

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, July 15, 2008 - 6:00 p.m.

The Public Work Session was called to Order by Chairman Barnhart at 6:00 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Barnhart, Raubenstine, Williams, Parr and Gobrecht. Also present were Manager Andy Richardson, Solicitor Linus Fenicle and Mike Knouse from C. S. Davidson, Inc.

VISITORS: Visitors register attached.

PUBLIC COMMENT - ITEMS NOT LISTED ON AGENDA: There were no comments at this time.

APPROVAL OF AGENDA: The Agenda was approved with the following additions, (13F-Authorization to Dispose of Public Records, 10B-Replacing Eighth Police Officer and 11A-Report from Tim Pfaff regarding sewage treatment restraints), in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

APPROVAL OF DISBURSEMENTS: The Disbursements for the Month of July 2008, from all Funds, were approved as listed in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of July 3, 2008 were approved, as distributed, in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried.

RECREATION BOARD REPORT: Andy reported that there were seventy-four cars registered for the recent car show and the proceeds were \$840.00. Andy explained that the Rec Board's sound system has broken and asked the Board to authorize an expenditure of \$180.94 from the Rec Fund to purchase a new system. This purchase was approved in a motion by Supervisor Gobrecht and seconded by Supervisor Williams. Andy also asked the Board for approval to have a pavilion constructed at the Rec Park. Supervisor Gobrecht made a motion to approve the construction of a pavilion, a driveway to the pavilion and some parking area on the Rec land. Supervisor Williams seconded the motion and the motion carried with Supervisor Parr voting "no". The next meeting of the Rec Board will be August 11, 2008 at 7:00 p.m.

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CHIEF OF POLICE REPORT: (A) The Monthly Statistics Report for June, 2008 was approved in a motion by Supervisor Williams, seconded by Supervisor Parr and carried. (B) Chief Hippensteel presented a letter to the Board responding to the inquiries for the necessity to replace an officer who recently resigned. He explained that the current force is providing 24/7 coverage but an eighth officer is needed due to the increase in population and police incidents. Supervisor Raubenstine asked about requiring a Civil Service Test for a new officer. Chief explained that normally the Township looks for an applicant who is already certified. Supervisor Williams asked to table this discussion until the next meeting in order to review the Chief's report.

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike explained that the Township needs to adopt a resolution accepting the Condition Statement for the Highway Occupancy Permit for the Joshua Hill Development. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and a unanimous roll call vote, the Board adopted this Resolution #2008-31. Street Maintenance Program – Mike has met with representatives of Lutheran Social Services to review the plans and the agreement for the improvements along Fairview Drive. He will provide more information on this project at the next meeting of the Board. The 2008 street improvements have begun. Recon has performed the reclaiming and Kinsley is scheduled to begin their work this week. Baltimore Pike Curb and Sidewalk – Gregory Contractors, Inc. have moved equipment in and installed the signage to begin this work. The notice to proceed was issued today. Area 2 & 3 Sanitary Sewer – Easements are still being received and Mike and Andy have met with several residents who have provided written requests to the Township. Andy offered five recommendation from Area 2 and four recommendations for Area 3. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board approved the following recommendations: (1) Bryan & Kelley Bollinger – Appraisal, (2) Donald & Laurie Pritchard – Offer of \$3,450.00, (3) Steve and Michelle Norris – Appraisal, (4) Stephen & Joanne Hladio – Offer of \$10,000.00, (5) James Harmon & Cheryl Decker – Offer of \$3,000.00, (6) Harry & Robin Bosse – Appraisal, (7) David & Betsy Thomas – Offer of \$2,000.00, (8) Donald Dorsey – Offer of \$2,000.00 and (9) Robert & Cheryl Hemler – Appraisal. The engineers were instructed to contact DEP regarding the Area 2 & 3 Sewer Projects and if they could be hooked up to the Penn Township system. Penn Twp met with DEP and DEP has guaranteed that Areas 2 & 3 may connect because they are under the provisions of exemptions due to malfunctioning systems. No new connections will be allowed until Penn Twp has submitted a CAP to the state. Harold has not issued any new permits as of the date of the letter (June 23, 2008). Area 3 Interceptor – The Township has denied the requests of S & A Homes and has requested the fees for the easements and a proposed schedule for construction by August 1, 2008.

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Water Study – The York Water Company has furnished a preliminary layout for the Area 2 water system. They will continue to hold progress meetings with the Township. Supervisor Barnhart asks that someone be contacted to direct the overflow on the water tank into the storm sewer system. The Board then discussed the report that was submitted by Tim Pfaff concerning options for a sewage treatment plant in West Manheim Township. The Board authorized the Engineers to begin an update to the Act 537 Plan. In a motion by Supervisor Williams and seconded by Supervisor Parr, the Board authorized Tim to obtain more information regarding deduct meters and bring it back to the Board. Motion carried. Zoning Ordinance Update - The Public Hearing has been scheduled for August 7, 2008 to consider adoption of the proposed text amendments.

SOLICITOR'S REPORT: Linus has talked with Chief Hippensteel regarding the ordinance for “no parking” along the Baltimore Pike. The draft ordinance will be reviewed again and brought back to the Board. Linus has proposed an amendment to the Well Ordinance. This would require anyone who puts in a monitoring agricultural well or geothermal well to acquire a permit and if it is a monitoring well they would need to post security for the abandonment of these wells. Linus has reviewed the Sewer Agreement with Penn Twp and he would recommend that the Township wait for the CAP to be completed by Penn Twp. before anything further is done.

ROADS, WATER LINE EXTENSIONS, PUBLIC SEWER and ETC. - Supervisor Raubenstein talked to the head of the York County West Nile Virus Program. He asked that the Township contact her and check on some areas in the Township that have standing water. Supervisor Barnhart asked the Public Works Department to check the roadways for limbs that are hanging in the travel lanes.

CORRESPONDENCE: (1) An invitation was received from Guthrie Memorial Library for a Reception/Information Session on Library Resources for Elected Officials and School Board Members. This will be held on August 28, 2008 from 4:30 p.m. until 6:00 p.m.

REPORTS: The Treasurer's Report for June, 2008 was approved, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

The Roadmaster's and Code Enforcement Officer's Reports for June, 2008, were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

The SEO Report for June, 2008 was approved and accepted in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

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The Pleasant Hill Fire Company and Ambulance Reports for June, 2008 were accepted in a motion by Supervisor Williams and seconded by Supervisor Gobrecht. Motion carried. The Board asked Andy to check with the Fire Department as to what their plans are for hiring a full-time ambulance driver.

The Utilities Supervisor Reports for May and June, 2008 were accepted in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

The EMA Quarterly Report was approved and accepted in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

MANAGER'S REPORT: (A) The Board received a report on the New Township Building costs. Andy is negotiating several change order requests with the contractors. Several police issues still need to be resolved. The Public Works Department will be grading the stoned area on the north side of the building for repaving. There will also be an 8-foot section paved at the front of the building to be used for customer parking. The Board asked Supervisor Williams to investigate the issue of asbestos in the building. Supervisor Barnhart asked about a light on the flagpole and the repair of several doors. (B) Supervisor Barnhart asked that the Board members review the drafts of the Burn Ban Ordinances and be prepared to discuss this in detail at the next Work Session. (C) Andy and Linus need to review the old Adelpia Contract and then negotiate a franchise extension agreement with Comcast. This issue will be discussed at the next Work Session Meeting on August 19, 2008. (D) In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board authorized a Girl Scout and Brownie Troop to hold a meeting in the Community Room of the new Township Building. Andy will check with these groups and the Township insurance carrier regarding liability insurance. He will get something in writing concerning the liability insurance. (E) At the request of the Board of Supervisors, Andy presented a report of the Revenues and Expenditures compared to Budget for the first six months of 2008. He also distributed a report showing 2008 Revenues and Expenditures compared to the first six months of 2007. The Board will review these reports for discussion at the second meeting in August. These reports will assist them in preparing the 2009 Budget. (F) Andy explained the change in cell phones carriers from Nextel to Verizon. He and the Police Department agreed that Verizon works better in the Township. About 100% of the Township is covered under Verizon. Several employees were added to the list for cell phones and Andy explained that this was important to be able to contact everyone when needed. An Authorization for the Disposition of Public Records was distributed. This is a list of records that are still in boxes at the old office building that need to be burned. The Board asked that this list be updated to include the dates of the records and be brought back to the next meeting.

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OLD BUSINESS: (A) Historical Museum – Heritage Days. The Heritage Days celebration will be postponed until next year but Andy would like to hold an open house at the new building sometime in September of this year. (B) Long Range Planning - There was nothing to discuss.

OTHER BUSINESS: (A) Mr. Mike Roepcke and Mr. Charles Courtney, representing the Northfield Subdivision, came before the Board to ask the Board to allow their project to continue under the old Zoning Ordinance. They received a Special Exception in 2005 from the Zoning/Hearing Board for the townhouses, which at that time were the only use that required a Special Exception. Mr. Courtney explained that they would not be able to implement the Plan as it was originally intended if they have to follow the new Zoning Ordinance. He requested confirmation from the Board to proceed under the previous ordinance. After much discussion, Supervisor Williams made a motion to allow this Project to go forward under the old Zoning Ordinance with the protection of Section 917 of the Municipalities Planning Code which would allow the Plan to proceed as it was originally set up. Supervisor Parr seconded the motion. The motion carried with Supervisor Raubenstine voting against this decision. Supervisor Barnhart asked the representatives of Northfields to have the Plan filed as soon as possible. (B) Paul Minnich, attorney for Burkentine and Sons Builders, asks for a confirmation from the Board of Supervisors as to the status of the Steeple Chase and Wyndsong Pointe Development Plans. These Plans have been preliminarily approved and Mr. Minnich received two letters from the Township Engineers confirming the status of the Plans and the remaining elements that are required to be addressed prior to final approval. (C) Supervisor Parr expressed his concerns about the Township not having any written policies in place. One of the current insurance providers is requiring a policy manual within the next several months. Nils believes there are numerous areas where written policies should be in force. Andy explained that he will start scheduling meetings to draft an employee manual of written policies. Supervisor Parr distributed a memo to the Board members calculating the expense incurred by the taxpayers of the Township by the use of Township vehicles for commuting and personal use. Supervisor Parr made a motion that as of August 1, 2008, vehicles and equipment of West Manheim Township shall not be utilized for commuting or other personal use. The motion was seconded by Supervisor Williams. Supervisor Raubenstine does not believe this privilege should be given to an employee and then taken away. He reiterated that the Board of Supervisors reconfirmed the use of these vehicles within the last two or three months. Alan Ault, Road Foreman, explained that in the winter, when the roads are bad, having the Township vehicles available is beneficial to the employees. Chief Hippensteel explained that this arrangement is very helpful in providing better communication between Administration, Roads' Employees and Police Officers. Supervisor Barnhart agreed that there are different levels of employees with different benefits and different things they are entitled

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to and the privileges, once given, should not be taken away. Supervisor Barnhart asked for a vote on the motion and the motion failed due to "no" votes from Supervisors Barnhart, Raubenstine, Gobrecht and Williams. Supervisor Williams then made a motion to continue to permit the use of the vehicles and revisit this issue again during the Budget consideration for 2009. Supervisor Barnhart seconded the motion and the motion failed due to "no" votes from Supervisors Barnhart, Raubenstine and Gobrecht.

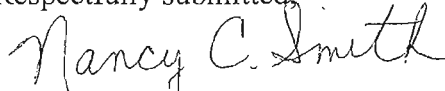
At 8:20 p.m., Supervisor Raubenstine asked to be excused from the meeting and left.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Diana Orndorff asked the Board to reconsider the lowering of the speed limit on Fuhrman Mill Road from Black Rock Road to Frogtown Road. A traffic study completed by The York County Planning Commission recommended that the limit be decreased from 40 mph to 30 mph. This recommendation was dismissed by the Board at a previous meeting. Supervisor Williams made a motion to decrease the speed from 40 mph to the recommended speed of 30 mph. Supervisor Barnhart seconded the motion. The vote that followed the motion resulted in a tie. Supervisors Williams and Barnhart voted for the motion and Supervisor Gobrecht and Parr voted against it. This will be discussed at the next meeting when all Supervisors are present.

NEXT SCHEDULED MEETINGS: Public Hearing (Zoning Ordinance) – Thursday, August 7, 2008 at 6:00 p.m. Supervisors Regular Meeting - Thursday, August 7, 2008 following the Public Hearing. Work Session Meeting - Tuesday, August 19, 2008 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 8:31 p.m. in a motion by Supervisor Parr, seconded by Supervisor Williams and carried.

Respectfully submitted,



Nancy C. Smith
Secretary