

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, April 21, 2009 - 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 and Gobrecht. Supervisor Parr was absent. Also present were Solicitor Linus Fenicle and Terry Myers and Mike Knouse from C. S. Davidson, Inc. Manager Andy Richardson was absent.

VISITORS: Visitors register attached.

PUBLIC COMMENT - ITEMS NOT LISTED ON AGENDA:

APPROVAL OF AGENDA: The Agenda was approved with the following additions, (11D2 – Supervisors Training and 14H – Discussion of Investments), in a motion by Supervisor Gobrecht and seconded by Supervisor Williams. Motion carried.

Chairman Barnhart reported that Manager Richardson was in a serious accident over the weekend in Hershey. He will be out for an undetermined amount of time. The Supervisors and staff will work together to address any issues that arise in his absence.

APPROVAL OF DISBURSEMENTS: The Disbursements for the Month of April, 2009, 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 Work Session Meeting of March 17, 2009 and the Regular Meeting of April 2, 2009, were approved, as distributed, in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried.

RECREATION BOARD REPORT: Chris Gienski, Chairman of the Rec Board, asked the Board if they had discussed the draft of the rules and regulations for the use of the Rec Park. Linus explained that the Township would need to adopt an ordinance to enforce these rules and regulations. He will review the draft and bring his comments back to the Board for their review. Christine explained that the Rec Board would like to join forces with the American Youth Soccer Organization to host soccer games at the Rec site. Dominic Winder would be the liaison between the organization and the Rec Board. Neil VanKersen, representing the Hanover Alternative Sports Association, asked if the Board would allow his group to hold several yard sales at the Township building during

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the month of May. All proceeds of the sale of yard sale spots would go to the development of a skate park at the Township Rec Park. Linus asked Mr. VanKersen to provide some information on this Association and he will review this request. In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried, the Board agreed to allow yard sales at the Township Building and delegate all the responsibilities to the members of the Rec Board.

CHIEF OF POLICE REPORT: (A) The Monthly Statistics Report for March, 2009 was approved in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried.

At this time, Chairman Barnhart asked to move several items on the Agenda. The first item to be discussed at this time is naming Members 1st Federal Credit Union as an additional depository for Township Funds (13D). Three representatives of Members 1st gave a presentation on what they could offer the Township on this subject. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and a unanimous roll call vote of members present, the Board adopted Resolution #2009-24 to appoint Members 1st Federal Credit Union as a depository institution for the handling of Township Accounts.

The second item to be discussed is the renewal of the Township liability insurance (13E). Steve Hartlaub, representing C. A. Weber Agency, was present to discuss the renewal. The current liability insurance expires on May 1, 2009. Steve explained that there are no major changes needed in the coverage for this year. The only increases come from an increase in population and the increase in the value of fire company equipment. The value of the fire equipment is calculated every year by fire company personnel. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved the renewal of the insurance with C. A. Weber, with the stipulation that the water tower be deleted from the policy since it is now owned by The York Water Company.

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated April 21, 2009. Written copies were distributed to Supervisors and Staff (copy in Township files). Plan Review Status – Terry & Lisa Wetzel – In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved a waiver request for this 2-lot Final Plan. The Board also approved a Form B Waiver in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved the 2-lot Final Plan for Terry & Lisa Wetzel. Supervisor Barnhart abstained from these votes. Wal Mart – Lot 4 – In a motion by Supervisor Gobrecht and seconded by Supervisor Williams, the Board

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authorized the signature of the deed of dedication to transfer the right-of-way from the Township to PennDOT. Motion carried. Construction Projects --- Street Maintenance Program – 2009 Street Improvements – Bids were received and were publicly opened on April 20, 2009. Mike recommended awarding the contracts for the four separate projects to the lowest bidders. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board awarded the following bids for the four projects and authorized the signing of the contracts after being executed by the contractors:

Project No. 1 --- Fairview Drive: Sunset Drive to Casino Drive
Fuhrman Mill Road: Frogtown Rd. to Oakwood Drive
Awarded to Kinsley Construction, Inc. - \$94,847.45

Project No. 2 ---Hillcrest Drive: Shorbs Hill Rd. to Skylite Dr.
Skylite Drive: Laurence Dr. to Shorbs Hill Rd.
Awarded to Shiloh Paving & Excavating, Inc. - \$53,168.95

Project No. 3 --- Bankard Rd/Band Hall Hill Rd.: Impounding Dam to Twp Line
Glenville Rd: 90 degree turn south to Township Line
Impounding Dam Rd.: Bankard Rd. to Laurence Dr.
Awarded to Stewart & Tate, Inc. - \$177,245.95

Project No. 4 --- Shermans Church Rd.: Hobart Rd. to Baltimore Pike
Tracey Rd.: 90 degree turn east to bridge
Miscellaneous patches
Awarded to Stewart & Tate, Inc. - \$41,385.20

The Board authorized the signing of the notice to proceed in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried. Pumping Station Road Relocation – Kinsley has completed the stabilization work that was requested by the York County Conservation District. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved application for Payment #6 (Final) in the amount of \$2,231.25. Area 2 & 3 Sanitary Sewer – Doli Construction is continuing with the sanitary sewer installation. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board approved Requisition #7 in the amount of \$601,800.00. Area 3 Interceptor – Robert Thomas Construction has met with Mr. Hetrick to review the disturbed areas. These areas have since been restored. In a motion by Supervisor Gobrecht and seconded by Supervisor Raubenstine, the Board agreed to pay Mr. Hetrick \$35,000.00 for the required easement as was recommended by the Engineer. Motion carried. Sewage Planning Update – The Task Activity Report was

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approved by DEP and plan preparation will be completed in accordance with the schedule provided in the report. Zoning Ordinance Update – The Township Planning Commission has held a public meeting to review the updates to the Zoning Ordinance and the Comprehensive Plan. The proposed revisions have been distributed to the Board of Supervisors. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board authorized the Comp Plan be submitted to the York County Planning Commission for their review. Supervisor Barnhart asked for a map change. He would like to see the three properties between Simpson Drive and Sunset Drive to remain in the Residential Zone instead of being changed to Commercial zoning. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried, the Board approved sending the Zoning Ordinance to the YCPC for their review with these minor changes. Miscellaneous --- Sanitary Sewer/Penn Township – Mike and Linus are going to work together to offer some suggestions on requesting some additional sewage capacity from Penn Township. Stormwater Management – Grubb Property – Mike has met with Mr. Grubb and reviewed the drainage concern on his property. Mike determined that the pipe is partially filled with sediment and there is sediment discharge onto the property. In a motion by Supervisor Gobrecht, seconded by Supervisor Raubenstine and carried, the Board authorized the engineer to draft an easement agreement to allow the Township to clean up and maintain the pipe and the sediment being discharged. In a motion by Supervisor Gobrecht, seconded by Supervisor Raubenstine and carried, the Board authorized Mike to send a letter to the York County Board of Commissioners giving the Township's consent for the Bridge Inspection Program.

SOLICITOR'S REPORT: Linus has received the signed agreement from Mr. Rinehart regarding access to the old school building. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried, the Board approved the Township's signing of the agreement. Linus has reviewed the EMT Agreement and there seems to be more changes needed. There are some issues that still need to be resolved. Linus updated the Board on the appeals that were filed by Mr. Grubb. He has withdrawn the one appeal that was the appeal of the decision of the Zoning Officer. The appeal of the denial of the variance and special exception is now the only appeal pending before the York County Court of Appeals. Charles Bowman was present to further discuss the test wells that were drilled on his property. He would like to use these wells. They are grouted, cased and capped and are no more dangerous to ground water than any other wells. They could be used for agricultural purposes. The Board asked that Mr. Bowman write a letter to the Board listing his intentions. The Board will then decide what action will be taken.

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

CORRESPONDENCE: (1) A letter from the Borough of Hanover notifying the Township of the proposed armament of Sheppard-Myers Dam. (2) In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board approved the attendance to training at the Abbottstown Fire Hall for detecting drug and alcohol abuse on the job.

REPORTS: The Treasurer's Report for March, 2009 was approved, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

The Roadmaster's and Code Enforcement Officer's Reports for March, 2009, were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

The SEO Report for March, 2009 was approved and accepted in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

The Utilities Supervisor Report for March, 2009, were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried. The Board will discuss the hiring of an individual to assist Tim Pfaff.

The EMA Activity Report for March, 2009 was approved and accepted in a motion by Supervisor Williams and seconded by Supervisor Gobrecht. Motion carried.

MANAGER'S REPORT: (A) After speaking with members of the Township staff and working with Supervisor Raubenstine, Mike Knouse had several items to discuss with the Board that require action to be taken in the absence of the Manager. There have been two requests from groups to use the Community Room. The Rental Agreement for the use of the room will need to be finalized and the Township does not currently have an occupancy permit for the new building. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the adoption of the Rental Agreement. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board authorized Mike to contact these organizations and inform them that the Community Room is not available for use at this time. There is a concern over a utility bill that was received for the old Township building. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board authorized Linus to discuss this issue with Columbia Gas. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board appointed Harold Coldren as the interim

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Zoning Officer until Andy returns to work. Timesheets, overtime hours and vacation days will be logged by Beverly Weaver. The Board authorized Linus to attend a court hearing in place of Andy in a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried. The Board also approved a software update from Harris for the utility package in a motion by Supervisor Raubenstine and seconded by Supervisor Gobrecht. (B) The Township will advertise for bids for some surplus equipment. Bids will be received until May 19, 2009 and will be opened that evening at the Work Session Meeting. (C) Work is proceeding on the new police contract. (D) The additional Depository was discussed earlier in the Agenda. (E) The insurance renewal was completed earlier on the Agenda. (F) The discussion on the Website will be tabled until the May Work Session. Laura or Heather will update the Board at that time.

OTHER BUSINESS: (A) In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved the request to release the letter of credit for Wal Mart. (B) The EMT Agreement will be discussed at the next meeting. (C) In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried, the Board approved the request for carnival help from Hanover, Penn Township and Jefferson fire police. (D) The easement for Mr. Hetrick was discussed under the Engineer's Report. (E) In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and a unanimous roll call vote of members present, the Board adopted Resolution #2009-25 regarding the retention of audio tape recordings of meetings. (F) The discussion with Charles Bowman concerning the test wells was completed earlier on the Agenda. (G) In a motion by Supervisor Gobrecht and seconded by Supervisor Williams, the Board voted to allow Tim Pfaff to take a Residential Plumbing Inspector Certification Test. Motion carried. (H) No action needs to be taken at this time regarding investments. Figures are still being reviewed from the different institutions. This will be discussed at another time.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Carl Grubb had some questions about stormwater problems. The Board asked him to submit his request in writing to the Board. The Board decided to give Mr. Grubb a copy of the Stormwater Ordinance and have him set up a meeting with the Engineers to discuss his concerns. He also had some questions about road frontage setbacks. Dwayne Diehl asked if there was a timeline on the installation of the sewer lines on Oakwood Drive. Mike explained that it would depend on the contractor's schedule.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting – Thursday, May 7, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, May 19, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

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ADJOURNMENT: The Work Session Meeting was adjourned at 8:14 p.m. in a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried.

Respectfully submitted,

Nancy C. Smith
Secretary