

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, October 20, 2009 - 6:00 p.m.

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

ROLL CALL: Present were Supervisors Parr, Raubenstine, Williams, Gobrecht and Hoffman. Also present were 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 none.

APPROVAL OF AGENDA: The Agenda was approved with the following additions and deletions, (Add 12D7 – Guthrie Memorial Library and remove - Minutes of October 1, 2009 and the Utilities Supervisors Report (13D), in a motion by Supervisor Williams and seconded by Supervisor Hoffman. Motion carried.

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

APPROVAL OF MINUTES: The Minutes of the Work Session of September 15, 2009 were approved, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried. Supervisor Hoffman abstained from this vote.

Paul Wojciechowski, representative of the York County Economic Development Corporation, was available to speak about electrical power rates. He and Frank Williams attended a summit on electric energy deregulation. The caps are coming off the regulated companies again. The Township should take advantage of the opportunity to buy at a good savings but be cautious of the contracts that will be sent out. They are misunderstood and should be reviewed by someone who understands these non-regulation contracts. There will be savings in the first couple years of deregulation. When the contracts start coming in, they should be reviewed and the price should be retained early in the process if a good price is offered to the Township.

RECREATION BOARD REPORT: The pavilion has been delivered and Harold Hartlaub presented his check to Christine for payment of the pavilion. The Volks March has raised \$2,000.00 in donations and the trails have been mapped out. The Board received a donation of about \$150.00 from a fundraiser held at Natures Pet Center and also a donation of \$300.00 from Happy Tails Therapy Dogs. Mike Knouse explained that

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the plans and specs have been prepared and he presented a proposed schedule for the first phase of the Park along with a cost estimate for the construction. In a motion by Supervisor Parr, seconded by Supervisor Raubenstine and carried, the Board authorized Kirton & Sullivan, LLC to work with the engineers to landscape the entranceway to the Park. In a motion by Supervisor Gobrecht, seconded by Supervisor Raubenstine and carried, the Board authorized the engineers to put the contract for the first phase out for bids. Christine announced that there will be no Rec Park Board Meetings during the months of November and December of this year.

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

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated October 20, 2009. Written copies were distributed to Supervisors and Staff (copy in Township files). Construction Projects --- Bridge Inspection – York County does a bi-annual inspection of bridges. The issues from the previous inspection have been addressed and in a motion by Supervisor Williams, seconded by Supervisor Hoffman and carried, the Board authorized the engineers to advertise the bid specifications for the bridge work. Area 2 & 3 Sanitary Sewer – Mike provided an updated Memo on the sewer easements. Mr. Robert Hemler has refused the latest offer of \$5,000.00 for his easement. The Board decided to offer \$9,000.00 and request a response within seven days. If no response, the Board authorized the Engineers and Linus to proceed with the preparation of legal taking in a motion by Supervisor Raubenstine and seconded by Supervisor Gobrecht. Motion carried. Doli Construction has completed the trench restoration in Area 2 and is proceeding with the sewer main construction along the Baltimore Pike. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried, the Board authorized the engineers to send connection notices to approximately fifty one property owners on Oakwood Drive and Marianne Drive in order for them to coordinate the plumbing work for both the water and sewer lines. The engineers discussed the idea of some aerial photography and mapping for the next areas of public sewer and the GIS Program. The Board gave the authorization to the engineers to do the mapping and the aerial photography for a price of about \$20,000.00 to be done in the fall of the year. This was approved in a motion by Supervisor Gobrecht and seconded by Supervisor Raubenstine. Motion carried. The fee will be incorporated into the 2010 Budget. Sanitary Sewer Manhole Lining – A pre-construction meeting has been scheduled for October 26, 2009 with PIM Corporation for this project. Investigations and Reports --- Road Degradation Fees – Mike provided a draft of an ordinance for the Board members to review and provide input on this subject. This will be discussed further at the next meeting and a

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new ordinance will need to be drafted and advertised for adoption. Miscellaneous --- Sanitary Sewer/Penn Township – Discussions are continuing with Penn Township concerning several issues (Developers Agreement, Intermunicipal Agreement, future capacity, their Wastewater Treatment Plant and future upgrades). The engineers will continue to provide updates as they occur.

SOLICITOR'S REPORT: Linus has prepared the decision for the cell tower conditional use application. The Board has signed it and it will be forwarded to their attorney. The application for conditional use that has been submitted by J. A. Myers has been advertised and the Public Hearing is scheduled for November 5. An agreement between the McIlvains and the Township concerning their request to construct a fence on their property that will be in easement areas will be sent to the McIlvains for their comments.

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

CORRESPONDENCE: (1) In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved Hanover Fire Department's request for assistance from Pleasant Hill Fire Company for the Halloween parade on Thursday, October 29, 2009. (2) Letter from Atty. Jay Kalasnick requesting to be reappointed as Zoning/Hearing Board Solicitor for 2010. This appointment will be made at the Re-organization Meeting in January, 2010. (3) Invitation from Hanover Area Family YMCA's "Meet and Greet our New CEO Breakfast". Supervisors Williams and Parr would like to attend. (4) Letter received from Work Processing Services explaining an increase in the monthly lease payment for the copier and Docuware. The Board approved this increase in a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried. (5) Notification received from Buckley & Company, Inc. Contractors concerning the closure of Shorbs Hill Rd. for bridge repair. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board authorized this road closure. (6) Letter from PennDOT concerning traffic signal supports and inspection procedures. The Board will need to keep this in mind at the time of the next inspection. Some traffic signal supports in the state have failed and collapsed. (7) Letter received from Guthrie Memorial Library concerning West Manheim Township's fair share calculation of \$46,023.30. This item will be discussed further as the 2010 Budget is being prepared.

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

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

The Pleasant Hill Volunteer Fire Company/EMS Reports for August and September, 2009 were approved, as distributed, in a motion by Supervisor Hoffman, seconded by Supervisor Gobrecht and carried.

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

MANAGER'S REPORT: (A) Scott reported that he has one person who has shown interest in being a part of the Appeals Board. This needs to be a three-person board and anyone interested should contact the Township. This available position will be listed on the Township Website. (B) Scott distributed a copy of the vesting schedule for the Pension Plans and indicated the schedule that he is proposing. This schedule lists several vesting percentages with 100% vesting after completion of 7 years of employment. This change would need to be adopted by Resolution and will be discussed at the next meeting. (C) Scott has been working on the 2010 Budget and will be distributing a draft to the Board members on Monday. (D) In a motion by Supervisor Williams, seconded by Supervisor Hoffman and carried, the Board approved partial payment of an invoice from Midstate Mechanical. The payment will be in the amount of \$17,000.00. (E) Scott is getting more requests to use the community room. He would like to set the price for the rental to be able to cover the cleaning of this area of the building. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board agreed to charge a \$75.00 rental fee for the use of the Auditorium/Cafeteria area. The Board will think about the idea of allowing non profits to rent for no charge and discuss this at a later date. (F) The Board is looking into the possibility of installing an electronic sign in front of the new Municipal Building to advertise events happening in the Township. This will be discussed at the next meeting. (G) In a motion by Supervisor Williams, seconded by Supervisor Hoffman and carried, the Board approved the payment to Met Ed for the traffic signal at Brunswick Dr. and Baltimore Pike. This has been an outstanding invoice.

NEW BUSINESS: (A) The sketch plan for Edward Lane will be tabled until the next meeting of the Board. (B) Supervisor Parr distributed a draft advertisement for the position of Township Manager. There was one change that the Board decided to make in regards to the salary of this position. The applicants should now include salary requirements along with their resumes. In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried, the Board approved the advertisement of the

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position in several newspapers and the Merchandiser based on the cost of advertising. Supervisor Williams opposed this vote. (C) Supervisor Parr will discuss worker safety at the next meeting. (D) Supervisor Hoffman wished to discuss the subject of sidewalks in the Township (i.e. when they are required and when they will need to be constructed in connection with the safety of the residents). The Board suggested that Supervisor Hoffman begin this discussion with the Planning Commission. (E) In a motion by Supervisor Raubenstine, seconded by Supervisor Gobrecht and carried, the Board approved the payment of an invoice from Mantec. This was a registration fee for Franklin Williams to attend a seminar on "Strategies for Energy Management Success". (F) In a motion by Supervisor Hoffman, seconded by Supervisor Gobrecht and carried, the Board approved the renewal of the 2010 Animal Control Contract with Hemler/ACS.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Marc Woerner questioned the parking spaces at the new Township Building. There is no curbing and no bumper blocks. Scott indicated that this is being reviewed. He also asked about the sewer rate negotiations with Penn Township and Scott said they had met this afternoon with representatives of Penn Township. Owen Walsh had a comment on the closing of Pumping Station Rd. Scott indicated that Township representatives will need to meet with the property owners regarding the removal of trees and shrubs to improve the sight distance. Supervisor Williams reported on several workshops that he will be attending in November. Sylvia Shoemaker asked if the calendar on the website could be extended to include two months and also to add a reminder about the election on November 3, 2009.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting – Thursday, November 5, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, November 17, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 8:20 p.m. in a motion by Supervisor Hoffman, seconded by Supervisor Williams and carried.

Respectfully submitted,

Nancy C. Smith
Secretary