

Join Zoom Meeting

Visit home page at <https://www.hanoverboroughpa.gov/> and scroll down to Hanover News on the Borough Website, "Join Zoom Meeting."

Dial by your location

+1 301 715 8592 US (Washington DC)

Meeting ID: 823 1921 0218

Passcode: 568884

AMENDED AGENDA POSTED FEBRUARY 17, 2022 (please note changes in red)

AGENDA FOR THE MEETING OF HANOVER BOROUGH COUNCIL
WEDNESDAY, FEBRUARY 16, 2022 AT 7:00 PM

Executive Session: 6:15 PM

I. PRELIMINARY MATTERS & OFFICERS' REPORTS

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Acknowledgement of Executive Session
5. Public Comment
6. Consideration of a motion to approve the following items on the Consent Agenda:
 - a. Minutes: Approve Minutes of January 19, 2022, for Workshop and January 26, 2022 for Regular Borough Council Meeting
 - b. Finance Reports:
 - i. Approve Bills for Payment
 - ii. Accept Monthly Financial Statement
 - iii. Accept Report of Monthly Investments
 - c. Purchasing:
 - i. Lippy Building Roof at LBS Dam: Approve Change Order # 1
 - ii. Sheppard Myers Dam Project: Approve Change Order # 3
 - d. Market House Lease Approvals:
 - i. Fairland Coffee & Bakery - 5 stalls & 4 electrical cases for 1 year at a total price of \$2,364.20
 - ii. Nana's Nook - crafts - 3 stalls & 1 electrical outlet for 1 year at a total price of \$1,255.00
 - e. Sewer Credit Request per Resolution #1067
 - i. Justin Black, 843 Blossom Drive \$8,427.30
 - f. Special Events:
 - ii. Easter Sunrise Service at LBS Dam Parking Lot 4/17/22

I. PRELIMINARY MATTERS & OFFICERS' REPORTS

7. Presentations

- a. Summer Recreation Program: Hear proposal from YMCA
 - i. Consideration of a motion to accept the Borough Summer Playground Program from the Hanover Area YMCA and authorize Borough staff to create an Agreement.
- b. PennDOT's Eisenhower Drive Extension Project
 - i. Consideration of a motion to approve the letter from Hanover Borough Council to PennDOT regarding the Eisenhower Drive Extension Project.
 - ii. Discuss plans for public hearing on February 23, 2022

II. REPORTS OF THE STANDING COMMITTEES

Council Workshop/Finance & Personnel Committee – Mr. Roland

1. Purchasing: Consideration of a motion to take the following actions in regard to the joint municipal bids:
 - a. Reject all bids for Snow and Ice Rock Salt in Bulk Quantities
 - b. Authorize re-bidding of Snow and Ice Rock Salt in Bulk Quantities
 - c. Award joint municipal bids for materials and supplies as set forth in agenda attachment A, as per bid specifications
2. Interim Borough Treasurer/Borough Manager Updates and Actions:
 - a. Staff to provide updates on the following items:
 - i. Unfilled personnel vacancies
 - ii. 2021 health insurance dividend
 - iii. Finance Director Position
 - b. Consideration of a motion to approve the proposal from UPMC for an Employee Assistance Program at an approximate annual cost of \$3,500.
 - c. Consideration of a motion to approve personnel changes in the Water Resource Department.
3. Consideration of a motion to approve a resolution for a Budget Modification to fund the expenditure of \$3.5 million in AARPA funds on Police and Fire personnel costs funded by the General Fund and to approve the transfer of \$3.5 million to a new General Fund Capital Account.
4. Consideration of a motion to approve Ordinance No. 2317 to fund Main Street Hanover for 2022 as appropriated in the 2022 General Fund Budget.
5. Consideration of a motion to approve Resolution No. 1338 to allow sale of eleven (11) surplus vehicles/equipment at auction.

II. REPORTS OF THE STANDING COMMITTEES

Council Workshop/Finance & Personnel Committee – Mr. Roland

6. Consideration of a motion to approve Ordinance No. 2318 to amend the Recreation Board Composition to increase the Board members from five (5) to seven (7).
7. Consideration of a motion to appoint Andrea Hutton, 232 Baltimore Street to the Recreation Board for a term ending 12/31/25.
8. Consideration of a motion to appoint Council member _____ to the Recreation Board for a term ending at the end of their elected term.
9. Discuss appointment process for replacement of Planning Commission member Scott Roland, for a term ending July 31, 2025.

Department of Planning and Engineering / Planning Commission – Mr. Hegberg

1. Consideration of a motion to receive the draft amendment of the Hanover Borough Zoning Ordinance involving Short Term Rentals from the Planning Commission and to set the timetable for respective public hearings.
2. Update on working draft of Rental Inspection Ordinance, and to provide direction to staff on next steps.
3. Consideration of a motion to approve a development plan for a License Agreement including improvements to the vacant lot parcel located at 229 Carlisle Street.
4. Consideration of a motion to approve the recommendation of the Borough Engineer to accept the Deed of Dedication for Gateway Drive and related appurtenances with Public Improvements Bond Release and to direct staff to prepare a Maintenance Bond.
5. Consideration of a motion to approve Resolution No. 1339 to conditionally approve the Preliminary/Final Subdivision Plan for 106 and 108 Fulton Street, as recommended by Planning Commission.
6. Consideration of a motion to set a public hearing date for the conditional use application received February 4, 2022 for 209 - 213 Primrose, LLC, in coordination with Council member's schedules and all parties involved.

Fire Commission – Mr. Lockard

1. Consideration of a motion to approve the recommendation of the Fire Chief to obtain quotes for a 2022 July 4th fireworks presentation on North Wilson Avenue, and to solicit for donations to offset the costs of the event.

II. REPORTS OF THE STANDING COMMITTEES

Governance & Policy Committee – Dr. Rupp

1. Consideration of a motion to approve the Social Media Policy for Non-Uniformed Personnel.
2. Consideration of a motion to approve the amended Social Media Policy for Elected Officials.

Water and Sewer Committee – Mr. Kress

1. Consideration of a motion to approve the capital purchase of a new Closed Circuit Television (CCTV) camera through COSTARS from A & H Equipment at a cost of \$12,794 for the Infiltration and Inflow (I & I) Department.

Public Safety Committee – Mr. Lockard

1. Consideration of a motion to authorize the Borough Solicitor to formulate an ordinance and advertisement for Engine Brake Retarder Prohibition, as approved by the Pennsylvania Department of Transportation (PennDOT) and to post signs along York Street / High Street, Carlisle Street / Baltimore Street, Broadway / Frederick Street, Elm Avenue, and Moulstown Road.

III. OTHER MATTERS

➤ Requests to Assign New Priority Business to Borough Council's Committees as Suggested by Council Members and Staff

1. Governance & Policy Committee Items
Policy on Board and Commission Appointment Process (Manager)
2. Public Safety Committee Items
Ordinance on Street Performers (Councilman Hegberg)
Ordinance on Motor Scooters (Councilman Roland)
3. Consider Other New Requests to Assign Work to Committees / Staff

➤ Pending Business Privilege Tax Litigation

Consideration of a motion to amend the agenda to consider the status of the appeal with the Business tax litigation of Stabler vs Borough of Hanover.

Public Comment for pending business privilege tax litigation: None was presented.

Consideration of a motion to authorize the Borough's legal counsel to discontinue the Borough's appeal in the matter of Stabler vs. Borough of Hanover.

III. OTHER MATTERS

- Reports of Council Members, Council Committees and Other Public Bodies

- Management Reports

- Correspondence and Information

- Additional Public Comment

IV. ADJOURNMENT

- Reminder: There will be no Hanover Borough Council meeting on February 23, 2022.

MARCH BOROUGH COUNCIL & COUNCIL COMMITTEE MEETINGS:

*Public Safety Committee	Tuesday, March 1, 2022 6:00 PM
*Governance & Policy Committee	Monday, March 7, 2022 6:00 PM
*Economic Development Committee	Wednesday, March 9, 2022 6:00 PM
*Water & Sewer Committee	Thursday, March 10, 2022 6:00 PM
Finance & Personnel Committee/Workshop	Wednesday, March 16, 2022 7:00 PM
Hanover Borough Council	Wednesday, March 23, 2022 7:00 PM

** Committee Meetings will be cancelled if there is no business. Please advise the Borough Secretary if you will be unable to attend any meetings.*

Agenda Attachment A for Joint Bid Awards

Approve Joint Municipal Bid Results as follows, estimated quantities, all in accordance with bid specifications:

Pre-Mixed Bituminous Paving Materials, to York Materials Group, LLC

FOB Plant – Alternate #1

Pre-mixed Bituminous Stock Pile Material	<u>\$108.00</u> per ton
Bituminous Concrete Base Course (BCBC)	<u>\$ 56.00</u> per ton
9.5 mm Superpave Surface Course	<u>\$ 67.05</u> per ton
19 mm Superpave Surface Course	<u>\$ 60.25</u> per ton
25 mm Superpave Base Course	<u>\$ 57.40</u> per ton

FOB Job – Alternate #2

Bituminous Concrete Base Course (BCBC)	<u>\$ 62.40</u> per ton
9.5 mm Superpave Surface Course	<u>\$ 73.45</u> per ton
19 mm Superpave Surface Course	<u>\$ 66.65</u> per ton
25 mm Superpave Base Course	<u>\$ 63.80</u> per ton

Crushed Stone, to Vulcan Construction Materials, LLC

FOB Plant:

Screenings (AASHTO 10)	<u>\$ 17.00</u> per ton
PA 2A Stone	<u>\$ 9.55</u> per ton
Sand and Crushed Stone Anti-skid Type 2	<u>\$ 14.30</u> per ton
1B Stone (AASHTO #8) & HE6 Stone (AASHTO #9)	<u>\$ 18.00</u> per ton
2B Stone (AASHTO #57)	<u>\$ 14.00</u> per ton
All other stone including 4-inch Ballast (AASHTO #1 & #3)	<u>\$14.00</u> per ton
Rip-Rap	<u>\$18.75</u> per ton

Delivery Price– Full Truck Load

Hanover Borough	<u>\$3.80</u> per ton	Union Township	<u>\$3.55</u> per ton
Penn Township	<u>\$3.80</u> per ton	W. Manheim Twp.	<u>\$4.20</u> per ton
Conewago Twp.	<u>\$2.95</u> per ton	Germany Township	<u>\$4.65</u> per ton
McSherrystown	<u>\$2.95</u> per ton	Oxford Township	<u>\$2.55</u> per ton

Petroleum Products

To Mid-Atlantic Cooperative Solutions d/b/a/Aero Energy

Regular Lead-Free Min. 87 Octane gasoline	<u>\$2.6899</u> per gallon
Diesel Oil #2 Straight Run	<u>\$3.1445</u> per gallon
Fuel Oil #2	<u>\$3.0501</u> per gallon

To PPC Lubricants, Inc.

#5-20 Motor Oil Universal, Multigrade, 55 gal. drums	<u>\$ 9.16</u> per gallon
#5-20 Full Synthetic Motor Oil, 55 gal. drums	<u>\$12.37</u> per gallon
#15-40 Motor Oil Universal, Multigrade, in bulk	<u>\$ 9.83</u> per gallon
#15-40 Motor Oil Universal, Multigrade, 55 gal. drums	<u>\$10.83</u> per gallon
#10-20 Hydraulic Oil/Low Foaming Action, in bulk	<u>\$ 8.11</u> per gallon
#10-20 Hydraulic Oil/Low Foaming Action, 55 gal drums	<u>\$ 9.11</u> per gallon
Multi-Purpose Grease, 120 lb. no-return drums	<u>\$ 3.17</u> per gallon
Transmission Fluid-Dexron II, 55 gal. drums	<u>\$ 9.61</u> per gallon

Page 2 - Agenda Attachment A for Joint Bid Awards

Calcium Chloride

To Calcium Chloride Sales

Standard Calcium Chloride, in 50 lb. bags \$680.39 per ton

To Envirotech Services, Inc.

Liquid Calcium Chloride, 32% mixture \$1.10 per gallon

Chemical Products

To Univar USA, Inc.

150 lb. Cylinders of Liquid Chlorine \$2.50 per lb.
One Ton Containers of Liquid Chlorine \$1.403 per lb.
Hydrofluosilicic Acid, in bulk \$0.265 per liquid lb.
Sulphur Dioxide, One Ton Containers \$0.70 per lb.

To USALCO Baltimore Plant, LLC

Liquid Alum, in full tanker loads \$0.10 per lb.

To Evogua Water Technologies, LLC

Ferrous Sulphate Liquid, in full tanker loads \$1.36 per gallon

To Brenntag Northeast, LLC

Liquid Caustic Soda, in bulk \$0.1944 per lb.
Sodium Hypochlorite 12%, in bulk \$0.1531 per lb.

To George S. Coyne Chemical Co., Inc.

Liquid Copper Pentahydrate, 55 gal. drums \$15.21 per gallon

To Shannon Chemical Corporation

Sodium Permanganate, 40% in totes \$2.87 per liquid lb.

To Kemira Water Solutions, Inc.

Liquid Polyaluminum Chloride in bulk \$2.08 per gallon

Traffic Line Painting, to Alpha Space Control, Inc.

Center Line Painting, two 4" yellow lines \$0.0719 per linear foot
Edge Line Painting, one 4" white line, solid or dashed \$0.1435 per linear foot

Water Borne Traffic Paint, to Ennis Flint, Inc.

White paint, in 5 gallon pails \$15.00 per gallon
Yellow paint, in 5 gallon pails \$15.50 per gallon
Blue paint, in 5 gallon pails \$16.00 per gallon

Street Milling, to Donegal Construction Corp.

\$3.09 per square yard