

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, October 19, 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.

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

VISITORS: Visitors register attached.

APPROVAL OF AGENDA: The Agenda was approved, with the deletion of 7B – YCEDC Agreement and Discussion on Revising Truck Purchase, in a motion by Supervisor Williams and seconded by Supervisor Parr. Motion carried.

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of October 7, 2010 were approved, with one change, in a motion by Supervisor Woerner, seconded by Supervisor Williams and carried. Supervisor Woerner indicated that on Page 1 under Correspondence, it should be noted that Manager Null announced that letters were received from Supervisors Woerner and Gobrecht confirming their coverage under the Township Health Insurance Plan. It was incorrectly reported that Chairman Hartlaub made this announcement.

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

DISCUSSION ITEMS: Scott Wagner, President and Owner of Penn Waste, Inc. and Neil Slenker of Stock & Leader, Attorneys at Law, came before the Board to ask them to adopt a refuse and recycling ordinance that would assist them in the collection of delinquent accounts. Without an ordinance in place dealing with billing, payment and collection procedures, Penn Waste is finding it difficult and extremely costly to collect these unpaid fees. After much discussion, the Board authorized Solicitor Fenicle to prepare a draft ordinance that would include mandatory collection of refuse and collection procedures for delinquent accounts. The Board also expressed their concern that when the 2010 Census numbers come in, West Manheim Township may be required to have mandatory recycling collection. Mandatory recycling is determined by the population of the municipality.

West Manheim Township Board of Supervisors
October 19, 2010 (Cont'd)

Mike Knouse of C. S. Davidson, Inc. had several action items for the Board of Supervisors at this meeting. In a motion by Supervisor Williams, seconded by Supervisor Parr and carried, the Board approved Change Order #4 (Final) for Doli Construction, Inc. in the amount of \$118,986.00. The Board also approved Application for Payment #19 for Doli Construction, Inc. in the amount of \$252,048.31 in a motion by Supervisor Gobrecht and seconded by Supervisor Williams. Motion carried. In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board approved Requisition #24 from Adams County National Bank in the amount of \$252,048.31.

Manager Null has provided a draft copy of the snow emergency routes that are being proposed for the Township. The Emergency Services Board will be reviewing these routes at their meeting on October 25, 2010. Supervisor Woerner had several recommendations after his review of the draft. Some of his suggestions included the designation of Mike Hampton, Emergency Services Coordinator, as a responsible officer to declare a snow emergency, notification to the residents concerning these routes, notification to the radio stations when snow emergencies are declared and the required width of the sidewalk that would need to be cleared of snow and ice.

In a motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried, the Board approved the request from the Hanover Fire Department for the assistance of Pleasant Hill Fire Company during the annual Hanover Halloween Parade.

Rodney Price distributed copies of an enforcement notice that was sent to J & S Transmissions on July 12, 2010, informing them that all unlicensed vehicles should be removed within sixty days. Mr. Price contends that no vehicles have been removed and no clean up has occurred. Manager Null indicated that he has checked into this situation and the business does auto repair and would have ninety days to turn over the vehicles at the business. Manager Null will continue to oversee this situation.

The Board of Supervisors then entered into a lengthy review and discussion of the proposed budget for 2011 that they had received from Manager Null. The draft 2011 Budget is balanced at almost four million dollars and includes no tax increase. Included in this budget figure is a total of approximately \$455,000.00 for road paving and maintenance. Manager Null indicated that he expects \$100,000.00 to \$200,000.00 be carried over in case of emergency. The supervisors commended manager Null on balancing the budget and making some changes that make it easier to read and understand. Manager Null asked each member of the Board to suggest any areas within the budget that they would like to change and he will take those suggestions and work them into a revised draft. He would like to have the budget ready for preliminary

Page - 3 -

West Manheim Township Board of Supervisors
October 19, 2010 (Cont'd)

adoption at the November Work Session Meeting and final adoption at the first meeting in December. The budget must be adopted before the end of the current year.

The Board members decided to table the discussion and review of the draft personnel policy manual. They may decide to hold a special meeting to discuss this manual and have it ready for adoption before the beginning of 2011.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting – Thursday, November 4, 2010 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Work Session Meeting - Tuesday, November 16, 2010 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: The Work Session Meeting was adjourned at 9:15 p.m. in a motion by Supervisor Woerner, seconded by Supervisor Parr and carried.

Respectfully submitted,

Nancy C. Smith
Secretary