

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, June 16, 2009 - 6:00 p.m.

The Board of Supervisors held a brief executive session before the Meeting to discuss legal and personnel issues.

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 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, (10D4 – Letter from DeBrunner & Associates, 10D5 – Letter from Jean Sexton, 10D6 – Pictures received from Bonnie Rebert, 12J – West Manheim Township’s involvement with the YMCA, 12K – Cleaning Person and 12L – Employment Applications), in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

At this time Supervisor Gobrecht made a motion to have Supervisor Barnhart be the Office Administrator in order for the Board to keep in contact with the staff on a day-to-day basis. Supervisor Williams seconded the motion subject to the Auditors approving the compensation. Motion carried. Supervisor Barnhart abstained from this vote.

APPROVAL OF DISBURSEMENTS: The Disbursements for the Month of June, 2009, from all Funds, were approved as listed in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

RECREATION BOARD REPORT: Chris Gienski, Chairman of the Rec Board, reported that she had a request from Noah Staub to build a place at the Park to run remote-control cars. The Board asked that Noah present a proposal to the Board at the next meeting concerning days and hours of operation. There is a march through the Park scheduled for some time in the Fall and a German style dinner following the march. The Rec Board has received a donation from the family of the late Richard Hoff for a plaque on one of the park benches in his memory. In a motion by Supervisor Gobrecht, seconded by

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Supervisor Williams and a unanimous roll call vote, the Board adopted Resolution #2009-26 to adopt the West Manheim Township Recreation Park Rules and Regulations. The Supervisors will contact Alan Ault to make sure that the Park volunteers are receiving training on the Township equipment before they use it at the Park. As long as they are trained, they will be covered by the Township liability insurance.

CHIEF OF POLICE REPORT: (A) The Monthly Statistics Report for May, 2009 was approved in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried. Supervisor Barnhart informed the Chief that he distributed copies of the Police Contract to the Board members and discussed this issue in executive session. There will be action on this item at the next meeting.

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated June 16, 2009. Written copies were distributed to Supervisors and Staff (copy in Township files). Construction Projects --- Street Maintenance Program – 2009 Street Improvements – The notices to proceed have been issued to the contractors and they have indicated that construction should begin right after the fourth of July holiday. Area 2 & 3 Sanitary Sewer – Doli Construction Corporation is currently working on Oakwood Drive. Mike indicated there has been a meeting scheduled for Thursday evening at the Township Office with the residents of Fairview Drive that are being added to the current Sewer Project. Sewer-General – The Township has issued the appropriate notices by certified mail to the four residences with outstanding connections in the Area 1 Sewer Project. Fuhrman Mill Road/Baltimore Pike Traffic Signal – The warrant analysis has been completed and the study shows that a signal is warranted in that location. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board authorized appraisals to be done of the adjoining properties in order to continue with land/right-of-way easements. Miscellaneous --- Stormwater Management – Grubb Property – The right to enter document has been returned to the property owner due to modifications to the document. Mr. Grubb does not want to be responsible for what the Township puts along the road in front of his property. Whatever is put there washes down onto his property. Linus and Mike will try to re-work the document to better suit Mr. Grubb and the Township. Township Business --- Municipal Building – M3T Corporation was on-site to inspect the door/access system to the police department. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board accepted a proposal from them in the amount of \$2,088.00 to repair the door. Since M3T has completed all outstanding obligations, the Board approved the payment of Inv. #0000125262 in the amount of \$119.50 in a motion by Supervisor Gobrecht and seconded by Supervisor Williams. Motion carried.

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SOLICITOR'S REPORT: Linus informed the Board that there is a right-to-know request ongoing at this time. It is a request for drawings and plans for a certain home in the Township. The request was denied and this decision has now been appealed. It will now proceed through the State Right-To-Know Office. Linus has provided some comments on the proposed Zoning Ordinance Update. He has responded to the York County Planning Commission's comments. Sewer liens are going to be placed on certain properties. He is working with Miriam on this project. Linus has also reviewed an agreement with an individual in the Menlena Subdivision who is requesting the Township's help to maintain a storm water basin. Linus reviewed the Subdivision Plan and found that the Homeowners Association is responsible for the maintenance of this basin. The Homeowners Association was never formed. Linus indicated that the Township can now force them to form a Homeowners Association or have the developer maintain the basin.

ROADS, WATER LINE EXTENSIONS, PUBLIC SEWER and ETC. – Chairman Barnhart has received a revised sewer agreement between West Manheim Township, Penn Township and several developers. This agreement will be copied and distributed to the Board members for their review.

CORRESPONDENCE: (1) A letter was received from Carl Grubb describing two concerns he has with the Township. Linus recommended that no response be made at this time due to ongoing litigation with Mr. Grubb. The Solicitor will address these concerns in due course. (2) In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the assistance of PHVFD Fire Police for the July 4th celebration in Hanover at Moul Field. (3) The Board decided to retain the individual membership with the York County Economic Development Corporation. This is at no cost to the Township and instead of naming a certain person to be a member, anyone can attend. (4) Letter received from DeBrunner & Associates describing how this company can help local governments pursue state grants and loans. (5) Letter from Jean Sexton asking the Board to allow her to have more time to pay off a high water/sewer bill. Chairman Barnhart does not believe any action should be taken at this time. This is an address where the water is slated to be turned off. (6) Bonnie Rebert has sent several pictures with suggestions on the placing of signs at Pumping Station Road to better direct traffic in that area.

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

The Code Enforcement Officer's Report for May, 2009, was accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

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

The Utilities Supervisor Report for May, 2009, was accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

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

OTHER BUSINESS: (A) The Board members will review the new draft of the agreement for the paid EMT's. This item will be discussed at the next meeting. (B) The Police Contract was discussed during the executive session. (C) Letters have been forwarded to PennDOT and LTAP for their comments and recommendations regarding the closure of Pumping Station Road. More discussion will come after responses are received. (D) The Board will review several volunteer forms that have been received and the appointment to the Planning Commission will be discussed at the next meeting. (E) In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and a unanimous roll call vote, the Board adopted Resolution #2009-27 in which the Township agrees to use dotGrants on-line reporting system to file Liquid Fuels forms annually. (F) Supervisor Parr discussed the use of Purchase Orders. He reported that many times the product is bought first and the purchase order is gotten afterward. He also questioned why some supplies were bought in Gettysburg when they could be purchased closer to the Hanover area. Chairman Barnhart asked Supervisor Parr to gather some invoices and distribute them to the Board and the Board will discuss this issue at a later date. (G) The issue with bonding for Charles Bowman was discussed earlier on the Agenda. (H) In a motion by Supervisor Parr, seconded by Supervisor Raubenstine and a roll call vote, the Board adopted Resolution #2009-28 which approves the transmittal of the sewage planning module for Sheetz, Inc. Supervisor Barnhart abstained from this vote. (I) The Board received copies of an e-mail from Embarq. Embarq is offering the Township a proposal for a Term Discount Plan on the phone service. The Board members will review this proposal and have Laura call Embarq directly to see what savings Embarq will offer. (J) Supervisor Williams attended a Community Leaders Breakfast at the YMCA. He informed the Board that Jack Rego, YMCA CEO, is retiring after 18 years. Frank suggested that Christine Gienski contact the YMCA as they are preparing for their next step and maybe could incorporate the use of the Township Rec Park. Frank also attended a meeting where the speaker was Senator Mike Wahl. The Senator was explaining the reasons for the big cuts being handed out by the State Legislature this year. (K) Copies of the job applications for the janitor position will be forwarded to the Board members for their review. Action may be taken to hire for this open position at the next Board Meeting.

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(L) Chairman Barnhart asked that someone look into updating the Township job application. The ones being used are very old and should not be handed out.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Jim Keller, 13 Marianne Drive, asked if the equipment and rocks and stones could soon be moved from his property. Doli Construction is using his property to store these items. Mike Knouse will contact someone at Doli Construction. They should be moving everything up to Valley View Drive and restoring the area at the Kellers' home. Bev Weaver distributed a Memo to the Supervisors requesting their approval to refund some escrow amounts to Samuel and Linda Cox and Terry and Lisa Wetzell. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried, the Board approved the refunds after the last billing is received. Duane Diehl asked the Board what a shallow hook-up would be for the sewer project. Mike Knouse explained that the shallow hook-up request is distributed to the residents when the stakes are given out. If the lateral is already constructed, it would be too late to have a shallow hook-up. Supervisor Raubenstine reported that The York Water Company is ready to start the construction of the water lines in Area 2.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting – Thursday, July 2, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, July 21, 2009 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 Raubenstine and carried.

Respectfully submitted,

Nancy C. Smith
Secretary