

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, September 21, 2010 - 7:00 p.m.

The Public Work Session was called to Order by Chairman Hartlaub at 7:00 p.m., followed by the Pledge to the Flag and Invocation.

Chairman Hartlaub announced that the Board held an Executive Session prior to the start of this meeting to discuss a personnel issue.

ROLL CALL: Present were Supervisors Hartlaub, Woerner, Williams, Parr and Gobrecht. Also present were Solicitor Linus Fenicle and Mike Knouse from C. S. Davidson, Inc.

VISITORS: Visitors register attached.

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

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of September 2, 2010 were approved, as submitted, in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried.

APPROVAL OF DISBURSEMENTS: The Disbursements for the Month of September, 2010, from all Funds, were approved as listed in a motion by Supervisor Williams, seconded by Supervisor Parr and carried.

RECREATION BOARD REPORT: The Volksmarch and German Dinner are scheduled for November 6, 2010. The Rec Park Board met on September 20th with representatives of the Southwestern High School Community Networking Program. They are seeking permission for their students to do volunteer work at the Park. In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board approved this request providing the participants have adequate insurance. Chris Gienski reported that the students will be covered under the LIU #12 insurance. Chris had several questions concerning the Township bidding process. Solicitor Fenicle indicated that a purchase up to \$4,000.00 does not need to be bid out. Any purchase totaling \$4,000.00 - \$10,000.00 requires three bids and no bids are required for professional services. The Rec Park Board has voted to purchase the mower that was proposed by Supervisor Hartlaub. The Rec Board would like to install signs at several intersections within the Township to direct visitors to the park. Manager Null will check if there are any regulations concerning directional signs. The pizza and pot-luck picnic will be held on Saturday, September 25, 2010 at 3:00 p.m. at the pavilion.

West Manheim Township Board of Supervisors
September 21, 2010 (Cont'd)

ROUTINE WORK SESSION ITEMS: ENGINEER'S REPORT – Mike Knouse presented a written report of C. S. Davidson, Inc. dated September 21, 2010. Written copies were distributed to Supervisors and Staff (copy in Township files). **Plan Review Status---**In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved extensions until December 3, 2010 for the Northfields, Phase II, Plan and the Benrus Stambaugh et al, Land Development Plan. Mike Knouse indicated that plans have been submitted for the Homestead Acres (Townhouse) Preliminary Subdivision. The in-house review will be completed on October 19, 2010. **Construction Projects --- Traffic Signals** – PennDOT has requested that the pedestrian push buttons be relocated at the traffic signal at the new Sheetz. Sheetz, Inc. has agreed to complete this work. In a motion by Supervisor Parr, seconded by Supervisor Williams and carried, the Board approved making a formal request to PennDOT to modify the traffic signal permit.

SOLICITOR'S REPORT: Solicitor Fenicle reported that he has sent out mandatory sewer hook-up letters to two individuals. One has complied with his request. He has now sent a second letter to the individual who has not responded.

CORRESPONDENCE: No correspondence was received.

REPORTS: The Chief of Police Report for August, 2010 was approved in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

The Treasurer's Report for August, 2010 was approved, as distributed, in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

The Code Enforcement Officer's Report for August, 2010, was accepted, as distributed, in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

The Public Works Report for August, 2010 was accepted in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

The Pleasant Hill Fire Company and Ambulance Reports for August, 2010 were accepted in a motion by Supervisor Gobrecht and seconded by Supervisor Woerner. Motion carried.

The SEO Report for August, 2010 was approved and accepted in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

The Utilities Supervisor Report for August, 2010 was accepted, as distributed, in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

West Manheim Township Board of Supervisors
September 21, 2010 (Cont'd)

The EMA Activity Report for August, 2010 was approved and accepted in a motion by Supervisor Gobrecht and seconded by Supervisor Woerner. Motion carried.

MANAGER'S REPORT: In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board approved the request of the Pleasant Hill Fire Company to add a new part-time EMT to fill out their schedule. Manager Null is working with Tom Redmond on an update to the Township Pension Plans. A Pension Board will be appointed to manage and oversee the Plans. Tom Redmond will be attending a meeting of the Board to discuss several recommendations and some changes to the Plans. Stambaugh Ness, PC worked with the staff to review our records and is now working on results and recommendations. Manager Null has obtained four quotes to fence in the police area in the back of the building. He recommended A & L Fencing at a cost of \$6,279.00. Supervisor Parr made a motion to contract with A & L Fencing to enclose the area. After more discussion concerning the fence and a *new power gate*, Supervisor Parr withdrew his motion and Manager Null will check on pricing to do both the fencing and the gate at the same time. Manager Null reported that the revenues will be down slightly this year and the expenses are well within budget.

OLD BUSINESS: (A) Manager Null indicated that the Board met with the Emergency Services Board. Manager Null will be meeting with the Homeowners' Association of Colonial Hills on Thursday of this week to discuss snow emergency issues in their area.

NEW BUSINESS: (A) In a motion by Supervisor Parr, seconded by Supervisor Williams and a roll call vote, the Board approved the appointment of Heather Neiderer as the Township Building Code Official. She has completed her training and passed her test and along with the appointment, the Board agreed to reward her with a \$5,000.00 salary increase. Supervisor Gobrecht abstained from these votes because Heather Neiderer is his niece. (B) In a motion by Supervisor Williams, seconded by Supervisor Woerner and carried, the Board approved a fee in the amount of \$150.00 for inspection and certification of on-lot septic systems. The Township SEO will be charging \$100.00 per inspection and the remaining \$50.00 will cover administrative costs. (C) The members of the Board received correspondence from York County concerning the 94th annual York County Association Convention. It will be held on Thursday, November 11, 2010 at the Wisheaven Banquet and Expo Center. Act 9 of 1988 allows the Township to pay the registration fee, transportation costs and \$50.00 per day for Supervisors and other officials to attend. In a motion by Supervisor Parr, seconded by Supervisor Williams and carried, the Board agreed the Township would not pay the \$50.00 per day for attendance at the convention. The Board members were instructed to inform the Township Secretary if they will be attending. (D) In a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried, the Board approved the renewal of the contract with

West Manheim Township Board of Supervisors
September 21, 2010 (Cont'd)

Hemler Animal Control Services for January 1, 2011 until December 31, 2011 in the amount of \$300.00.

PUBLIC COMMENTS AND/OR SUPERVISORS COMMENTS: Supervisor Woerner asked if the Board members had reviewed the letter to be sent to the State regarding the snow plowing and maintenance of Route 94. In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized Manager Null to send the letter to Senator Waugh, Representative Miller and the PennDOT District 8 Supervisor. The Township would like to receive a commitment from PennDOT for a service standard for snow removal and salting of Route 94 because the Township cannot continue to maintain the road. Supervisor Hartlaub wished to again discuss the proposed purchase of a new dump truck. A used truck was checked out, but was determined to be in poor shape. Supervisor Woerner suggested that a financial analysis be completed on the truck to be replaced and then decide if a new truck is needed. Supervisor Gobrecht would still like to discuss the purchase of a chipper. In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board decided to table this discussion and discuss it at the next meeting. If a new truck is to be purchased, it should be taken care of soon to have it ready for winter use. Supervisor Woerner asked his fellow supervisors what their thoughts were for the old township building now that the environmental issues have been resolved. He would like everyone to consider some ideas of what they would like to do with that property. David Barber asked the Board to consider the outcome of the enforcement of the new on-lot septic system ordinance to make sure it is reasonable for the residents. He asked them to make sure that what the Township is doing is what DEP requires. Andy Hoffman asked if the Board members considered any provisions to exempt unoccupied properties when this new ordinance was discussed. The Board indicated that the inspection and certification applies to all properties.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting – Thursday, October 7, 2010 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Work Session Meeting - Tuesday, October 19, 2010 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 8:30 p.m. in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

Respectfully submitted,

Nancy C. Smith
Secretary