

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

TUESDAY, OCTOBER 16, 2012 - 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, Staaf, and Gobrecht. Supervisor Parr was absent. Also present were Solicitor Linus Fenicle, Mike Knouse from C. S. Davidson, Inc. and Manager Kevin Null.

Supervisor Hartlaub mentioned that an executive session was held prior to the start of the Work Session Meeting to discuss personnel issues.

VISITORS: Visitors register attached.

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

Supervisor Woerner would like to discuss first the 2012 Street Improvements – Steward & Tate Application for Payment item before they review the 2013 Budget discussion agenda item.

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of October 4, 2012 were approved, as submitted, in a motion by Supervisor Woerner, seconded by Supervisor Staaf and carried.

APPROVAL OF DISBURSEMENTS: The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried.

CORRESPONDENCE:

- A. Letter from Hanover Fire Department requesting permission for assistance of Fire and Police and a Lighting Vehicle with crew to assist during the Annual Hanover Halloween Parade on Thursday, October 25, 2012. (Rain Date on Monday, October 29, 2012)

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht, the Board approved the request from Hanover Fire Department for assistance during the Halloween Parade. *The motion carried.*

DISCUSSION ITEMS:

Letter received from Guthrie Memorial Library/Hanover Public Library concerning West Manheim Township's fair share calculation of \$52,943.76. Judy Maust, 109 Hemler Drive, was present on behalf of the Guthrie Memorial Library/Hanover Public Library. She explained the Hanover Library's need for funding.

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Supervisor Hartlaub thanked Judy Maust for meeting with the Board, but due to the funding constraints the Township Board of Supervisors cannot approve the requested fair share contribution amount.

Judy Maust thanked the Board of Supervisors for considering their request.

A. 2013 Budget Review

Kevin Null, Township Manager reviewed the handouts of the draft budget for 2013. He said the process is that the Board will review the draft budget for any changes and/or recommendations. He would like to have the budget ready by the November work session meeting, and have authorization from the Board to advertise and for adoption of the final budget at the December work session meeting. He reviewed the Income line items as provided on the handouts.

Supervisor Woerner asked if Verizon could be contacted about installing another communications tower at the township property. He also said that the line item for community room rentals was included twice.

Kevin Null, Township Manager said he would make the correction and eliminate the line item on page one of the proposed budget. He reviewed the Expenses line items as provided on the handouts.

Supervisor Woerner asked what the line item expense for the website included.

Kevin Null, Township Manager said he wanted to include the expense amount in the proposed budget to redesign the township website just in case, but a redesign of the township website it is not a necessity. The line item could be eliminated from the proposed budget.

Supervisor Woerner said he would prefer to take a look at redesigning the website template with the web designer instead of paying \$12,000.00 over three years to redesign the entire township website.

Kevin Null, Township Manager reviewed the Treasurer line items as provided on the handouts. He said the Chief of Police is requesting a new cruiser to replace the Ford Crown Vic that has 97,000 miles.

Supervisor Woerner asked how much the Ford Crown Vic cruiser was being used.

Kevin Null, Township Manager said it is a marked car that is currently being used by one of the officers. He said the Chief of Police also drives the other department Ford Crown Vic cruiser. The request is to replace the white cruiser that does not have lights and is being used for traffic enforcement. This would allow the car currently driven by the Chief to be given to the officer and the new vehicle would be added to the fleet.

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Supervisor Woerner asked how many vehicles were in the police department.

Kevin Null, Township Manager said there are six vehicles being used by the police department. The vehicle being requested would not be driven by the Chief of Police. He would drive one of the older vehicles and the new vehicle would be added to the fleet.

Supervisor Woerner said he would like to wait another year for a new vehicle for the Police Department.

Kevin Null, Township Manager said he would talk to the Chief of Police and get another recommendation. He reviewed the line item that included the purchase of a new truck for the Roadmaster. After further discussion he said he would look at other pickup options and report back to the Board. He also reviewed the Highway Aid Revenue and Expenses, Rec Park Revenue and Expenses, Sewer Revenue and Expenses line items as provided on the handouts. He said they would review the changes at the first meeting in November.

B. 2012 Street Improvements – Stewart & Tate Application for Payment

Mike Knouse, C.S. Davidson reviewed the following items:

1. Contract 1 – Stewart & Tate, Inc.- Paving
 - a. Contract Change Order No. 1 – Increase - \$108,216.13

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, Supervisor Staaf was opposed; the Board authorized the payment of Contract Change Order No. 1- increase in the amount of \$108,216.13 to Fitz & Smith, Inc.

Supervisor Woerner said he would feel more comfortable if he had a breakdown of the payments for current projects.

2. Contract 1 – Stewart & Tate, Inc.- Surface Treatment
 - b. Application for Payment No. 1 - \$560,525.94

In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried, the Board authorized the payment of Contract No. 1- Surface Treatment - Application for Payment No. 1 in the amount of \$560,525.94 to Fitz & Smith, Inc.

C. Old Playground Equipment at the Township Building

Supervisor Staaf said he would like to address removing the old playground equipment located behind the township building that is a safety issue.

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Kevin Null, Township Manager, said he would like authorization from the Board of Supervisors to remove the playground equipment and turn it in for the use of scrap metal.

In a motion by Supervisor Staaf, seconded by Supervisor Gobrecht, and carried the Board approved the removal of the old playground equipment and turned into scrap.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting - Thursday, November 1, 2012 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Work Session Meeting - Tuesday, November 20, 2012 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

Frank Kadyszewski, Valley View Drive, Hanover.

Stan Werkheiser, 60 Sara Lane, Hanover.

ADJOURNMENT: The Work Session Meeting was adjourned at 8:45 p.m. in a motion by Supervisor Gobrecht, seconded by Supervisor Staaf and carried.

Respectfully submitted,

Laura Gately
Secretary