

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS
2012 RE-ORGANIZATION MEETING
TUESDAY, JANUARY 3, 2012 - 6:00 PM

Nancy Smith administered the Oath of Office to James Staaf.

The 2012 Re-Organizational Meeting of the West Manheim Township Board of Supervisors was held on the above date and time at the Municipal Building at 2412 Baltimore Pike.

The Board of Supervisors nominated Supervisor Parr as temporary chairman.

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

ROLL CALL: Present were Supervisors Hartlaub, Woerner, Staaf, Parr and Gobrecht. Also present were Solicitor Linus Fenicle, Mike Knouse of C. S. Davidson, Inc. and Manager Kevin Null.

Supervisor Gobrecht made a motion to nominate Supervisor Hartlaub as Chairman of the Board, and it was seconded by Supervisor Staaf. In a unanimous roll call vote of members present, the Board nominated Supervisor Hartlaub as Chairman of the Board.

Supervisor Woerner nominated himself as Chairman of the Board, seconded by Supervisor Parr. Supervisor Hartlaub was nominated Chairman of the Board.

Supervisor Hartlaub made a motion to nominate Supervisor Gobrecht as Vice-Chairman of the Board, and it was seconded by Supervisor Staaf. In a unanimous roll call vote of members present, the Board nominated Supervisor Gobrecht as Vice-Chairman of the Board.

Supervisor Gobrecht nominated Supervisor Woerner as Vice-Chairman of the Board, seconded by Supervisor Parr. Supervisor Gobrecht was nominated as Vice-Chairman of the Board.

RECOGNITION OF VISITORS: There were no visitors in attendance.

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

2012 RE-ORGANIZATION APPOINTMENTS

In a motion by Supervisor Parr, 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 Laura Gately as Secretary, and Nancy Smith as Assistant Secretary.

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In separate motions by Supervisor Parr, seconded by Supervisor Gobrecht and carried, the Board appointed Bev Weaver as Treasurer, and Nancy Smith as Assistant Treasurer.

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried, the Board appointed Timothy Hippensteel as Police Chief.

In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board appointed Jeff Rummel as Roadmaster.

RE-APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES FOR 2012

In a motion by Supervisor Parr, seconded by Supervisor Woerner and carried, the Board reappointed Reager & Adler PC as Solicitor, and accepted their fee schedule for the year.

In a motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried, the Board reappointed C.S. Davidson as Engineer, and accepted their fee schedule for the year.

In a motion by Supervisor Parr, seconded by Supervisor Woerner and carried, the Board reappointed Stambaugh Ness as Auditors, and accepted their fee schedule for the year.

In a motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried, the Board reappointed Joseph Kalasnick, PC as Zoning Hearing Board Solicitor, and accepted his fee schedule for the year.

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried, the Board reappointed Group Hanover, Inc. as the Sewage Enforcement Officer, and accepted their fee schedule for the year.

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried, the Board reappointed Middle Department Inspection Agency as the Building Code Inspector, and accepted their fee schedule for the year.

APPOINTMENTS OF 2012

The following Officers were reappointed:

Zoning Officer:

In a motion by Supervisor Woerner, seconded by Supervisor Parr, Kevin Null was reappointed as the Township Zoning Officer, and carried.

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Code Enforcement Officer:

In a motion by Supervisor Woerner, seconded by Supervisor Parr, the Board reappointed Heather Neiderer as Code Enforcement Officer, and carried. Supervisor Gobrecht abstained.

Vacancy Board Chairman:

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht, the Board reappointed Cindy Lee as Vacancy Board Chairman, and carried.

Chief Administrative Officer of the Pension Plan:

In a motion by Supervisor Woerner, seconded by Supervisor Parr, the Board reappointed Supervisor Harold Hartlaub as Chief Administrative Officer of the Pension Plan, and carried.

Supervisors as Township employees and equipment operators:

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

Authorizing the following depository institutions to handle all Township accounts:
Susquehanna Bank, People's Bank, ACNB and Members 1st Credit Union:

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

Adopt the Wage Tax Collection Fee:

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried, the Board adopted the Wage Tax Collection fee.

Renew all existing Ordinances and Resolutions:

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 the dates and time for the Monthly Board of Supervisors Meetings:

- Regular Meeting first Thursday of the month at 7:00 P.M.
- Caucus at 6:00 PM;

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-Work Session the 3rd Tuesday of the month at 7:00 P.M.
Caucus at 6:00 P.M.

Motion by Supervisor Parr, seconded by Supervisor Woerner, and carried.

Establish the mileage reimbursement rate at the prevailing IRS rate:

In a motion by Supervisor Woerner, seconded by Supervisor Parr, the Board approved the mileage reimbursement rate at the prevailing IRS rate, and carried.

Establish the Treasurer and Secretary's bonds at \$1.5 million dollars:

The Treasurer's/Secretary's Bond will be established at \$1,500,000.00 for the Year 2012 in a motion by Supervisor Parr and Seconded by Supervisor Woerner, and carried.

Adopt the Fee Schedule for Services and Permits and Sewer Rates (Resolution # 2012-01):

Resolution # 2012-01 was adopted in a motion by Supervisor Woerner, seconded by Supervisor Parr and by a unanimous roll call vote, the Board adopted Resolution # 2012-01 which contains the fee schedule for services and permits, and the sewer rates for customers of the public sewer system for 2012.

The meeting to reorganize was then closed.

REGULAR MEETING AGENDA

APPROVAL OF DISBURSEMENTS: The Disbursements for the Month of December, 2011, from all Funds, were approved as listed in a motion by Supervisor Gobrecht, seconded by Supervisor Parr, and carried.

APPROVAL OF MINUTES: The Minutes of the Worksession Meeting of December 20, 2011 were approved, as submitted, in a motion by Supervisor Parr, seconded by Supervisor Woerner, and carried.

ENGINEER'S REPORT: Mike Knouse presented a written report of C. S. Davidson, Inc. dated January 3, 2012. Written copies were distributed to Supervisors and Staff (copy in Township files).

Mike Knouse indicated that he had no action items to address.

In a motion by Supervisor Woerner, seconded by Supervisor Parr, and carried, the Board accepted the Engineer's Report as submitted.

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SOLICITOR'S REPORT Solicitor Fenicle thanked the Board for the reappointment of Reager & Adler, PC as Township Solicitor for 2012. He said he had nothing new to report to the Board.

REPORTS: The Chief of Police Report for November, 2011 was approved, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

Kevin Null, Township Manager announced that Officer Craig Snyder received a commendable performance of duty.

The Treasurer's Report for November, 2011 was approved, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

The Code Enforcement Officer's Report for November, 2011, was accepted, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

The Public Works Report for November, 2011 was accepted, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

The Pleasant Hill Fire Company and Ambulance Reports for November, 2011 were accepted, as distributed, in a motion by Supervisor Parr and seconded by Supervisor Gobrecht and carried.

The SEO Report for November, 2011 was approved and accepted, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

The Utilities Supervisor's Report for November, 2011 was accepted, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Gobrecht and carried.

The EMA Activity Report for November, 2011 was approved and accepted, as distributed, in a motion by Supervisor Parr and seconded by Supervisor Gobrecht and carried.

MANAGER'S REPORT: Kevin Null, Township Manager reviewed the Manager's report as submitted to the Board.

In a motion by Supervisor Parr, seconded by Supervisor Gobrecht, and carried the Managers Report for November, 2011 was accepted, as distributed.

OLD BUSINESS: There was no Old Business to discuss.

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NEW BUSINESS:

- (A). Appointment to Planning Commission- Jay Weisensale-4 year term.

In a motion by Supervisor Woerner, seconded by Supervisor Parr, and carried the Board appointed Jay Weisensale to a 4-year term as a member of the Planning Commission.

SUBDIVISION PLANS:

(A) **EXTENSION REQUESTS PER DEVELOPER LETTERS:**

1. Orchard Estates-Gobrecht, 58-lot Preliminary
2. Homestead Acres, J.A. Myers, 134-lot Preliminary
3. Homestead Acres, J.A. Myers, 366-lot Preliminary
4. Benrus Stambaugh II, et al 1-lot Land Development Plan

In a motion by Supervisor Woerner, seconded by Supervisor Parr and carried, the Board granted the 90 day extension requests for the following plans: Orchard Estates-Gobrecht, 58-lot Preliminary, Homestead Acres, J.A. Myers, 134-lot Preliminary, Homestead Acres, 366-lot Preliminary, and Benrus Stambaugh II, et al 1-lot Land Development Plan

(B) **ALL TO BE TABLED:**

Joshua Hill Farm, 124-lot Preliminary, The Warner Farm, 15-lot Preliminary, Orchard Estates-Gobrecht, 58-lot Preliminary, Preserve at Codorus Creek IV (Marlee Hill), 79-lot Preliminary, Wyndsong Pointe-Phase II, 15-lot Final, Fuhrman Mill Heights, 1-lot, 34- units-Final Plan, Fox Run Village, 25-lot Final, Steeple Chase, 12-lot Final, Community Banks, Land Development Plan, 1-Lot, Homestead Acres, J.A. Myers, 134-lot Preliminary, Benrus Stambaugh et al, Land Development Plan, Homestead Acres, 366-lot Preliminary, Reservoir Heights – Phase 2 – Section 2 – 28-Lot Final Subdivision Plan.

In a motion by Supervisor Woerner and seconded by Supervisor Williams, the Board tabled all the following plans: Joshua Hill Farm, 124-lot Preliminary, The Warner Farm, 15-lot Preliminary, Orchard Estates-Gobrecht, 58-lot Preliminary, Preserve at Codorus Creek IV (Marlee Hill), 79-lot Preliminary, Wyndsong Pointe-Phase II, 15-lot Final, Fuhrman Mill Heights, 1-lot, 34-units-Final Plan, Fox Run Village, 25-lot Final, Steeple Chase, 12-lot Final, Community Banks, Land Development Plan, 1-lot, Homestead Acres, J.A. Myers, 134-lot Preliminary, Benrus Stambaugh et al, Land Development Plan, Homestead Acres, 366-lot Preliminary, Reservoir Heights – Phase 2 – Section 2 28-Lot Final Subdivision Plan. Motion carried.

SUPERVISORS AND/OR PUBLIC COMMENTS: There were no comments.

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NEXT SCHEDULED MEETINGS: Next Scheduled Meetings: Supervisors Work Session – Tuesday, January 17, 2012 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Thursday, February 2, 2012 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: The Meeting was adjourned at 6:45 p.m. in a motion by Supervisor Gobrecht, seconded by Supervisor Parr and carried.

Respectfully submitted,

Laura Gately
Acting Secretary