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Passcode: 776592

Executive Session: 6:30 PM

AGENDA FOR THE MEETING OF HANOVER BOROUGH COUNCIL
WEDNESDAY, JANUARY 27, 2021 AT 7:00 PM

I. PRELIMINARY MATTERS & OFFICERS' REPORTS

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Public Comment
5. Consent Agenda
 - a. Acknowledgement of Executive Session held at 6:30 PM prior to this evening's meeting regarding legal matters.
 - b. Approve the minutes of the Council Meeting held December 23 2020, and all of the actions taken by Council at the meetings, including but not limited to all votes taken at the meeting.
 - c. Finance
 - i. Approve Bills for Payment
 - ii. Accept Monthly Financial Statement
 - iii. Accept Monthly Investment Report
 - d. Approve Water Service Agreement for High Pointe at Rojen Farms
 - e. Approve Special Event Permits
 - i. Snacktown Street Fair – Downtown (formerly Dutch Festival) – September 18, 2021
 - ii. Snacktown Brewfest – Good Field - October 30, 2021
 - iii. Memorial Day Parade – Monday, May 24, 2020 at 8:30 AM

I. PRELIMINARY MATTERS & OFFICERS' REPORTS

5. Consent Agenda

- f. 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 Holly Liska and exonerating the Tax Collector from further efforts to collect the aforesaid taxes:
 - i. The Real Estate Taxes listed on the "Return of Uncollected Real Estate Taxes for the Year 2020" including 131 full bills totaling \$87,957.78 face value; and 5 interim bills totaling \$2,285.74 face value.
 - ii. The Real Estate Taxes listed on the "Return of Uncollected Real Estate Taxes for the Year for the year 2019" including 5 interim bills totaling \$328.34 face value.
- g. Approve 2021 vendor lease agreements for rental of stalls at the Hanover Market House.
- h. Accept Reports
 - i. Report of the Mayor
 - ii. Report of the Fire Chief
 - iii. Reports of the Borough Manager & Department Heads

II. REPORTS OF THE STANDING COMMITTEES

Council Workshop/Finance & Personnel Committee – Dr. Rupp

- 1. Consideration of a motion to furlough (8) part-time library employees beginning February 1, 2021; such action to be reconsidered in May 2021.
- 2. Consideration of a motion to approve Resolution No. 1310 to adopt Comprehensive Borough Finance Policies
- 3. Consideration of a motion to approve the Engineering Services Contract for PUC Rate Case development support at an estimate of \$144,000 and post-filing support services not to exceed \$100,000.
- 4. Consideration of a motion to approve the following policies:
 - a. Personnel Policy on COVID leave effective through June 30, 2021.
 - b. Legal Affairs and Employment of Legal Counsel
 - c. Personnel Policy on Family Medical Leave
- 5. Consideration of a motion to approve Resolution No. 1311 entitled "**A RESOLUTION AMENDING RESOLUTION NO. 1307 APPROVED DECEMBER 23, 2020, AMENDING ANNUAL COMPENSATION SHOWN AND PAYABLE IN BI-WEEKLY INSTALLMENTS EFFECTIVE JANUARY 1, 2021,**" for an Assistant Supervisor of Public Works, not to exceed six (6) months, effective January 27, 2021.

II. REPORTS OF THE STANDING COMMITTEES

Council Workshop/Finance & Personnel Committee – Dr. Rupp

6. Consideration of a motion to approve Resolution No. 1312 entitled “**A RESOLUTION AMENDING RESOLUTION NO. 1307 APPROVED DECEMBER 23, 2020, AMENDING ANNUAL COMPENSATION SHOWN AND PAYABLE IN BI-WEEKLY INSTALLMENTS EFFECTIVE JANUARY 1, 2021,**” for the creation of a Human Resource Manager, effective January 27, 2021.
7. Consideration of a motion to fill a vacant position of Laborer in the Water Department Division of Distribution and Dams.

Planning Items – Mr. Heberg

1. Consideration of a motion approving Ordinance No. 2307 entitled “**AN ORDINANCE OF THE BOROUGH OF HANOVER AMENDING ORDINANCE 685, ENTITLED ‘AN ORDINANCE REGULATING TRAFFIC IN AND CERTAIN USES OF THE HIGHWAYS OF THE BOROUGH OF HANOVER,’ AS REFERENCED IN THE HANOVER BOROUGH CODE, SECTION 347-1 (E), OVERNIGHT PARKING.**”
2. Consideration of a motion approving Resolution No. 1313 for conditional approval of the Preliminary / Final Subdivision Plans for North Hanover Mall – Lot 3, Hanover, PA.
3. Consideration of a motion to advertise an ordinance for regulating Transient Retail Businesses which would repeal Ordinance No. 521 dated March 17, 1937, as amended, under Chapter 240 of the Hanover Borough Code, which delineates regulations involving public entertainment, peddling and soliciting.
4. Consideration of a motion approving Resolution No. 1314 which amends and replaces Resolution No. 1308, revising building permit fees and related fees.

Public Works & Facilities Committee – Mr. Hegberg

1. Consideration of a motion approving the contract for engineering services with Hydro-Terra Group, Westminster, MD, for the semi-annual monitoring and operation of the groundwater control system at the former Black Rock Landfill, as required by the Pennsylvania Department of Environmental Protection in the amount of \$39,372.00 for a period of two (2) years until December 31, 2022.

III. MAYOR’S REPORT

IV. **OTHER MATTERS**

➤ **New Business**

- PNC Parking Lot: Consider approval of lease

➤ **Communications**

➤ **Unfinished Business**

➤ **Public Comment**

➤ **Executive Session**

V. **ADJOURNMENT**