

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, November 17, 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 – Mr. Sterling Mummert of Lakeview Terrace asked to address the Board over concerns he has about the water line being installed by The York Water Company. He does not believe he should have to hook up to the new water line. He says he lives on a private road and the Township has never maintained the road, but now that public water is being made available, he is being told he must hook in to the line. Scott asked if he and Mike Knouse could review the material that Mr. Mummert brought with him and try to correct this situation. Scott will keep the Board informed of any action taken.

APPROVAL OF AGENDA: The Agenda was approved in a motion by Supervisor Hoffman and seconded by Supervisor Gobrecht. Motion carried.

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

RECREATION BOARD REPORT: Christine had sent an e-mail out to the Board members and the Engineers requesting answers to several of her concerns. She thanked Mike for answering her questions. Christine reported that the Rec Board hopes to clear about \$4,000.00 from the Volksmarch. They received a good turnout of participants and actually had to turn people away from the dinner because they ran out of food. She also shared a letter received from Theodore Jenkins of Ash Drive commending the work being done at the Park site.

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

West Manheim Township Board of Supervisors
November 17, 2009 (Cont'd)

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated November 17, 2009. Written copies were distributed to Supervisors and Staff (copy in Township files). Construction Projects --- 2009 Street Improvements – A final walkthrough has been conducted and a punch list has been issued; all items have been completed. In a motion by Supervisor Williams, seconded by Supervisor Hoffman and carried, the Board approved Change Order No. 1(Final) in the amount of a decrease of \$636.97 and also Application for Payment No. 2 (Final) in the amount of \$24,396.96. Area 2 & 3 Sanitary Sewer – Doli Construction has performed the installation of the entire sewer main in Area 2. They are continuing with laterals and restoration as weather permits. Mike provided an updated memorandum on the outstanding Area 3 easements with their recommendations on seven remaining properties. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board authorized the engineers to act in accordance with the memorandum. Area 3 Interceptor – A request for reduction of public improvement security has been received from Robert Thomas Construction. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the release of this security upon receipt of the maintenance bond. Sanitary Sewer Manhole Lining – This project has been completed and a final inspection was done. In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried, the Board approved Application for Payment No. 1 in the amount of \$27,572.33. Community Park – Phase 1A – Bids were received and publicly opened on November 16, 2009. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board rewarded the contract for the completion of the Park Entrance to Todd A. Gosnell Paving for \$59,957.00. Investigations and Reports --- Sanitary Sewer Phase III – The engineers have prepared a proposal for the Phase III Sewer Project which includes service areas 4, 5 and 6. Terry Myers explained the proposal in detail. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board agreed to enter into this contract agreement with C. S. Davidson. Miscellaneous --- Sanitary Sewer/Penn Township – A meeting was held with Penn Township on November 2. Penn has acknowledged they will extend additional capacity to West Manheim Township. In order to continue talking with Penn Township, property owners will need to be contacted regarding their potential need for sewer reservation. In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the contacting of these property owners.

SOLICITOR'S REPORT: Linus will be drafting an ordinance and resolution for adoption at the second meeting of December. These will be required for any changes that will be made to the pension plans. A decision on these changes will be made on December 3, 2009 when the Township pension plan representatives attend the Board Meeting.

West Manheim Township Board of Supervisors
November 17, 2009 (Cont'd)

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

CORRESPONDENCE: (1) “Thank you” received from South Western School District for the Township’s contribution toward replacement of playground equipment at the Tri-Township Park. (2) Letter received from Penn Waste requesting adoption of a Refuse & Recycling Ordinance. This would give Penn Waste a procedure to collect past due monies from Township residents. This will be reviewed by the Solicitor. (3) Letter received from Christopher Restak, attorney for Carl and Brenda Grubb, regarding the authorization to enter and perform repairs on the Grubb property. Linus will review this issue and report any actions that need to be taken back to the Board of Supervisors.

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

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

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

The Utilities Supervisors Reports for September and October, 2009 were accepted, as distributed, in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

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

MANAGER’S REPORT: (A) Scott has met with Linus and discussed this issue of address changes. Scott will be contacting York County Emergency Services to get their input on what action needs to be taken in order to correct the address numbers on Edna Myers Lane. (B) There are four state mandates that the Township may add to the health insurance policy. They are not mandatory additions. One or all could be selected. The Board authorized Scott to respond back to Benecon and inform them that the Township does not wish to add these mandates. (C) There are a few items left over from the construction of the new building. Scott had substantial completions to issue to Eshenaurs Fuels, McCoy Brothers and Davidson, H & C. Along with the substantial completion for Eshenaurs, the Board approved a final payment of \$7,671.00 to them in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried.

West Manheim Township Board of Supervisors
November 17, 2009 (Cont'd)

(D) During the November election, there were several write-in votes for the auditor's positions. Thomas Nosel received enough write-ins to be appointed to the 6-year term. Scott explained that the Board could appoint someone from the list of write-ins to fill the other terms. In a motion by Supervisor Raubenstine, seconded by Supervisor Williams and carried, the Board appointed David Barber to the four-year term and Kathy Feeser to the 2-year term. (E) The Property Maintenance Appeals Board has been appointed. In a motion by Supervisor Williams, seconded by Supervisor Raubenstine and carried, the Board authorized Linus to draft an ordinance to amend the Property Maintenance Code to change Sect. 111.03. The Board shall meet within 30 days of the filing of an appeal instead of twenty days. Scott asked that the Board members bring some suggestions to the next meeting for alternate members of this Board. (F) Scott asked to table any action on the Fire Company CD until the next meeting. He will schedule a time to meet with the Fire Company members. (G) Scott explained to the Board that the Township will need to send out water connection notices to the residents in Area 2 who are getting public water. The Township needs to do this in order to enforce the Water Ordinance.

NEW BUSINESS: (A) In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board authorized the advertisement of the Road Occupancy Ordinance. This ordinance will update the current Highway Occupancy Ordinance and include road degradation fees. (B) In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the applications for tax exoneration that were presented to them from the Tax Collector.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Sylvia Shoemaker asked about the Zoning Ordinance amendments that are being considered for adoption. Mike Knouse reported that these revisions to the Ordinance will be discussed at the Township Planning Commission Meeting on Thursday evening. She also asked when the Board would be selecting a new manager. Supervisor Parr advised that the Board will hold an executive session on November 24, 2009 at 1:00 p.m. to review the applications and hopefully a new manager will be appointed at the December 15, 2009 Board Meeting. Sylvia asked if the Board would reconsider their decision not to include the Supervisors Elect in the interviewing process. Linus indicated that the appointment of the new manager will be done at a public meeting. Supervisor Parr made a motion to allow the Supervisors Elect to attend the executive session in a non-voting capacity. Supervisor Williams seconded the motion and the motion was carried with Supervisors Raubenstine and Hoffman voting "no". Duane Diehl asked about the time frame to hook up to the new sewer and water lines. The residents have 90 days to pay their connection fee and acquire a permit and then they have six months to hook up to the system. Bryan Mills asked about the fire tax and Scott informed him that the tax covers the insurance for

Page - 5 -

West Manheim Township Board of Supervisors
November 17, 2009 (Cont'd)

the fire department, the salaries for the EMT's and some funds toward equipment. Supervisor Gobrecht asked the Board members to think about what actions should be taken regarding sledding at the Township building. This will be discussed at a future meeting.

NEXT SCHEDULED MEETINGS: Executive Session - Tuesday, November 24, 2009 at 1:00 p.m. Supervisors Regular Meeting – Thursday, December 3, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m. Work Session Meeting - Tuesday, December 15, 2009 at 6:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 8:26 p.m. in a motion by Supervisor Williams, seconded by Supervisor Hoffman and carried.

Respectfully submitted,

Nancy C. Smith
Secretary