipment rates, which may change on an annual basis. Motion carried.

It was moved by Mr. McLin, seconded by Ms. Hormel to authorize 2013 Real Estate Tax Collector Leroy Wentz, 217 Frederick Street, Hanover, Pennsylvania to credit the following amounts of miscellaneous corrections per the York County Tax Assessment Office report dated as follows:

<u>Date</u>	<u>Credit</u>	<u>Tax Year</u>
4/2/2013	\$ 1,699.52	2013

Motion carried.

It was moved by Mr. McLin, seconded by Mr. Hufnagle to charge 2013 Real Estate Tax Collector Leroy Wentz, 217 Frederick Street, Hanover, Pennsylvania with the collection of additional Real Estate tax per the York County Tax Assessment Office report dated as follows:

<u>Date</u>	<u>Additional Tax</u>	<u>Tax Year</u>
4/2/2013	\$ 5,148.72	2013

Motion carried.

Public Safety Committee – Mrs. Yingling

It was moved by Mrs. Yingling, seconded by Mr. Hufnagle to authorize the Hanover Borough Civil Service Commission to develop a certified eligibility list for the purpose of hiring a police officer for the Hanover Borough Police Department. Motion carried.

It was moved by Mrs. Yingling, seconded by Mr. Funke to authorize the appointment of Fire Department Volunteer Andrew Crouse as Assistant Fire Chief of the Borough of Hanover for the remainder of the year 2013. Motion carried.

Water & Sewer Committee – Mr. Morris

It was moved by Mr. Morris, seconded by Mr. Funke to authorize Gannett Fleming Engineering to issue Award and Notice to Proceed for the Parr's Hill Reservoirs Improvements Floating Cover Replacement & Liner Installation, to Wickersham Construction and Engineering, Inc., Lancaster, PA, low bidder, for a total cost of \$975,159.00, subject to review of qualifications, bonds, and insurances along with Borough staff and solicitor approval. Motion carried.

Public Service Committee – Mr. Eline

It was moved by Mr. Eline, seconded by Ms. Hormel to approve the request of the Hanover Legion Riders, Harold H. Bair Post 14, 201 Carlisle Street, Hanover, Pennsylvania for police assistance to close Park Avenue June 22nd at approximately 11:00 AM to provide a safe escort to cross Route 94, continuing on Park Avenue to High Street (Route 116) for the start of the event only, as per their letter of April 15, 2013. Motion carried.

It was moved by Mr. Eline, seconded by Mrs. Yingling to approve the request of The Heather Baker Foundation to use Moul Field on Saturday, September 28, 2013 from 7:00 AM to 5:00 PM for a Breast Cancer Awareness Event and 5K Run/Walk to support local women undergoing treatment for breast cancer provided the following conditions are met as per their letter of March 15, 2013:

- a. Race start time begins promptly at 8:00 AM.
- b. Sidewalks are not blocked for use by other pedestrians.
- c. A map is submitted showing the race route approved by the Police Chief and Fire Chief.
- d. Borough streets used are closed to all vehicular traffic during the race event; flagman are placed at barricades within the Borough to protect runners.
- e. Contingent on approval by Penn Township for the portion of the race in Penn Township.
- f. Race events are completed and streets reopened no later than 10:30 AM.

REPORTS OF THE STANDING COMMITTEES

Public Service Committee – Mr. Eline

- g. A certificate of insurance is provided naming The Borough of Hanover as a co-insured for the event.
- h. All food vendors to obtain all proper health licensing prior to the event.
- i. Keys for bathrooms may be picked up the Friday before and returned the Monday after the event at the Hanover Borough office.

Motion carried.

It was moved by Mr. Eline, seconded by Mr. Funke to approve the request of The Potter's House, Hanover, PA to utilize the following parks for "Community Fun Days", provided a certificate of insurance is submitted naming The Borough of Hanover as additional insured and proper health licensing is obtained, on the following dates and times as per their letter of April 16, 2013:

- a. Wirt Park Saturday, May 18th from 12:00 PM to 3:00 PM with use of electricity;
- b. Myers Memorial Playground, Saturday, June 8, 2013 from 5:00 PM to 8:00 PM with use of bathrooms and electricity;
- c. Moul Recreational Complex – Saturday, July 6th, 2013 from 5:00 PM to 8:00 PM with use of bathrooms and electricity.

Motion carried.

It was moved by Mr. Eline, seconded by Mr. Funke to approve the request of The YWCA of Hanover to use Moul Field on Saturday, September 21, 2013 from 5:00 AM to 10:30 AM for their First Annual Cupcake Classic 5K Run/Walk to support Safe Home, Summer Camp and Child Care, provided the following conditions are met as per their letter of April 18, 2013:

- a. Race start time begins promptly at 8:00 AM.
- b. Sidewalks are not blocked for use by other pedestrians.
- c. A map is submitted showing the race route approved by the Police Chief and Fire Chief.
- d. Borough streets used are closed to all vehicular traffic during the race event; flagman are placed at barricades within the Borough to protect runners.
- e. Contingent on approval by Penn Township for the portion of the race in Penn Township.
- f. Race events are completed and streets reopened no later than 10:30 AM.
- g. A certificate of insurance is provided naming The Borough of Hanover as a co-insured for the event.
- h. All food vendors to obtain all proper health licensing prior to the event.
- i. Keys for bathrooms may be picked up the Friday before and returned the Monday after the event at the Hanover Borough office.

Motion carried.

Street Committee – Mr. Hufnagle

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize the proper officers of The Borough of Hanover to prepare an ordinance to increase the parking meter fees from 5 cents per half hour to 10 cents per half hour; and to increase the monthly parking space rental fees from \$10.00 to \$15.00, as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013. Motion carried.

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize Borough of Hanover Staff to remove all mechanical parking meters and to purchase and install electronic parking meters at the present meter locations, as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013. Motion carried.

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize the proper officers of The Borough of Hanover to enter into an agreement with Elizabeth Bittinger, 25 Brandy Court, Hanover for the rental of fifteen (15) parking spaces at a rate of \$15.00 per month per space at the Municipal Parking Lot adjacent her property at 228 East Chestnut Street, as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013.

REPORTS OF THE STANDING COMMITTEES

Street Committee – Mr. Hufnagle

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize Borough of Hanover Staff to begin the process of contacting the proper agencies to utilize the proposed street adjacent the Guthrie Memorial Library – Hanover's Public Library as a permanent parking area for the library, including plan design, grant funding and PennDOT permit as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013. Motion carried.

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize Borough of Hanover Staff to make improvements to the 2013 Street Paving List provided funds are available to complete the list as proposed, as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013:

- a.) Meade Avenue – from Frederick Street to West Hanover Street;
- b.) Juniper Lane – from Diller Road to Pine Street;
- c.) Industrial Drive – from Wilson Avenue to the Borough line;
- d.) Kennedy Court – from Eichelberger Street to Roosevelt Street.

Motion carried.

It was moved by Mr. Hufnagle, seconded by Mr. Funke to authorize Borough of Hanover Staff to begin the planning process for the installation of a driveway and parking area at the Hanover Area Transfer Station to accommodate the roll off containers for transportation to the land fill and/or incinerator for white goods and miscellaneous materials, as recommended by The Borough of Hanover Street Committee at their meeting held Monday, April 22, 2013. Motion carried.

VIDEO REPORT – PROGRESS

Mr. Rorrer began the Video Report and Mr. Mayers commented on photographs at the Wastewater Treatment Plant relative to the construction progress which is nearing completion with rough grading and top coat, in anticipation of the final grading and seeding which still need to be completed; Mr. Reed described the I & I Crew photos of current work, lateral repairs, and cleaning of storm drops; Mr. Rorrer showed additional photos of the new flat screen television purchased for the Police Briefing Room funded by the Fraternal Order of Police donation; Chief Smith thanked the Evening Sun for their recent supporting article; and photos of our Public Works Crew's work on playgrounds and ballfields, getting ready for spring and summer season.

MAYOR'S REPORT

No report.

OTHER MATTERS

New Business

It was moved by Mrs. Griffin, seconded by Mr. Eline to appoint Jane Miller, 554 North Franklin Street, Hanover, PA to the Library Board of Governors, as Mayor's appointee to fulfill the remainder of a three (3) year term to expire January 31, 2015. Motion carried.

Unfinished Business – Open Caucus

Councilman Morris outlined the history of the Wetlands Nature Trail Project, noting the proposed project was not a new concept and in fact had been in Council's list of Committee goals and minutes of meetings since 2011. Mr. Morris offered copies of all relevant minutes and staff documentation that he referenced in his summary for anyone who requested them.

Mr. Morris thanked Council for allowing him to summarize this information for clarification, in reference to the recent misleading social media posts and newspaper articles regarding the project and its history.

ADJOURNMENT

President Gerken thanked Mr. Morris for his presentation and staff for their attendance this evening.

The meeting adjourned at 8:45 PM to a Closed Caucus session regarding legal Issues, on the motion of Mr. Funke, seconded by Mr. Hufnagle, which carried.

Respectfully submitted,


Dorothy C. Miller
Secretary

OPEN CAUCUS

HISTORY OF WETLANDS NATURE TRAIL

- 1.) Document developed by Manager Rebert and Hanover Borough Manager Search Committee describing Immediate Challenges (2010-2015).
 - Recreation – passive wetland uses – paths, bird watching
- 2.) Document submitted by Krebs at initial interview prior to public search for candidate.
 - Facility Improvements/Wetlands “passive” recreation parks
- 3.) Document created by Applicant Krebs, handed out during September 10, 2010 interview by Hanover Borough Manager Search Committee (Sonny Eline, John Gerken, Heidi Hormel and Henry McLin). Also present were Kim Griffin, Tony Delzingaro and Tom Hufnagle.
 - Recreation – start wetland park trails & development
- 4.) Minutes of the Finance & Personnel Committee – May 18th, 2011
 - Committee Chart revised by Manager Krebs to include “Goals and Challenges” received from Council
 - Public Service – Wetland Park Wilson Avenue/Eisenhower Drive
- 5.) Minutes of the Public Service Committee Meeting June 10, 2011
 - Wetlands Environmental Area/discussed usage by local school
- 6.) Minutes of the Finance & Personnel Committee – June 15, 2011
 - Council Goals 2011-2012 – Chart: Highlighted goals, accomplished and in-progress. Council was asked to review, comment, add, change and/or reprioritize to guide management
- 7.) Minutes of the Finance & Personnel Committee – January 18, 2012
 - 2012 Committee Assignments/Chart with Committee Goals
- 8.) May/June 2012 Concept Plan \$266,000
- 9.) Presented July/August at Closed Caucus for Property Acquisition – Right of Way for Nature Trail Concept.
- 10.) Toured Codorus Nature Trail September 5th, 2012.
 - September 2012 Phased Project \$109,000

11.) **Recent Timeline**

- **February 12, 2013** – Hanover Area Chamber – Local Government Day. Commissioner Hoke noted the County had Marcellus Shale Funds available for the wetland nature trail and to submit letter.
- **Late February 2013** – Sent letter to Commissioners.
- **March 19, 2013** – Contacted by Charles Noll, Chief Administrative Clerk for York County to set up time to discuss grant March 25th, 2013.
- **March 25, 2013** – Presented ideas to County Commissioners at Work Session.
- **March 27, 2013** – Commissioners liked the concept and took to advertised meeting – approved \$54,500 for the project.
- **April 2, 2013** – Met DCNR Lori Yeich 10:00 AM to inquire about possible grant; noted project was exactly what the grant program was looking for; recommended applying for full construction costs \$266,000.
- **April 3, 2013** – Took request to Hanover Borough Planning Committee; recommended 8 – 1 placing on Council agenda for April 10th, 2013.
- **April 10, 2013** – Council approved 8-1 grant application and DCNR resolution for project. Councilwoman Hormel voted against submitting a grant application for the Wetlands Nature Trail.
- *Councilwoman Hormel, Member of the York County Rail Trail Authority on March 18, 2013 under New Business seconded the motion to enter into the Pennsylvania DCNR Resolution for submitting a grant application in April 2013 for the development of the Northern End of the HRTCP Phase 3. **Same grant as the Borough is applying for.***