

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Tuesday, July 21, 2015 - 7:00 p.m.

Chairman Hartlaub called the Work Session to Order at 7:00 p.m., followed by the Pledge to the Flag and Invocation by Supervisor Woerner.

ROLL CALL: Present were Supervisors, Ault, Blettner, Hartlaub, Staaf and Woerner. Also, present, Jeff Garvick, acting Township Manager and Christopher Toms from C. S. Davidson, Inc. Township Engineer. Linus Fenicle, Township Solicitor was not present.

At this point in the meeting, Chairman Hartlaub informed audience members they held an Executive Session prior to the meeting to discuss personnel issues.

VISITORS: Visitors register attached.

APPROVAL OF AGENDA: Supervisor Blettner made a motion to approve the Agenda with the addition of 9 A. *1 Resignation of Jeff Garvick from the Zoning Hearing Board and 9 D .1 Pay Raise for a Township Employee*, seconded by Supervisor Woerner. Motion carried.

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Regular Board of Supervisors Meeting of Thursday, July 2, 2015, seconded by Supervisor Staaf. Motion carried.

CORRESPONDENCE:

There were no correspondences received.

APPROVAL OF DISBURSEMENTS:

Supervisor Woerner made a motion to approve the Disbursements of all Funds, as listed, seconded by Supervisor Blettner. Motion carried

DISCUSSION ITEMS:

A. Resignation of Township Manager

Chairman Hartlaub informed those present that the Township received a Letter of Resignation from the previous manager. He asked for a motion with regrets to accept the letter.

Supervisor Staaf made a motion with regrets to accept the Letter of Resignation from Kevin Null, previous township manager, with an effected date of Friday, July 17, 2015, seconded by Supervisor Woerner. Motion carried

A1. Resignation of Jeff Garvick from the Zoning Hearing Board

Chairman Hartlaub informed those present that the Township received a Letter of Resignation from Jeff Garvick from the Zoning Hearing Board

Supervisor Staaf made a motion to accept Mr. Garvick Letter of Resignation (copy on file n township office) dated July 21, 2015, effective immediately, seconded by Supervisor Ault. Motion carried.

B. & C. Appointment of Acting Township Manager and Acting Zoning Officer

Chairman Hartlaub asked for a motion to appoint Jeff Garvick as Acting Township Manager.

Supervisor Ault made a motion to appoint Jeff Garvick as Acting Township Manager and Acting Zoning Officer for the agreed amount per the terms as stated in his agreement letter (copy on file in township office), which states *will commit to working 20 hours per week at the rate of \$45.00 per hour. This includes attendance at the Board of Supervisors' meetings, work sessions, Planning Commission meetings and Zoning Hearing Board meetings, if necessary*, seconded by Supervisor Staaf. Motion carried.

D. Request to Make Improvements to the Mary Warner Ball field

Chris Gienski, Chair West Manheim Township Park & Rec Board, thanked the Board for fitting her in this evening. She explained that Mike Resetar from South West York Baseball was here to request making improvements to the Mary Warner Ball Field. She pointed out that they should have received drawings of where the placements of the improvements were to be and the outline of what the South West York Baseball would like to do.

Mike Resetar approached the Board and explained his organization would like to construct dual-pitching bullpen and two batting cages. He explained where the batting cages and the bullpen would be located. He explained that South West York would pay for the construction and maintenance of the facilities. He believes the timeline would have all of this accomplished by fall. They need to hold fundraisers to generate the funds needed for this project. They believe somewhere in the range of \$5,000 to \$7,000.

Chairman Hartlaub questioned the construction of the batting cage out of 2 by 4's. Mr. Resetar explained it would be made of steel framing and netting.

Supervisor Staaf questioned who would be responsible for the maintenance and upkeep. Mr. Resetar informed the Board South West York Baseball would be responsible.

Supervisor Woerner would like South West York Baseball to provide something in writing stating that South West Baseball would be responsible for absorbing all cost for maintenance and upkeep of the facilities. The Township would require this documentation as part of the approval of this project.

Supervisor Woerner made a motion to approve the request from South West York Baseball to construct dual-pitching bullpen and two batting cages on the condition that they provide documentation stating that South West Baseball is responsible for absorbing all cost for maintenance and upkeep of the facilities seconded by Supervisor Ault. Motion carried.

Chris also informed the Board that she and Chris Toms, township engineer would be meeting on August 6, to discuss the placement of the new pavilion and walk the area for the accessibility trail.

She asked if there was any money from recreation fees. A brief discussion took place on whom and when the recreation fees are paid.

She continued to review her report to the Board (copy on file in Township office).

Supervisor Blettner made a motion to accept the Recreation Board's report, seconded by Supervisors Ault. Motion carried

D1. Pay Raise for a Township Employee

At this point in the meeting, Chairman Hartlaub reminded those present that they held an Executive Session and out of that session, Brandon Martz a member of the Township's road crew would receive a dollar per hour raise starting with his next paycheck. Chairman Hartlaub asked for a motion to approve the raise.

Supervisor Blettner made a motion to approve the raise of a dollar per hour for Brandon Martz starting with his next paycheck, seconded by Supervisor Staaf. Motion carried.

E. Waiver Request for Tollgate Rd. & Baltimore Pike Property Subdivision Plan

Jack Powell, PE, Inc. was present on behalf of developers Mr. James Horak and Mr. Donald Yorlets, to discuss each waiver request. A discussion took place on waivers request a – c as a group with the following action taken:

a. Waiver from SALDO §504. Street Design Criteria, B.9 Existing Streets – a waiver to forego any street improvements along Baltimore Pike and Tollgate Road since these streets meet current right-of-way and cart way widths. **TABLED**

b. Waiver from SALDO §512. Sidewalks A - Providing Sidewalks – a waiver from installing sidewalk and instead the placement of the following note on the Plan in accordance with “*if the Supervisors feel that sidewalks, and/or curbing in accordance with Section 513, are not required at this time then the following language shall be provided on the final plans.*” “*Concrete curbs, sidewalks, and street widening shall be installed in accordance with the West Manheim Township Construction and Materials Specifications by the owner, heirs, or assigns, within six months after receipt of written notice from West Manheim Township.*” **TABLED**

c. Waiver SALDO §513 Curbing A - Providing Curbing – a waiver from installing curbing and instead the placement of the following not on the Plan in accordance with “*if the Supervisors feel that sidewalks, and/or curbing in accordance with Section 513, are not required at this time then the following language shall be provided on the final plans.*” “*Concrete curbs, sidewalks, and street widening shall be installed in accordance with the West Manheim Township Construction and Materials Specifications by the owner, heirs, or assigns, within six months after receipt of written notice from West Manheim Township.*” **TABLED**

Supervisor Staaf made a motion to table waivers a – c, seconded by Supervisor Blettner. Motion carried

d. Waiver from SALDO §514. Grading, B.10.c Fill Placement – a waiver to place fills over 1’ located within 10’ of an existing property line.

Supervisor Ault made a motion to grant the waiver request from SALDO §514. Grading, B.10.c Fill Placement, seconded by Supervisor Staaf. **Motion carried.**

e. Waiver from SALDO §523 Landscape Plan Requirement, E.2 - Detached residential development – a waiver from the required major deciduous tree planting requirements.

Supervisor Ault made a motion to grant the waiver request from SALDO §523 Landscape Plan Requirements, E.2 Detached residential development as per the drawing LS1 – within 100 feet of the right-of-way line, seconded by Supervisor Blettner. **Motion carried.**

f. Waiver from SALDO §523. Landscape Plan Requirements, F.1 Screening, Buffering and Fencing Standards – a waiver from providing screening, buffering and fencing on the Commercial parcel at this time.

Supervisor Ault made a motion to grant the waiver request from SALDO §523, Landscape Plan Requirements, F.1 Screening, buffering and fencing, seconded by Supervisor Woerner. **Motion carried.**

g. Waiver from SALDO §524. Lighting Requirements and Design Standards, C.1.a - Community lighting system – Instead of full compliance with “*A community lighting system shall be installed in proposed land developments. Light posts shall be located along one side of the street and all intersections in the development, and shall be utilized to upgrade any existing intersections.*”, a waiver to allow the street lighting along Tollgate Road to be accomplished via individual house yard lamp post and the current pole-mounted street lights along Baltimore Pike will provide illumination along that area.

Supervisor Blettner made a motion to grant the waiver request from SALDO §524 Lighting Requirements and Design Standards, C.1, seconded by Supervisor Staaf. **Motion carried.**

h. SWM §309. Calculation Methodology, c.1.g. Design Standards – Detention and Retention Basins – a waiver from providing fencing.

Supervisor Ault made a motion to grant the waiver request from SWM §309. Calculation Methodology, C.1.g. Design Standards – Detention and Retention, seconded by Supervisor Blettner. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

Steve Mullen ASFCME, Council Director for District Council #89 introduced himself to the Board and explained he will be representing the Township employees. He explained that the Bureau of Mediation should be contacting the Acting Township Manager within the new few weeks.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting - August 6 2015 at 7:00 p.m. The Supervisors Caucus will start at 6:00 p.m. Work Session Meeting – Tuesday, August 18, 2015 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor Ault made a motion to adjourn the meeting at 7:15 p.m., seconded by Supervisor Staaf. Motion carried.

Respectfully submitted,

Miriam E. Clapper
Secretary