

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, August 19, 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 Terry Myers 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, (11D1-YCEDC-Public Forum, 11D2-Girl Scout Gold Award, 11D3-Letter from Sue Hobbs – Retirement, 11D4-York County Planning Commission, 11D5-Senator Mike Waugh, 11D6-PSATS and 11D7-Department of the Auditor General) in a motion by Supervisor Williams and seconded by Supervisor Gobrecht. Motion carried.

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

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of August 7, 2008 were approved, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

RECREATION BOARD REPORT: The Rec Board met on August 11, 2008. The Treasurer Report indicated a balance in the Fund of \$274,830.15. The Board met with several individuals to discuss BMX and off-road bike trails. Andy reported the pavilion kit has been ordered and should arrive by the end of September. The next meeting of the Rec Board will be September 15, 2008 at 7:00 p.m.

CHIEF OF POLICE REPORT: (A) The Monthly Statistics Report for July, 2008 was approved in a motion by Supervisor Williams, seconded by Supervisor Parr and carried. (B) Chief Hippensteel has reviewed the 2007-2008 D.A.R.E. Report that was received from Penn Township. He recommended that the Township not contribute to the unfunded balance because all West Manheim Township second, fourth and fifth graders

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have received instruction exclusively by WMT Officer Craig Snyder. Andy will send correspondence to Penn Township explaining the reasons for denying this request.

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated August 19, 2008. Written copies were distributed to Supervisors and Staff (copy in Township files). Public Improvement Security – Work has resumed on Sunset Drive. Fitz and Smith have moved back into the area. Construction Projects --- Fairview Drive - The agreement between the Township and Lutheran Social Services for the improvements on Fairview Drive is ready for signatures. Street Maintenance Program – Kinsley Construction has completed the paving and is beginning the lawn restoration and shoulder work. Area 2 & 3 Sanitary Sewer – Easements are still being received and the required information has been sent to the appraiser for all the previously approved properties that are to be appraised. The engineers have been working with RBC Capital Markets in regard to the financing for this project. The analysis has been completed based on the Township's current sewer rate schedule and existing tapping fee. Area 3 Interceptor - The easement agreement fees have been received from S & A Homes and are being forwarded to the four property owners. Sewage Planning Module – The engineers have begun preparing some preliminary information to send a report to DEP for their review to determine funding for the update to the Act 537 Plan. Zoning Ordinance Update – The amendments were approved and have been sent to the York County Planning Commission to become part of the Zoning Ordinance. These amendments are also available at the Township Office. Quillen Wells – The Solicitor will be reporting on this item.

SOLICITOR'S REPORT: Linus will be advertising three ordinances for adoption at the September 4, 2008 meeting of the Board. These are the reduction of the speed limit on Fuhrman Mill Rd. from Black Rock Rd. to Frogtown Rd., the amendment to the well ordinance, and the "no parking, stopping, standing" restrictions along the Baltimore Pike. Linus will also be providing a written report on the status of the abandonment of the Quillen wells at the next meeting.

ROADS, WATER LINE EXTENSIONS, PUBLIC SEWER and ETC. – There was nothing further to report.

CORRESPONDENCE: (1) Invitation from The York County Planning Commission and the York County Economic Development Corporation to attend a public forum on the future growth of York County. (2) Correspondence requesting a letter of commendation to Emily Angle of Skylite Drive for achieving the Girl Scout Gold Award. In a motion by Supervisor Williams, seconded by Supervisor Parr and carried, the Board authorized a letter to be sent recognizing her for her accomplishment.

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(3) Letter from Sue Hobbs informing the Board that she will be retiring from her position of utility clerk, effective March 2, 2009. (4) Correspondence from the York County Planning Commission requesting the Township to adopt the York County Hazard Mitigation Plan to be eligible for future grants and programs administered under PEMA and FEMA. (5) Letter from the office of Senator Mike Waugh explaining that the Senate will reconvene on September 15 and several issues coming up for discussion. (6) Memo from PSATS asking for entries for the PSATS Youth Awards Contest. (7) Letter from the Department of the Auditor General confirming the compliance audits of the West Manheim Township Uniformed and Non-Uniformed Pension Plans.

REPORTS: The Treasurer's Report for July, 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 July, 2008, were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

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

The Pleasant Hill Fire Company and Ambulance Reports for July, 2008 were accepted in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

The Utilities Supervisor Report for July, 2008 were accepted in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

MANAGER'S REPORT: (A) The Board received a report on the New Township Building costs. Andy reported that there will be an inspection for any remaining asbestos tomorrow at 11:00 a.m. at the building. Anyone interested may attend. The Township now has five lines on the phone system. Andy requested approval to purchase another phone to be installed in the work room. In a motion by Supervisor Williams, seconded by Supervisor Barnhart and carried, the Board approved this purchase in the amount of \$382.46. Installation is included in the price. In motions by Supervisor Williams and seconded by Supervisor Parr, the Board approved the following applications for payment:

- (1) Merlin Communications – Invoice #6843 (\$8,268.03)
- (2) M3T Corporation – Application #1, Invoice #124950 (\$19,262.62)
- (3) Midstate Mechanical – Application #11 (\$15,774.75)

(B) Supervisor Barnhart asked the Board members to please come prepared to discuss the burn ordinance at the work session meeting in September. Darrell asked if the draft is

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available on the website for the residents to review. Andy will check on this and make it available to them. (C) Andy and Linus are reviewing the franchise extension agreement with Comcast. This issue will be discussed at the next meeting. (D) Andy offered a copy of the income and expenses compared to budget report. The Board would like to receive a copy of this report at the Work Session Meeting following the end of every quarter. Andy is planning to start on the 2009 budget at the work session in September. He will schedule a meeting with the Budget Committee. (E) Andy has not heard from Diana Whitten concerning the West Nile Virus Program. He is trying to schedule a ride through the Township to identify problem areas.

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 – Andy is checking on any available funding for the old school building and he asked the Board to consider what plans they might have for this building. Supervisor Raubenstine asked about the historical overlay that was discussed a couple months ago. Mike Knouse explained that this will be included in the next round of amendments to the Zoning Ordinance.

OTHER BUSINESS: (A) Darrell Auterson and Paul Wojciechowski, representing the York County Economic Development Corporation, were present to update the Board on the work of the organization. Mr. Auterson, President of the York County Economic Development Corporation, explained that the process has begun to renew the professional services agreement which is adopted every two years. The Board members have been invited to a public forum to discuss the future growth of York County. They will be developing a county economic development plan and would like any input from local governmental officials concerning transportation, land use, zoning, etc. Mr. Wojciechowski is the Manager of the regional office in Hanover. He meets weekly with representatives of Penn Township, Hanover Borough, West Manheim Township and the Hanover Chamber of Commerce to discuss business development and other regional issues. He also meets with the Adams County Economic Development Corporation to discuss border issues and the availability of industrial property in that county. (B) Mike Stoner and Rick Jackson, representing the Lutheran Social Services Final Phase Subdivision Plan, requested an extension to their Plan. They explained that they are waiting on outside agency approvals and would like to extend the time for approval of the Plan until November 18, 2008. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved this extension of time. (C) Supervisor Barnhart had nothing to report at this time on the idea of a teen social hall which was discussed at the meeting on August 7. He will report back to the Board at the

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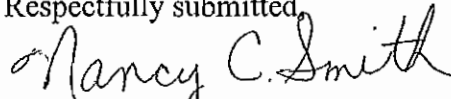
next meeting. (D) Supervisor Parr distributed rough draft copies of a personnel policy. He asked that everyone review this draft and improve it to meet the needs of the Township. The personnel manual will be discussed in detail at the next work session meeting. This manual also addresses safety and training issues.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Supervisor Williams reported that he will be attending a meeting on October 2, 2008 to hear comments on the pandemic influenza. If anyone else would like to attend, please contact him. Supervisor Williams made a motion to allow the Hanover Area Democratic Party to use this meeting room on October 7, 2008 from 6 – 10 p.m. for a candidate's night. Supervisor Gobrecht seconded the motion. Supervisor Barnhart requested that someone from this municipality be present at this public forum. This motion carried with Supervisors Parr and Barnhart voting against it. Supervisor Parr has a conflict with meetings on Monday, August 25, 2008. The Southwestern School District meets that night and there is also an EMA Meeting scheduled. Supervisor Williams will attend the Liaison Meeting and Supervisor Parr will attend the EMA Meeting.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting - Thursday, September 4, 2008 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, September 16, 2008 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 7:10 p.m. in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

Respectfully submitted,



Nancy C. Smith
Secretary