

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Thursday, September 4, 2014
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 Woerner at 7:00 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Woerner, Staaf, Hartlaub, Blettner and Ault. Also present were Solicitor Linus Fenicle, Christopher Toms from C. S. Davidson, Inc. and Manager Kevin Null.

VISITORS: Visitors register attached.

APPROVAL OF AGENDA: The Agenda was approved, in motion by Supervisors Staaf , seconded by Supervisor Blettner and carried.

APPROVAL OF MINUTES: The Minutes of the Regular Meeting of Thursday, August 7, 2014 and the Work Session Meeting of Tuesday, August 19, 2014, were approved as submitted, in a motion by Supervisor Staaf, seconded by Supervisor Hartlaub and carried.

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

CORRESPONDENCE: Chairman Woerner noted that there were no correspondences.

REC. BOARD REPORT: Christine Gienski, Chair, West Manheim Twp Park and Recreation Board was not present, so no report given.

SOLICITOR'S REPORT: Solicitor Linus Fenicle informed the Board that the Public Hearing has been scheduled; advertised and letter sent out to all property owners. It is ready for the first meeting in October.

ENGINEER'S REPORT: Christopher Toms, Township engineer, made a recommendation that the Public Improvement Security bond could be reduced to \$9,361.00. The only items that remain in the project are some sidewalks and trees to install. He recommended that action be-taken on the security reduction.

Supervisor Staaf made a motion to approve the Security Reduction, seconded by Supervisors Ault. Motion carried.

The Township engineer also recommended the Board to advertise for seal coating bids of roads to repair shoulders. There was a discussion on the need for seal coating, how they decided what roads needed to be seal coated again, shifting part of Glenville Road work to include Mt. Ventus, the length of roadwork would be the same that would have been done on the Glenville Road. Supervisor Ault asked about the warranty from Stewart & Tate. Christopher Toms informed the Board that the warranty expired in 2013.

Since there is a small window of time to get this project done, there will be a Special Meeting held in order to award the winning bid. This special meeting will be in the advertisement for the seal bids. Chris will inform office staff when the Special Meeting will take place.

Chairman Woerner outlined the roads in need of seal coating are Hobart Road to Lily Springs Road, Sherman's Church Road to Glenville Road on Hobart Road, Raubenstine Road, Grand Valley Road to the Township line, Impounding Dam Road from Tollgate to Deer Road and Frogtown Road - Furhman Mill Road to Musselman. In

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order to get the seal coating completed before winter, a Special Meeting will need to take place to take action on this project.

A motion to advertise for bids was made by Supervisor Staaf, seconded by Supervisor Ault and carried.

REPORTS: The Monthly Budget Review and Treasurer's Report for July 2014 was approved, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Chief of Police Report for July, 2014 was approved, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Code Enforcement Officer's Report for July, 2014 was accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Public Works Report for July, 2014 was accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Pleasant Hill Fire Company and Ambulance Reports for July, 2014 were accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The SEO Report for July, 2014 was approved and accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Utilities Supervisor's Report for July, 2014 was accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The EMA Activity Report for July, 2014 was approved and accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

The Community Room Report for July, 2014 was approved and accepted, as distributed, in a motion by Supervisor Blettner, seconded by Supervisor Ault and carried.

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

Kevin Null, Township Manager reported Public Works would start crack sealing the week of September 22. Fall brush cleanup is tentatively scheduled for the weeks of October 13 thru 17 and October 20 thru 24. Leaf pickup is tentatively scheduled to begin October 27, depending on the weather. Notices will be going out to the residents.

Kevin Null, Township Manager, reported that the Rec. Park Board has received a request from a vendor to operate a food truck at the Rec. Park this fall. The truck is properly licensed and approved.

Supervisor Staaf made a motion to allow licensed food trucks for the rest of the season, with re-visiting this next year, seconded by Supervisor Ault and carried.

The Township has received several inquiries concerning the date of Trick or Treat in the Township. Halloween falls on Friday, October 31, 2014. Last year Trick or Treat was held on Halloween. After some discussion, it was decided to allow Trick or Treat to be held on the same night as that of Hanover Borough and Penn Township.

In a motion by Supervisor Ault, Trick or Treat night will be Tuesday, October 28, 2014, from 6-8 p.m., seconded by Supervisor Staaf motion carried.

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Kevin Null, Township Manager reported that they have been conducting interviews for hiring a new officer. He asks to hire a second new officer since it would have minimal impact on this year's budget.

Supervisor Staaf made a motion to hire a second full-time police officer, seconded by Supervisor Ault and motion carried. This is contingent upon the candidate passing all background checks.

Kevin Null, Township Manager, presented the proposed schedule for review and adoption of the 2015 Budget.

Supervisor Hartlaub inquired about the donation to the Library. He notice that the Township has not sent out the donation. Manager Null said that he had not seen any letter requesting the donation. This item will be added to the Work Session Agenda.

The Manager's Report for August 2014 was approved and accepted, as distributed, in a motion by Supervisor Ault, seconded by Supervisor Hartlaub and carried.

OLD BUSINESS:

A. Discussion of a compressor for the Public Works Department

The Board decided to remove this item from the Agenda.

NEW BUSINESS:

A. South Pointe Phase III Parcel IIB –Dedication of Street – Louvain Drive

Final paving and repairs to damages that occurred after paving has been completed.

The Developer is requesting that the Board accept the Deed of Dedication. We have reviewed the legal description and find it acceptable. Recommend adoption of Louvain Drive.

1. Resolution No. #2014-10 Deed of Dedication-Street – Louvain Drive

In a motion by Supervisor Staaf seconded by Supervisor Blettner and a unanimous roll call vote, the Board authorized to adopt as a public street on the record accepting the Deed of Dedication.

B. Christian Drive Stormwater Repair and Replacement Review and Approval of Contracts

Bids were opened on September 4, 2014, with three (3) bids received; Clear View Excavation, Inc., Farhat Excavating, Inc., and Shiloh Paving & Excavating, Inc. The apparent low bidder is Clear View Excavation, Inc. at \$103,595.00.

Recommend awarding contract to the apparent low bidder, Clear View Excavations, Inc. on the condition the contractors qualifications are verified.

In a motion by Supervisor Blettner seconded by Supervisor Hartlaub to accept the low bid by Clear View Excavation, Inc. contingent upon them being a responsible bidder by the Township Engineer in the amount of \$103,595.00 and motion carried.

C. Resignation of Township Secretary and Appointment of Acting Township Secretary

Laura Gately has accepted another position and submitted her resignation effective September 5, 2014.

Recommend to appoint Miriam Clapper as “Acting Secretary”.

A motion from Supervisor Hartlaub, seconded by Supervisor Blettner to accept the resignation of Laura Gately and appoint Miriam Clapper as Acting Township Secretary and carried.

SUBDIVISIONS PLANS

A. Church of Christ of Hanover 2 Lots – Final Subdivision Plan – 1560 Wanda Drive – Request for Approval of Final Subdivision Plan

Andy Boyer representing the Church of Christ of Hanover requested approval of the Final Subdivision Plans for the 2 Lot Subdivision located at 1569 Wanda Drive. The Planning Commission has reviewed and recommended approval of the plans.

A motion to approve the Final Subdivision Plan for the Church of Christ of Hanover was made by Supervisor Ault, seconded by Supervisor Ault, motion carried.

D. **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, Ron & Sheila Carter – Maryland View Farms – Glenville Rd - Lot #4 – 2-Lot Add-On

In a motion by Supervisor Ault and seconded by Supervisor Staaf, 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, Ron & Sheila Carter – Maryland View Farms – Glenville Rd Lot #4 -2-Lot Add-On. *The motion carried.*

SUPERVISORS AND/OR PUBLIC COMMENTS:

Jason Menges, 35 St. Georgia Drive approached the Board about pan handlers at the intersection of Baltimore Pike and Brunswick Drive. Currently there is no state or local law(s) that would prevent these person(s) from standing on public property with a sign requesting money.

The Board directed the Township Solicitor to look into this issue and what if anything can be done.

PUBLIC MEETING: Thursday, October 2, 2014 at 6:30 p.m. for the purpose of the consideration of an ordinance amending the Zoning Ordinance 07-2009, as amended by Ordinances 02-2010. The Board of Supervisors will also consider adopting the Ordinance at their regularly scheduled meeting following the public hearing. The Board of Supervisors Caucus Meeting for October 2, 2014 is scheduled for 5:30 p.m. at the Township Building.

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NEXT SCHEDULED MEETINGS: Supervisors Work Session – Tuesday, September 16, 2014 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Thursday, October 2, 2014 at 7:00 p.m. with Supervisors Caucus at 5:30 p.m.

ADJOURNMENT: The Regular Meeting was adjourned at 8:20 p.m. in a motion by Supervisor Ault, seconded by Supervisor Staaf and carried.

Respectfully submitted,

Miriam Clapper
Acting Secretary