

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, October 21, 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: Mr. Owen Walsh, representing the Marine Corps League, requested some space to store toys that are collected for their "Toys-For-Tots" Program. He also asked to place a box at the Township Office for collection of toys. He will call and schedule a meeting with Andy to discuss some storage space.

APPROVAL OF AGENDA: The Agenda was approved with the following additions, (14F- Replacement for Job Opening, 14G-Request for Linus to attend Zoning/Hearing Board Meeting, 16C-PSATS Newsletter-Transportation Issues and 11D2-Letter from Auditor General), in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

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

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of October 2, 2008 were approved, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

RECREATION BOARD REPORT: The Rec Board met on October 20, 2008. The Treasurer Report indicated a balance in the Fund of \$271,934.75. The Board members will be meeting on November 1 at 11:00 A.M. at the park site to begin cutting in walking paths. The pavilion kit has arrived and the pavilion should be constructed within the next two or three weeks. The next meeting of the Rec Board has not been scheduled at this time due to the upcoming holidays. David Barber reported that the park should have some sledding areas available for use this winter and asked anyone having hay bales remaining from Halloween decorations to please drop them by the Rec Park site to be used as barriers.

West Manheim Township Board of Supervisors
October 21, 2008 (Cont'd)

CHIEF OF POLICE REPORT: (A) The Monthly Statistics Report for September, 2008 was approved in a motion by Supervisor Williams, seconded by Supervisor Parr and carried. Chief Hippensteel reported that the new cruiser has been picked up and should be on the road soon. He also asked everyone to pray for the family members dealing with the loss of their loved one, a police officer with Northern York County Police Department who was killed in the line of duty.

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated October 21, 2008. Written copies were distributed to Supervisors and Staff (copy in Township files). Public Improvement Security – On the recommendation of the Engineers and a motion by Supervisor Williams and seconded by Supervisor Gobrecht, the Board approved the release of security for the Oakwood Development in the amount of \$40,920.00. Motion carried. Construction Projects --- Street Maintenance Program – A final walkthrough has been completed for the 2008 Street Improvements and the Certificate of Substantial Completion was issued to Kinsley Construction, Inc. Pumping Station Road Relocation – Kinsley Construction, Inc. has completed the stabilization that had been requested by the York County Conservation District. Baltimore Pike Curb and Sidewalk – A walkthrough with the York County Planning Commission was held and a punch list of outstanding items was issued. Area 2 & 3 Sanitary Sewer – The engineers are in the process of recording the easements that have been secured. In motions by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board awarded Contract No. 1 for the sanitary sewer and pump station to Doli Construction, Inc. (\$4,366,347.00) and Contract No. 2 to Electroventions, Inc. (\$45,535.00) for the electrical work. The Board approved Amendment No. 1 of the Engineering Contract in the amount of \$50,000.00 for construction stakeout and grade sheet preparation. This was approved in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried with Supervisor Barnhart abstaining from the vote. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board approved the payment of Requisition #1 from C. S. Davidson, Inc. in the amount of \$163,544.43. This payment completes compensation up through the bidding phases. In a motion by Supervisor Williams and seconded by Supervisor Barnhart, the Board approved the purchase of equipment required to operate and maintain the sewer system. Motion carried. This capital expense was included as a line item in the General Obligation Bond, Series 2008. Area 3 Interceptor – S & A Homes has selected Robert Thomas Construction, Inc. for the sewer line installation. Investigations and Reports --- Water Study – The engineers have met with Andy, The York Water Company and Kinsley Construction to review the road restorations required as a result of the water main installation. The restoration should begin next week.

West Manheim Township Board of Supervisors
October 21, 2008 (Cont'd)

SOLICITOR'S REPORT: Linus informed the Board that The York Water Company has indicated they would like to finalize the sale of the Township water system. Their target date is December 1, 2008. Linus also distributed a memo to the Board members charting the location of the Quillen wells and the status of their abandonment. He will continue to work on this project.

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

CORRESPONDENCE: (1) Letter received from Supervisor Barnhart explaining his wish to receive no financial compensation for the remainder of his current term as Supervisor beginning on January 1, 2009. (2) Letter received from the Auditors General's Office with comments regarding the audit of the Township Pension Plans.

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

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

The SEO Report for September, 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 August, 2008 – No reports were available for this meeting.

The Utilities Supervisor Report for August and September, 2008 were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

The EMA Quarterly Report was accepted, as presented, in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

NEW BUSINESS: (A) The Board received a new contract for 2009 from Terry Hemler, Animal Control Officer. Andy recommended approval of this contract. Supervisor Williams made a motion to approve this contract but would like to amend it; i.e. - under the letter "V", he would like it to read \$2.69/gallon instead of \$3.49/gallon. Motion carried with Supervisors Raubenstein and Gobrecht voting "no".

West Manheim Township Board of Supervisors
October 21, 2008 (Cont'd)

(B) In a motion by Supervisor Raubenstein, seconded by Supervisor Gobrecht and carried, the Board approved several tax exonerations for the year 2008 that were presented by the Tax Collector. (C) The Board approved the membership renewal fees for PSAB for 2009 in the amount of \$150.00 in a motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried. A letter was received from PSATS requesting information on West Manheim Township's level of membership in PSAB. Andy will reply to their request.

MANAGER'S REPORT: (A) The Board received a final report on the New Township Building costs. Loan draws are complete. Andy reported that there was a less than 1% overrun of \$6,679.26. There are several issues remaining to be addressed. (B) Linus has reviewed the amendment to the ordinance for burning in the Township. He indicated that this amendment has not been advertised for adoption at this time. Supervisor Williams would like a section added that would require anyone who wants to burn, to first inform their neighbors. The Board authorized Linus to advertise the amendment for adoption at the second meeting in November in a motion by Supervisor Parr, seconded by Supervisor Raubenstein and carried. (C) Andy has received an estimate from Wolf House Movers, LLC of Bernville, PA to move the old school building from the intersection of Baltimore Pike and Fairview Drive to the new Municipal Building. The estimate is in the amount of \$48,200.00. Andy reported that his estimate for the project would be between \$80,000.00 and \$100,000.00 because of the need to fix the back wall of the building before relocating it and the construction of a foundation at the new Township Office to hold the structure. In a motion by Supervisor Williams, seconded by Supervisor Raubenstein and carried, the Board authorized Linus to contact the owner's attorney to try to get an extended time frame to move the building. This would allow time to obtain some grant money for this project. (D) In a motion by Supervisor Parr and seconded by Supervisor Williams, the Board granted Andy's request to have January 2, 2009 designated as an additional paid holiday. Motion carried. (E) The Board was presented a draft of a rental contract for the use of the Community Room. Linus has reviewed this draft and several changes need to be made. Supervisor Parr would like to see a fee schedule and would recommend that the Township have a rental contract even if no fee is charged. This contract will be reviewed at the next meeting after the Board members meet with Andy and discuss their concerns. (F) Andy asks for permission from the Board to hire Miriam Clapper to replace Sue Hobbs when she retires, at a salary of \$33,500.00. A motion was made by Supervisor Barnhart and seconded by Supervisor Parr. Supervisor Williams asked why the Board did not interview the candidates for the job as they did before. Supervisor Raubenstein indicated that the Manager should interview and present the candidate to the Board for their approval. Supervisor Parr asked if there was a job description and whether the job opening had been advertised so the Township residents could have been informed. Andy didn't see a need to advertise because he received about fifteen applications without advertising. Linus informed the Board that there is no legal requirement to advertise.

West Manheim Township Board of Supervisors
October 21, 2008 (Cont'd)

The hiring of Mrs. Clapper was approved with Supervisors Williams and Parr voting "no". (G) In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried, the Board agreed to allow the Solicitor to represent the Township at the next Zoning/Hearing Board Meeting. Coming before the Board are two appeals to Andy's decisions as Zoning Officer.

OLD BUSINESS: (A) Historical Museum – Heritage Days. There was nothing new to report. (B) Long Range Planning – Supervisor Parr asked if the Township Planning Commission is currently looking into some more commercial zoning in the Township. This will be discussed in the next update to the Zoning Ordinance.

OTHER BUSINESS: (A) Supervisor Parr will download the personnel policy into the Township system tomorrow. The draft that he has is lengthy and will need to be organized. The staff will review it and offer their suggestions. (B) The Pleasant Hill Fire Department officials have met with the Board of Supervisors and would like to hire two full time and three part-time EMT's to provide 24/7 coverage and have personnel available to respond to calls. In a motion by Supervisor Gobrecht and seconded by Supervisor Williams, the Board approved these positions. The EMT's will not be hired until next year and their salaries will be worked into the 2009 Budget. Motion carried with Supervisor Parr voting against it. (C) Supervisor Williams commented on an article that was in the PSATS News Bulletin. PSATS is asking Township Officials to contact their legislators requesting a fair share of the transportation funding for their areas. Andy will contact our legislators with our concerns.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Three township residents presented maps and reports they have compiled concerning their properties. Their properties lie in close proximity to the lands in Codorus State Park that will be expanded to allow hunting. They all expressed concern for the safety issues that may arise if this land is used for hunting. Linus will review this subject and the area in question and present a report to the Board at the next scheduled meeting. David Barber explained that if the Board adopts this amendment to the burn ordinance that residents will still be able to burn in all areas around his home for ten hours a day and 312 days a year. It will not prevent anyone from coming from outside the township to burn in our Township. The Amendment does not address any needed permits or any specified days to allow burning. It also does not set any road setbacks or any limitations concerning weather issues. Wendell Felix asked about open burning. According to the amended ordinance, there will be no open burning. Everything will have to be in an approved container. He asked the Board to look again at the distance from the property lines. Owen Walsh asked when Fairview Drive was to be repaired. Andy explained that the work will begin on the curbs and the road should be topped in the Spring. Mr. Walsh

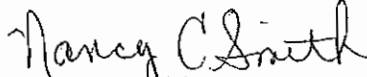
West Manheim Township Board of Supervisors
October 21, 2008 (Cont'd)

also volunteered to check on the possibility of bringing a recycling truck into the Township as they do in Penn Township. Andy Hoffman asked the Board to look into the insurance coverage that is being offered to the members of the Board of Supervisors as they are working on the Budget for next year. He reported that it appears that West Manheim Township is the only township around that offers this benefit. Supervisor Gobrecht asked Andy whether the 1 mill that has been set aside for road repairs is being used each year. Andy replied that the 1 mill amounts to around \$470,000.00 to \$480,000.00 and it is being directed toward road repair every year.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting - Thursday, November 6, 2008 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, November 18, 2008 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 7:40 p.m. in a motion by Supervisor Parr, seconded by Supervisor Williams and carried.

Respectfully submitted,


Nancy C. Smith
Secretary