

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS
2013 RE-ORGANIZATION MEETING
MONDAY, JANUARY 7, 2013 – 6:00 PM

The 2013 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.

NOMINATE AND ELECT

A. Chairman of the Board

Supervisor Woerner nominated himself as Chairman of the Board, seconded by Supervisor Staaf. In a 3-2 roll call votes of the Supervisors the motion to appoint Supervisor Woerner as Chairman of the Board, the motion failed.

Supervisor Parr made a motion to nominate Supervisor Hartlaub as Chairman of the Board, and it was seconded by Supervisor Gobrecht. In a 4-1 roll call vote of the Supervisors the motion to appoint Supervisor Hartlaub as Chairman of the Board, the motion passed.

B. Vice-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 Parr. In a unanimous roll call vote of members present, the Board nominated Supervisor Gobrecht 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 Staaf and seconded by Supervisor Gobrecht, and carried.

2013 RE-ORGANIZATION APPOINTMENTS

C. Reappoint Township Manager - Kevin Null;

Motion by Supervisor Gobrecht, seconded by Supervisor Staaf. *The motion passed.*

D. Appoint Secretary - Laura Gately; Assistant Secretary Nancy Smith;

Motion by Supervisor Gobrecht, seconded by Supervisor Staaf. *The motion passed.*

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E. Reappoint Treasurer - Beverly Weaver; Assistant Treasurer Nancy Smith;

Motion by Supervisor Parr, seconded by Supervisor Woerner. *The motion passed.*

F. Reappoint Chief of Police - Tim Hippensteel

Motion by Supervisor Woerner, seconded by Supervisor Staff. *The motion passed.*

G. Reappoint Roadmaster - Jeff Rummel.

Motion by Supervisor Gobrecht, seconded by Supervisor Staaf. *The motion passed.*

RE-APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES FOR 2013

H. Solicitor - Reager & Adler, PC;

Motion by Supervisor Parr, seconded by Supervisor Staff. *The motion passed.*

I. Engineer - C.S. Davidson;

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

J. Auditors - Stambaugh-Ness

Motion by Supervisor Woerner, seconded by Supervisor Staff. *The motion passed.*

K. Zoning Hearing Board Solicitor - Joseph Kalasnik, PC;

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

L. Sewage Enforcement Officer - Group Hanover;

Motion by Supervisor Parr, seconded by Supervisor Woerner. *The motion passed.*

M. Building Inspections - Middle Department Inspection Agency

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

APPOINTMENTS OF 2013

N. Zoning Officer; Kevin Null

Motion by Supervisor Gobrecht, seconded by Supervisor Parr. *The motion passed.*

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- O. Code Enforcement Officer; Heather Bair

Motion by Supervisor Parr, seconded by Supervisor Woerner. *The motion passed.*

- P. Vacancy Board Chairman; Cindy Lee

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

- Q. Chief Administrative Officer of Pension Plan; Harold Hartlaub

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

- R. Supervisors as Township employees and equipment operators;

Motion by Supervisor Gobrecht, seconded by Supervisor Staff. *The motion passed.*

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

Motion by Supervisor Woerner, seconded by Supervisor Staaf. *The motion passed.*

- T. Renew all existing Ordinances and Resolutions;

Motion by Supervisor Parr, seconded by Supervisor Woerner. *The motion passed.*

- U. Establish the dates and time for Board of Supervisors Meetings
-Regular Meeting first Thursday of the month at 7:00 P.M.
Caucus at 6:00 PM;
-Work Session the 3rd Tuesday of the month at 7:00 P.M.
Caucus at 6:00 P.M.

Motion by Supervisor Staaf, except the July meeting which will be held on Wednesday, July 3, 2013 at 7:00 p.m. with a Supervisors Caucus same day at 6:00 p.m. seconded by Supervisor Parr. *The motion passed.*

- V. Establish the mileage reimbursement rate at the prevailing IRS rate;

Motion by Supervisor Parr seconded by Supervisor Woerner. *The motion passed.*

- W. Establish the Treasurer and Secretary's bonds at \$1.5 million dollars;

Motion by Supervisor Parr, seconded by Supervisor Gobrecht. *The motion passed.*

- X. Adopt the Fee Schedule for Services and Permits and Sewer Rates (Resolution # 2013-01)

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Resolution # 2013-01 was adopted in a motion by Supervisor Parr, seconded by Supervisor Staaf and by a unanimous roll call vote, the Board adopted Resolution # 2013-01 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 - DECEMBER, 2012: The Disbursements for the Month of December, 2012, from all Funds, were approved as listed in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht, and carried.

APPROVAL OF MINUTES - The Minutes of the Special Meeting of December 13, 2012 and the Work Session Meeting of December 18, 2012: were approved, as submitted, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht, and carried.

ENGINEER'S REPORT: Mike Knouse presented a written report of C. S. Davidson, Inc. dated January 7, 2013. Written copies were distributed to Supervisors and Staff (copy in Township files). He thanked the Board for the reappointment of C.S.Davidson as Township Engineer for 2013.

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

SOLICITOR'S REPORT: Solicitor Fenicle thanked the Board for the reappointment of Reager & Adler, PC as Township Solicitor for 2013. He said he had nothing new to report to the Board.

DEPARTMENT REPORTS FOR NOVEMBER, 2013:

- A. Chief of Police, Monthly Activity Report
- B. Treasurer's Report
- C. Code Enforcement Officer Report
- D. Public Works Report
- E. Pleasant Hill Volunteer Fire Company/EMS Report
- F. SEO Report
- G. Utilities Supervisor's Report
- H. EMA Report

In a motion by Supervisor Parr, and seconded by Supervisor Gobrecht, and carried the Board approved the Department Reports for November 2013.

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

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In a motion by Supervisor Staaf, seconded by Supervisor Gobrecht, and carried the Managers Report for November, 2012 was accepted, as distributed.

OLD BUSINESS: There was no Old Business to discuss.

NEW BUSINESS:

A. Appointment to Planning Commission

- Jim Myers – 4 year term

In a motion by a unanimous roll call vote, Supervisor Gobrecht, seconded by Supervisor Parr, the Board Adopted Resolution 2013-02, and appointed Jim Myers to a 4-year term as a member of the Planning Commission.

- Darrell Raubenstine – 4 year term

In a motion by a 4-1 roll call vote, Supervisor Gobrecht, seconded by Supervisor Woerner, the Board Adopted Resolution 2013-02, and appointed Darrell Raubenstine to a 4-year term as a member of the Planning Commission.

B. Appointment to Zoning Hearing Board

- Jeff Garvick – 4 year term

In a motion by a unanimous roll call vote, Supervisor Gobrecht, seconded by Supervisor Parr, the Board Adopted Resolution 2013-03, and appointed Jeff Garvick to a 3-year term as a member of the Zoning hearing Board.

C. Adopt Rec. Park Field Usage Policy

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht, the Board of Supervisors adopted the Rec. Park Field Usage Policy. *The motion carried.*

D. PHVFC/Township EMT Agreement

In a motion by Supervisor Woerner, seconded by Supervisor Staaf, the Board of Supervisors adopted the Pleasant Hill Volunteer Fire Company/West Manheim Township EMT Agreement. *The motion carried.*

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

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In a motion by Supervisor Parr, seconded by Supervisor Staaf, 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. *The motion carried.*

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, James Horak & Donald Yorlets Partnership, 7 - Lot Preliminary 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, James Horak & Donald Yorlets Partnership, 7 - Lot Preliminary Subdivision Plan. *The motion carried.*

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

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Tuesday, January 15, 2013 at 7:00 P.M. with Supervisors Caucus at 6:00 P.M.; Board of Supervisors Meeting Thursday, February 7, 2013 at 7:00 P.M. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: The Meeting was adjourned at 6:50 p.m. in a motion by Supervisor Gobrecht, seconded by Supervisor Staaf and carried.

Respectfully submitted,

Laura Gately
Secretary