

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, May 17, 2022

7 p.m.

Before the meeting was called to order, Chairman Jeremy Ault administered the Oath of Office to Clayton Swartz the newest police officer to the West Manheim Township Police Department. Notary Shanna Smale administered the Oath of Office to Paul Hill as the new Emergency Management Coordinator for West Manheim Township.

Chairman Ault called the Regular Meeting of the West Manheim Township Board of Supervisors to Order at 7:05 p.m. on Tuesday, May 17, 2022, followed by the Pledge to the Flag and Invocation. The meeting took place at the Municipal Building at 2412 Baltimore Pike, Hanover, PA, 17331 and through the GoToMeeting video conferencing software.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Franks, Rynearson, and Wetzel. Also, present were the Township Manager Michael Bowersox, Township Engineer Cory McCoy from C. S. Davidson, Inc., Township Solicitor Walter Tilley, III from Stock and Leader Attorneys at Law, and Township Secretary Miriam Clapper. A quorum was present.

ANNOUNCEMENT: Chairman Ault informed those present that the Board of Supervisors held an executive session before the meeting to discuss personnel matters.

PUBLIC COMMENTS: Chairman Ault and Township Manager Michael Bowersox asked if anyone present or online wanted to speak at this time and did not receive any replies.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting held on Thursday, May 5, 2022, seconded by Supervisor Hartlaub. **Motion carried.**

DISBURSEMENTS: The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Rynearson, seconded by Supervisor Wetzel. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted the Board received a letter regarding the condition of the first half mile of Pleasant Hill Road from Rt. 94.

A. Letter regarding the condition of the first half mile of Pleasant Hill Road from Rt. 94

Supervisor Ault made a motion to accept the correspondence as presented, seconded by Supervisor Rynearson. **Motion carried.**

RECREATION BOARD REPORT: Nina Rynearson Co-chair of the West Manheim Township Park and Recreation Board indicated that she had nothing new to add to her report (copy in Township file) but wanted to

make the Board members aware of the problems they are having with speeding within the park. She told the members that the rec board had posted brand-new signs with large lettering in various locations along the driveway coming into the park and people are still speeding and the most dangerous area is near the playground. She told the Board members that the rec board was asking to place a stop sign before the curve and then one opposing, coming down from the baseball fields. Hopefully, people will stop speeding in that area.

Supervisor Rynearson told the Board members that he spoke to Corporal Seibert and that Corporal Seibert suggested placing pedestrian signs in the middle of the road to slow traffic down.

Chief Schneider said that he would put those pedestrians' signs in the middle of the road along with having a police presence a couple of times per day along with a couple of other suggestions.

Supervisor Ault made a motion to accept the Rec Board's Report as presented, seconded by Supervisor Rynearson. **Motion carried.**

SOLICITOR'S REPORT: Solicitor Walter Tilley had nothing new to add to his submitted report (copy on file).

Supervisor Franks made a motion to accept the Solicitor's Report as given and accept the comments given in the executive session, seconded by Supervisor Wetzel. **Motion carried.**

ENGINEER'S REPORT: Township Engineer Cory McCoy, C. S. Davidson had nothing new to add to his submitted report(copy on file) but went over the Summary of Significant Changes to the SWM Ordinance in each Board member's packet. He then asked for authorization to send it to the Township's solicitor for review and recommendations.

A. Stormwater Management Update

Supervisor Ault made a motion to give the authorization to send the changes to the Stormwater Management Ordinance to the solicitor for review and recommendations, seconded by Supervisor Hartlaub. **Motion carried.**

REPORTS:

- A. Monthly Budget Review – Treasurer's Report - April 2022
- B. Chief of Police, Monthly Activity Report – April 2022
- C. Public Works Report – April 2022
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – April 2022
- E. Code Enforcement Officer Report – April 2022
- F. SEO Report – April 2022

Supervisor Ault made a motion to approve the Reports A. through F. as given, seconded by Supervisor Rynearson. **Motion carried.**

MANAGER REPORT: Township Manager Michael Bowersox had nothing else to add to his submitted report (copy on file).

Supervisor Rynearson made a motion to approve the Manager's Report as given, seconded by Supervisor Hartlaub. **Motion carried.**

OLD BUSINESS: None.

NEW BUSINESS:

A. Motion to accept the Notice of Intent to retire as Township Secretary on October 7, 2022.

Supervisor Ault made a motion to accept the Notice of Intent from Miriam Clapper to retire as Township Secretary on October 7, 2022, seconded by Supervisor Wetzel. **Motion carried.**

B. Motion to grant permission for Cub Pack 105 to hold the Cub Scout Model Rocketry Event at the West Manheim Township Recreation Park on June 11, 2022, from 10 a.m. to 1 p.m.

Supervisor Rynearson made a motion to grant permission for Cub Pack 105 to hold the Cub Scout Model Rocketry Event at the West Manheim Township Recreation Park on June 11, 2022, from 10 a.m. to 1 p.m., seconded by Supervisor Franks. **Motion carried.**

C. Motion to grant or deny Burkentine Builders' request to build in Belmont Villas (Belmont Phase 3) and Rowen Place (Belmont Phase 4) prior to the installation of roads and curbs.

Paul Minnich, 100 East Market Street, York, PA along with Kyle Gillespie and Cathy Esworthy, and Mickey Thompson online through GoToMeeting came before the Board members to ask for permission to start building homes before any roads and curbing were in place.

Chairman Ault told Mr. Minnich that no one on the Board of Supervisors had any issues with the request to start building homes in those requested areas; however, he explained to Mr. Minnich that there is a provision in the code that allows the township to hold back on issuing building permits when there is outstanding money owed to the township. Chairman Ault then told Mr. Minnich that Burkentine Builders currently has past due sewer accounts, stormwater assessment fees, developer's escrow, and sewer reservation fees and will allow for building to take place in those areas once all outstanding fees that are owed to the Township are paid in full.

Mr. Minnich then told Chairman Ault that he first learned of the outstanding fees at this meeting and thought it was fair to have the Developer pay those outstanding fees before issuing any building permits.

Supervisor Ault made a motion to grant Burkentine Builders' request to build in Belmont Villas (Belmont Phase 3) and Rowen Place (Belmont Phase 4) prior to the installation of roads and curbs, contingent upon meeting with the Township Secretary within the next three days and paying all outstanding fees owed to West Manheim Township in regard to all outstanding sewer bills for every property that they own, all stormwater assessment fees plus all late fees for every lot that they own, all sewer reservation fees that are owed, and all builder escrow that are owed. Once all outstanding fees are paid and the check clears, the Board will give the authorization to issue building permits, seconded by Supervisor Rynearson. **Motion carried.**

Mr. Minnich, Ms. Esworthy, and Mr. Thompson agreed to the terms of the motion and when building permits would be released.

D. Motion to adopt Resolution No, 2022-05 Authorizing the Disposition of Municipal Records in Accordance with the Historical and Museum Act 428 of 1968.

Supervisor Wetzel made a motion to adopt Resolution No, 2022-05 Authorizing the Disposition of Municipal Records in Accordance with the Historical and Museum Act 428 of 1968., seconded by Supervisors Franks. **Motion carried.**

SUBDIVISION PLANS:

A. Hutton ST 17, LLC waiver requests for the Modwash Land Development Plan (Review Time Expires 06/04/2022) from the Subdivision and Land Development Ordinance Chapter 235.

Mark Zimmerman, from Morris Knowles & Associates, Inc., and John Lombardo from Hutton ST 17, LLC came before the Board members to talk about the plan to put a Modwash carwash in 1725 and 1747 Baltimore Pike in West Manheim Township. Mr. Zimmerman the engineer who designed the land development plan went over the plan and the waiver requests before the Board. He told the Board members that the only thing they are asking for is the approval of the waiver requests before them. After discussing each waiver request, the Board made the following motions:

1. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-53 Sidewalks. Sidewalks shall be provided for all development located in the Designated Growth Area. Waiver to remove the need for sidewalks in the growth area.

Supervisor Ault made a motion to deny the waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-53 Sidewalks. Sidewalks shall be provided for all development located in the Designated Growth Area, seconded by Supervisor Franks. **Motion carried.**

2. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-54 Curbing. Curbing shall be provided for all development located in the Designated Growth Area. Waiver to remove the need for curbing in the growth area.

Supervisor Ault made a motion to grant the waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-54 Curbing. Curbing shall be provided for all development located in the Designated Growth Area, seconded by Supervisor Wetzel. **Motion carried.**

3. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-64 Landscape requirements. (E) Landscaping requirements for specific projects, (3) Nonresidential development. For all nonresidential development, the following landscaping standards shall be applied:

(a) Quantity of landscaping. The following quantities of landscaping shall be provided:

[1] A minimum of one planting unit (PU) shall be provided for each 20 linear feet of center line along adjacent and interior roads.

[2] A minimum of two planting units (PUs) shall be provided for every 1,000 square feet, or fraction thereof, of building coverage. Requesting modification to reduce the amount of (PU)s required to 1 planting unit for each 40 linear feet of centerline along adjacent roads.

Supervisor Wetzel made a motion to grant the waiver request to the West Manheim Township Subdivision and Land Development Ordinance Chapter 235, Article V Design and Construction Standards, §235-64 Landscape requirements. (E) Landscaping requirements for specific projects, (3) Nonresidential development. For all nonresidential development, the following landscaping standards shall be applied: (a) Quantity of landscaping. The following quantities of landscaping shall be provided: [2] A minimum of two planting units (PUs) shall be provided for every 1,000 square feet, or fraction thereof, of building coverage. Requesting modification to reduce the amount of (PU)s required to 1 planting unit for each 40 linear feet of centerline along adjacent roads on the condition that those plants that are not being put in that area be placed in the northwest corner and whatever they are able to fit on the south side of the lot to further screen nearby residential use, seconded by Supervisor Rynearson. **Motion carried.**

After the waiver requests were acted on, Mark Zimmerman asked the Board if it would be appropriate to ask for conditional approval on the plan. Township Manager Michael Bowersox explained why Mr. Zimmerman was asking for conditional approval and Township Solicitor Walt Tilley told everyone that the Board could not take any action since it was not on the agenda. Mr. Zimmerman requested that it be placed on the agenda for the next time.

EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Hutton ST 17, LLC extension request for the Modwash Land Development Plan (Review Time Expires 06/04/2022) through September 21, 2022.

Supervisor Ault made a motion to approve the Hutton ST 17, LLC extension request for the Modwash Land Development Plan through September 21, 2022, seconded by Supervisor Wetzel **Motion carried.**

ALL TO BE TABLED:

- Keel LP., Phase II 6 Lots – Preliminary Plan (Review time expires 6/22/ 2022)
- 99 Pheasant Ridge Road – 3 Lots Final Minor Subdivision Plan (Review Time Expires 8/18/2022)
- Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 09/21/2022)
- Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan (Review time expires 09/21/2022)
- Fox Meadows - 7 Lots – Preliminary /Final Subdivision Plan (Review Time Expires 09/21/2022)

Supervisor Ault made a motion to table the following plans to the date that is shown: Keel LP., Phase II 6 Lots – Preliminary Plan (Review time expires 6/22/ 2022); 99 Pheasant Ridge Road – 3 Lots Final Minor Subdivision Plan (Review Time Expires 8/18/2022); Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 09/21/2022); Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan (Review time expires 09/21/2022); Fox Meadows - 7 Lots – Preliminary /Final Subdivision Plan (Review Time Expires 09/21/2022), seconded by Supervisor Rynearson. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS: Supervisor Ault and Township Manager Michael Bowersox asked if anyone wanted to approach the Board members and township resident Jim Staaf, 25 Oak Hills Drive approached the Board concerning water laying in his front yard and his neighbor's front yard after it rains. The Board directed the Manager to look at the two properties.

Steve Harmon, 40 Marfield Circle (online) told the Board members that he wanted to circle back to the dilemma in the rec park and told the Board members that they could purchase portable speed bumps from \$160 to \$225. Supervisor Ault directed someone from the rec park board to get the literature from Mr. Harmon to see what suits everyone and reuse them when the new road into the park is paved.

Supervisor Ault asked about the massive erosion problem that he brought to the engineer's attention at the last meeting. Township Engineer Cory McCoy told him that he and the township's roadmaster did go out and look at the problem. He told the Board members that he was able to find plans concerning the subdivision on Casino Drive. He said that he will need to look at the plans for the Diana Court subdivision. He told the Board members that he and the roadmaster had ideas on what needed to be done but will not know until they are able to pull the Diana Court subdivision to see who is responsible for the easement. Supervisor Ault asked could this massive erosion be submitted to the Consortium. Township Manager Mike Bowersox explained that the first step is to see who is responsible for the drainage easement. Once established who is responsible, it would be a great project to submit.

Supervisor Wetzel asked about the Hobart Road project concerning the curbing and grass seeding that needed to be finished. Township Engineer Cory McCoy said that he would need to follow up with Nate Simpson, the engineer for that project on where the curbing and grass stand. He did note that they are still holding the security for this project.

NEXT SCHEDULED MEETINGS: Public Hearing and Supervisors Work Session – Thursday, June 2, 2022, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, June 21, 2022, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Chairman Ault made a motion to adjourn the meeting at 8:05 p.m., seconded by Supervisor Ryneanson. **Motion carried.**

Respectfully,

Secretary

Chairman