

**WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS**

**2011 RE-ORGANIZATIONAL MEETING**

**MONDAY, JANUARY 3, 2011 – 6:00 P.M.**

The 2011 Re-organizational Meeting of the West Manheim Township Board of Supervisors was held on the above date and time at the Municipal Building.

Supervisor Gobrecht nominated Supervisor Woerner as temporary chairman. The nomination was seconded by Supervisor Williams and carried.

The Meeting was called to Order by Temporary Chairman Woerner, followed by the Pledge to Flag and Invocation.

ROLL CALL: Present were Supervisors Hartlaub, Woerner, Williams, Parr and Gobrecht, Solicitor Linus Fenicle of Reager & Adler, PC, and Engineer Michael Knouse from C. S. Davidson, Inc.

RECOGNITION OF VISITORS: Visitors register attached.

AGENDA: The agenda was approved in a motion by Supervisor Williams, seconded by Supervisor Gobrecht and carried.

Supervisor Gobrecht made a motion to nominate Supervisor Hartlaub as Chairman of the Board and it was seconded by Supervisor Parr. The motion was carried.

Supervisor Williams made a motion to nominate Supervisor Woerner as Vice-Chairman of the Board. Supervisor Gobrecht seconded the motion and it was carried.

In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried, the Board reappointed Kevin Null as Township Manager.

In separate motions by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board appointed Nancy Smith as Secretary/Assistant Treasurer, Beverly Weaver as Treasurer/Assistant Secretary, Timothy Hippensteel as Police Chief and Alan Ault as Roadmaster.

In a motion by Supervisor Williams, seconded by Supervisor Woerner and carried, the Board reappointed the following officers and accepted their individual fee schedules for the year: Doug Stambaugh – Sewage Enforcement Officer, Linus Fenicle of Reager & Adler PC – Township Solicitor, C. S. Davidson, Inc. – Township Engineer, Jay Kalasnik – Zoning/Hearing Board Solicitor, Linda Deyarmin – Wage Tax Collector and Middle Department Inspection Agency, Inc. – Building Code Inspector.

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The following Officers were reappointed in a motion by Supervisor Williams, seconded by Supervisor Woerner and carried:

Zoning Officer – Kevin Null  
Code Enforcement Officer – Heather Neiderer  
Vacancy Board Chairman – Cindy Lee  
Earned Income Tax Representative - Supervisor Carl Gobrecht  
Chief Administrative Officer of the Pension Plans - Supervisor Harold Hartlaub

In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board appointed the members of the Board of Supervisors as Township Employees and Township Equipment Operators.

The Board approved Susquehanna Bank, People's Bank, ACNB and Members 1<sup>st</sup> Credit Union as Depositories for Township accounts in a motion by Supervisor Parr and seconded by Supervisor Gobrecht. Motion carried.

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board adopted the Wage Tax Collection fee of the South Western School District.

The Board approved the renewal of all existing Ordinances and Resolutions for the new year in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

Establish Board of Supervisors Meetings, Dates and Times: Monthly on First Thursday at 7:00 p.m., Supervisors Caucus at 6:00 p.m. and Third Tuesday at 7:00 p.m., Supervisors Caucus at 6:00 p.m. Motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried.

In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board approved 51 cents/mile as the rate of reimbursement for employees using their personal vehicles on Township business.

The Treasurer's/Secretary's Bond will be established at \$1,500,000.00 for the Year 2011 in a motion by Supervisor Parr and seconded by Supervisor Woerner. Motion carried.

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht and a unanimous roll call vote, the Board adopted Resolution #2011-01 which sets the police officer's contribution to the Police Pension Fund at 5% of their salary for 2011.

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In a motion by Supervisor Gobrecht, seconded by Supervisor Parr and a unanimous roll call vote, the Board adopted Resolution #2011-02 which sets the non-uniformed employee's contribution of 5% to the Non-Uniformed Pension Fund.

Resolution #2011-03 was adopted in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and a unanimous roll call vote. This Resolution contains the fee schedule for services and permits for 2011.

In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and a unanimous roll call vote, the Board adopted Resolution #2011-04 which establishes the sewer rates for customers of the public sewer system.

Resolution #2011-05 will appoint Stambaugh Ness, PC, Certified Public Accountants, as independent auditors to examine and provide reports of all the accounts of the Township as of year ending 2010. The Resolution was adopted in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and a unanimous roll call vote.

The meeting to reorganize was then closed in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

## **REGULAR MEETING**

**DISBURSEMENTS:** The Disbursements for the month of December, 2010, from all funds, were approved as listed in a motion by Supervisor Parr, seconded by Supervisor Williams and carried.

**APPROVAL OF MINUTES:** The Minutes of the Work Session Meeting of December 21, 2010 were approved as distributed in a motion by Supervisor Woerner, seconded by Supervisor Parr and carried.

Supervisor Hartlaub received correspondence from St. David's Lutheran Church on Musselman Road reaffirming their partnership with the Township to make their facility available as a polling place for West Manheim Township residents.

**ENGINEER'S REPORT:** Mike Knouse presented a written report of C.S. Davidson, Inc. dated January 3, 2011. Written copies were distributed to Supervisors and Staff (copy in Township files).

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Mike Knouse indicated that most of the Engineer's report for this evening is informational only. He reviewed his proposed schedule for the adoption of the new SALDO Ordinance. The draft of the SALDO will be discussed at the Work Session Meeting on January 18, 2011

**SOLICITOR'S REPORT:** Solicitor Fenicle thanked the Board for the reappointment of Reager & Adler, PC as Township Solicitor for 2011. He reported that there are six properties that have not hooked into The York Water Company's public water lines as of this time. Two of these properties are in foreclosure and negotiations are ongoing with the other four property owners.

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

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

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

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

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

There was no SEO Report for November, 2010.

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

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

**MANAGER'S REPORT:** Manager Kevin Null's report contained the following:

The perimeter fence to secure the Police Prisoner Transfer Area has been installed and the automatic gate operator will be installed in the near future. The dump truck and the

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bucket truck have been delivered and are in service. Advertisement for sealed bids on the old truck will be sent out later this month. The bid document for municipal waste collection is being drafted and will go out later in January. The Sewer Authority met recently and recommended that the Authority be dissolved. In a motion by Supervisor Parr, seconded by Supervisor Williams and carried, the Board approved having the Solicitor prepare the necessary paperwork to dissolve the Township Sewer Authority. The new sewer rates that were adopted this evening will reduce the annual bill for over 80% of the users. The Public Works Department has serviced all the equipment for the winter and has been called out three times because of icy conditions. An improvement has been seen in PennDOT's treatment of the Baltimore Pike. They have applied a pre-treatment to the roadway. The Township has finished 2010 with 8.5% under budget in the General Fund and 30% under budget in the Highway Aid Fund. There will be a special meeting of the Board on January 13, 2011 at 6:00 p.m. to review and discuss an overview of infrastructure.

**SUBDIVISION PLANS:** (A) The following Subdivision Plans were given review time extensions as per written requests, in a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried - 1) Joshua Hill Farm, 124-lot Preliminary, 2) The Warner Farm, 15-lot Preliminary, 3) Orchard Estates, 58-lot Preliminary, 4) Preserve at Codorus Creek IV, 79-lot Preliminary, 5) Benrus Stambaugh et al, Land Development Plan, and 6) James Horak & Donald Yorlets, 6-lot Preliminary. Motion carried.

(B) In a motion by Supervisor Gobrecht, seconded by Supervisor Williams and carried – The Board then tabled all the following plans 1) Joshua Hill Farm, 124-lot Preliminary, 2) The Warner Farm, 15- lot Preliminary, 3) Orchard Estates, 58-lot Preliminary, 4) Preserve at Codorus Creek IV, 79-lot Preliminary, 5) Wyndsong Pointe, Phase II, 15-lot Final, 6) Fuhrman Mill Heights, 1-lot, 34 units, 7) Fox Run Village, 25-lot Final, 8) Steeple Chase, 12-lot Final, 9) Community Banks, Land Development Plan, 1-lot, 10) Homestead Acres, J.A. Myers, 134-lot Preliminary, 11) Northfields, Phase II, 52-lot Preliminary, 12) Benrus Stambaugh et al, Land Development Plan, 13) James Horak & Donald Yorlets, 6-lot Preliminary, 14) Reservoir Heights – Phase 2, 53-lot Final, and 15) Homestead Acres – 366-lot Preliminary. Motion carried.

**PUBLIC COMMENTS:** Supervisor Williams asked the Board members to consider the reappointment of the Commercial Development Committee to discuss how to bring business to the Township. This committee includes six township residents that would review and discuss business opportunities for West Manheim Township. Stan Werkheiser, 60 Sara Lane, asked if Manager Null had contacted anyone about the truck that is parked in his neighborhood. Mr. Null indicated that the truck will soon be moved from the area.

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NEXT SCHEDULED MEETINGS – Supervisor's Work Session Meeting - Tuesday,  
January 18, 2011 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Regular Supervisors  
Meeting – Thursday, February 3, 2011 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT - The meeting was adjourned at 6:42 p.m. in a motion by Supervisor  
Parr, seconded by Supervisor Gobrecht and carried.

Respectfully submitted,

Nancy C. Smith  
Secretary