

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Thursday, September 5, 2013
7:00 p.m.

The Regular 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 Meeting 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, Staaf, Woerner and Gobrecht. Supervisor Parr was absent. Also present were Solicitor Linus Fenicle, Mike Knouse from C. S. Davidson, Inc. and Manager Kevin Null.

VISITORS: Visitors register attached.

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

APPROVAL OF MINUTES: The Minutes of the Work Session of August 20, 2013 were approved as submitted, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

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

Stan Werkheiser, 60 Sara Lane, Hanover, Pa. asked Kevin Null, Township Manager a question about a disbursement line item.

CORRESPONDENCE:

Supervisor Hartlaub noted the following correspondences were received:

- A. Review of the ACT 537 Planning Update - Approval by DEP (Department of Environmental Protection)

Mike Knouse reviewed the correspondence received from DEP (Department of Environmental Protection) approving the Townships ACT 537 Plan.

RECREATION BOARD REPORT:

Chris Gienski, Chair, West Manheim Twp Park and Recreation Board was absent and had nothing new to report.

SOLICITOR'S REPORT: Solicitor Linus Fenicle indicated that he had nothing to report.

ENGINEER'S REPORT: Mike Knouse presented a written report of C. S. Davidson, Inc. dated September 5, 2013. Written copies were distributed to Supervisors and Staff (copy in Township files).

**West Manheim Township Board of Supervisors Meeting
September 5, 2013 (Cont'd)**

ACTION ITEMS:

Mike Knouse, C.S. Davidson reviewed the following action items from staff report:

ACTION ITEMS:

2013 Street Improvements:

Contract 1 – Stewart & Tate, Inc.

Contract Change Order No. 2 (Final) – increase \$1,298.88

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized the payment of Contract No. 1- Change Order No. 2 (Final) - increase in the amount of \$1,298.88 to Stewart & Tate, Inc.

Application for Payment No. 2 (Final) - \$25,134.61

In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried, the Board authorized the payment of Contract No. 1- Application for Payment No. 2 (Final) in the amount of \$25,134.61 to Stewart & Tate, Inc.

Contract 2 – Recon Construction Services, Inc.

Contract Change Order No. 1 (Final) – increase \$1,152.25

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized the payment of Contract No. 2- Change Order No. 1 (Final) - increase in the amount of \$1,152.25 to Recon Construction Services, Inc.

Application for Payment No. 2 - \$14,083.29

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized the payment of Contract No. 2- Application for Payment No. 2 - in the amount of \$14,083.29 to Recon Construction Services, Inc.

Contract 3 – Stewart & Tate, Inc.

Application for Payment No. 2 - \$23,317.31

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized the payment of Contract No. 3- Application for Payment No. 2 - in the amount of \$23,317.31 to Stewart & Tate, Inc.

Contract 4 – Kinsley Construction, Inc.

Contract Change Order No. 1 (Final) – increase \$6,800.27

**West Manheim Township Board of Supervisors Meeting
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In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried, the Board authorized the payment of Contract No. 4- Change Order No. 1 (Final) - increase in the amount of \$6,800.27 to Kinsley Construction, Inc.

Application for Payment No. 1 - \$53,505.25

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board authorized the payment of Contract No. 4- Change Order No. 1 (Final) - in the amount of \$53,505.25 to Kinsley Construction, Inc.

Contract 3 – Stewart & Tate Seal Coat Application:

On July 3, 2013 the Board approved Change Order # 3 to add a Seal Coat Application to Contract # 3. Seal Coat will be applied to Ross Road, from Hobart Road to Musselman and to Musselman Road from Frogtown Road to the existing paved portion.

At the request of our PennDot Municipal Services representative the project was rebid instead of being added to the contract. Bids were solicited from five companies with the lowest bidder being Stewart & Tate for \$16,820.

In a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried, the Board voted to accept the proposal from Stewart & Tate in the amount of \$16,820.

REPORTS: The Chief of Police Report for July, 2013 was approved, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The Treasurer's Report for July, 2013 was approved, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The Code Enforcement Officer's Report for July, 2013 was accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The Public Works Report for July, 2013 was accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The Pleasant Hill Fire Company and Ambulance Reports for July 2013 were accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The SEO Report for July, 2013 was approved and accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The Utilities Supervisor's Report for July, 2013 was accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

The EMA Activity Report for July, 2013 was approved and accepted, as distributed, in a motion by Supervisor Woerner, seconded by Supervisor Gobrecht and carried.

**West Manheim Township Board of Supervisors Meeting
September 5, 2013 (Cont'd)**

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

A. Authorization to hire two (2) part-time EMT’s

In a motion by Supervisor Staaf, seconded by Supervisor Gobrecht and carried, the Board authorized the Township Manager to hire part-time EMT’s Scott Hale and Daniel Naylor.

B. Sacred Heart of Jesus School request for assistance of the Pleasant Hill Volunteer Fire Company’s Fire, Police

In a motion by Supervisor Gobrecht, seconded by Supervisor Woerner and carried, the Board approved the request for assistance of the Pleasant Hill Volunteer Fire Company’s Fire, Police to the Conewago Township Fire Police with traffic control during the Inaugural 5K Chapel Run and Fun Run on Saturday, September 21, 2013 from 7:30 am to 10:00 am.

C. Application to request Emergency Equipment Drivers for the Fire Department

In a motion by Supervisor Staaf, seconded by Supervisor Gobrecht and carried, the Board approved the application requests for Candice Rae Benten and Joseph L. Starner as an Emergency Equipment Driver.

D. Authorization of waiver for Charlie Dolan to work his school volunteer hours in the park and authorization to operate a golf cart on the park property

Kevin Null, Township Manager presented the agreement provided by Chris Gienski that volunteer Charlie Dolan will sign prior to allowing him to use his parent's golf cart in the park to do volunteer work for school volunteer hours.

In a motion by Supervisor Gobrecht, and seconded by Supervisor Woerner and carried, the Board gave authorization for Volunteer Charlie Dolan to operate a golf cart on the Township’s park property in conjunction with cleaning the park picnic tables.

The Manager’s Report for July, 2013 was approved and accepted, as distributed, in a motion by Supervisor Parr, seconded by Supervisor Woerner and carried.

OLD BUSINESS: There was no Old Business to discuss.

NEW BUSINESS:

A. Designate Trick or Treat date and time

In a motion by Supervisor Gobrecht, seconded by Supervisor Staaf, and carried the Board approved Tuesday, October 29, 2013 from 6:00 p.m. till 8:00 p.m. for Trick-or-Treat night in the Township.

**West Manheim Township Board of Supervisors Meeting
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B. St. David's United Church of Christ, 1-Lot Final Plan

Supervisor Hartlaub asked if there was anyone present representing the plan that wished to address the Board. There were no representatives present.

In a motion by Supervisor Woerner, and seconded by Supervisor Gobrecht and carried, the Plan was tabled due to a representative of the project not being present during the meeting; and will be placed on the September 17, 2013 Agenda.

SUBDIVISION PLANS:

A. 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, James Horak & Donald Yorlets Partnership, 7 - Lot Preliminary Subdivision Plan, St. David's United Church of Christ, 1-Lot Final Plan, George Morningstar – 420 Impounding Dam Rd.- 3-Lots - Add On Final Subdivision Plan

In a motion by Supervisor Woerner and seconded by Supervisor Staaf, and carried, 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, James Horak & Donald Yorlets Partnership, 7 - Lot Preliminary Subdivision Plan, St. David's United Church of Christ, 1-Lot Final Plan, George Morningstar – 420 Impounding Dam Rd.- 3-Lots - Add On Final Subdivision Plan

SUPERVISORS AND/OR PUBLIC COMMENTS:

Supervisor Hartlaub asked if there were any visitors present that wished to address the Board.

Dave Barber, Kenlee Circle, Hanover, Pa. asked Mike Knouse, Township Engineer some questions about the correspondence received regarding the Review of the ACT 537 Planning Update – Approved by DEP (Department of Environmental Protection).

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Tuesday, September 17, 2013 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Thursday, October 3, 2013 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

***West Manheim Township Board of Supervisors Meeting
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ADJOURNMENT: The Regular Meeting was adjourned at 7:45 p.m. in a motion by Supervisor Gobrecht, seconded by Supervisor Staaf and carried.

Respectfully submitted,

Laura Gately
Secretary