

**WEST MANHEIM TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**

Regular Meeting

Thursday, January 19, 2016  
7:00 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on January 19, 2016 at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Meeting to Order at 7:00 p.m., followed by the Pledge to the Flag and Invocation by Supervisor Ault.

ROLL CALL: Present were Supervisors Ault, Blettner, DeGennaro, Hartlaub, and Staaf. Also present were, Solicitor Linus Fenicle, Township Engineer Chris Toms and Manager Marc Woerner.

PUBLIC COMMENTS: Supervisor Hartlaub asked all present if anyone wanted to address the Board and received no answer.

Chairman Hartlaub informed those present the Board held an executive session following the Re-Organizational and Work Session held on January 4, 2016 and with the Pleasant Hill Fire Department on January 14, 2016 to discuss personnel issues.

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Re-Organizational Meeting and Work Session on Monday, January 4, 2016, as corrected, seconded by Supervisor Staaf. Motion carried.

APPROVAL OF DISBURSEMENTS: Supervisor Staaf made a motion to approve the Disbursements of all Funds (as listed), seconded by Supervisor Blettner. Motion carried.

CORRESPONDENCE: Chairman Hartlaub noted the Board received a thank you letter from C. S. Davidson for their reappointment as the Township engineering firm.

REC. BOARD REPORT: Christine Gienski, Chair, West Manheim Township Park & Recreation gave an overview of her report (copy on file). She informed the Board that she has been in discussion with Corbin Pfaff about the benches he is building. They want the benches to be moveable but not steal-able. If they secure the benches to prevent stealing or blowing around, it makes mowing difficult around them. All suggestions are welcome.

After giving her report, Supervisor Staaf asked about the change in the design of the disability trail. She explained the locations of some of the trees did not allow asphalt equipment to get around the trees. Instead of removing the trees, they changed the trail design.

Chris Toms also informed the Board that he has spoken with the DCNR since revising the plan. The new project estimates came in under the grant amount. DCNR has requested the project be reviewed to see if any additional work can be added.

SOLICITOR REPORT: Solicitor Linus Fenicle had nothing to report.

ENGINEER REPORT: Christopher Toms, C. S. Davidson, gave an overview of his report (copy on file).

Chris also brought before the Board the issue of the Township's tapping fee. He explained the Township had not updated the tapping fee since the Township had originally put the sewer lines in. They are the fees that developers pay when connecting to the sewer lines. He explained those monies could go towards

future capital improvements. Therefore, as the Township's pump stations age, the Township would have the funds to make any necessary improvements.

He explained that before the Township could alter the fees, they would need to run the Township's financial numbers through the mandated calculation that are in the Authorities Act. He explained C. S. Davidson offers such service to the Township at an additional cost, but since it was done once before all they need to do is rework the numbers, compare them against current census numbers, and then provide an update. What comes out of that is what is the maximum the Township is legally allowed to charge for connection fees. Recognizing that in the ten years or so, the Township will be looking at doing some capital improvements as some of the Township's pump station age the Township might want to increase the fees.

Supervisor Blettner made a motion authorizing C. S. Davidson to do a tapping fee update with C.S. Davidson fees to do the study not to exceed \$1,200.00, seconded by Supervisor Staaf. Motion carried.

**REPORTS:**

1. Monthly Budget Review – Treasurer's Report - December 2015
2. Chief of Police, Monthly Activity Report – December 2015
3. Public Works Report – December 2015
4. Pleasant Hill Volunteer Fire Co.-EMS Reports – December 2015
5. EMA Report – December 2015

Supervisor Ault made a motion to accept Reports 1 – 5, seconded by Supervisor Staaf. Motion carried.

MANAGER REPORT: Manager Marc Woerner had nothing to add to his submitted report (copy in Township file).

**OLD BUSINESS:**

A. Recreation Park Pavilion Update

Marc Woerner, Manager, reminded the Board that they had previously requested quotes for the new pavilion at the recreation park. He asked for a motion to award Distinctive Design for \$17, 450. He reminded the Board that the funds for the pavilion are coming from a grant from the Warehime Foundation.

Supervisor Ault made a motion to award Distinctive Design the bid for the rec park pavilion for \$17, 450.00, seconded by Supervisor DeGennaro. Motion carried.

B. Zoning/SALDO Ordinance Amendments

No action taken at this time.

C. Lutheran Social Services – Sidewalks Report – Chris Toms

Chris informed the Board they are progressing with their permit applications.

**NEW BUSINESS:**

A. Bond Issue – Mike Lillys

Mike Lilly of RBC Capital Markets came before the Board to discuss the Township Bond issue. The last time Mr. Lilly came before the Board was 2013 to discuss the 2008 Bond. He was here at this meeting to discuss refunding opportunities for refinancing of the 2010 Bonds.

After his review, he presented a sample-financing timetable. The next step in the financing of the Bond will be the Supervisors to authorize a financing team to proceed with refunding. This needs to take place at the February 4 work session if the Board chooses to refinance the 2010 Bond.

B. Street Light – Eastwood Street and Westwood Street

Marc Woerner, Manager, reminded the Board that the Homeowners' Association of had asked the Supervisors to place streetlight at the entrance to Westwood. He reported that he had finally received information from Met-Ed. He explained Met-Ed's designer looked at the location and has two options. The first option he recommended placing the light on each pole as per the original request, the cost for that would be \$1,082.24 plus the monthly electricity costs. The second option is to add a new light pole to the median at the entrance at a cost of \$1, 716.37 plus the monthly electricity costs.

Steven Harmon came before the Board to express his frustration with Met-Ed and that putting the streetlight in the medium is impossible due to setbacks and appearance. He explained that placing the lights on the existing poles would do very little to aluminate the entrance, due to where the existing poles are located. Mr. Harmon did not feel either proposal would work.

Marc Woerner, Manager, explained after reviewing what the entrance looks like in the dark and with some of the situation that Mr. Harmon had mentioned in the past. Marc suggested placing 2 more makers in each median having 4 markers in each median. He also suggested adding reflected painting to the curbing.

Mr. Harmon is willing to try this solution, but still expressed his frustration with Met-Ed.

C. Delegate to attend the Inter-Municipal Bid Opening Wednesday, February 3, 2016

Supervisor DeGennaro made a motion for Jim Staaf as a delegate to attend the Inter-Municipal Bid Opening Wednesday, February 3, 2016, seconded by Supervisor Ault. Motion carried.

D. Voting Delegate for the PSATS Convention April 17-20, 2016

Supervisor DeGennaro made a motion for Jim Staaf to be the voting delegate for the PSATS Convention April 17-20, 2016, seconded by Supervisor, Ault. Motion carried.

E. Springvale – Security Estimate Increase

Chris Toms reviewed both Springvale and Marburg Pointe – Phase 2 at the same time. He explained that Burkentine & Sons has submitted a request for a security reduction for Marburg Pointe, Phase 2. Chris explained they have completed some incidental work since paving so he recommends setting the security for the work that is remaining plus 10 percent of the amount. He went on explaining that when speaking to the Developer he wanted to review their other outstanding securities that they had with the Township to bring them current.

The other project is Springvale. He explained that the security estimate was prepared in February of 2007. He recommends the security be increase to \$113,655.85. On Marburg Pointe, they are recommending that security be reduced to \$117,540.50.

Supervisor Staaf made a motion to increase the Security Bond to \$113, 655.85 for Springvale Subdivision, seconded by Supervisor Blettner. Motion carried.

F. Marburg Pointe – Phase 2 – Security Reduction No. 2

Supervisor Staaf made a motion to reduce the Letter of Credit to \$117, 540.50 for Marburg Point, seconded by Supervisor DeGennaro. Motion carried.

G. Refinancing of the PIB Loan – Secure Council

Marc Woerner, manager informed the Supervisors that the Township currently owes \$1,229,000 million on the Pennsylvania Infrastructure Bank (PIB) loan. Marc is recommending the Board consider refinancing the loan with Peoples Bank at 2.64 percent interest. The Board would not be borrowing any additional capital the Board would be refinancing the term of the loan to a 5-year term. The Board needs to invoke a special council to refinance the loan.

Supervisor Staaf made a motion to retain financial council for refinancing the PIB loan, Supervisor Blettner. Motion carried.

SUBDIVISION PLANS

A. Reservoir Heights Extended Section 2C Final

Jim Barnes from James R. Holley and Associates and Robert Holweck from Reservoir Heights, LLC were present to ask for final approval of this plan. Mr. Barnes informed the Board members that this was the last section of Reservoir Heights Subdivision. He informed the Board they had received a favorable recommendation from the Planning Commission. He informed the Board that they have submitted checks for the recreation fees and the public improvement security.

Supervisor DeGennaro made a motion to give final approval of Reservoir Heights Extended Section 2C Final Plan, seconded by Supervisor Staaf. Motion carried.

B. South Hanover YMCA Preliminary/Final Lot Consolidation & Land Development Plan Waiver Request

1. Waiver Request from Section 305 A & B to allow the plan to be considered as a Final Plan and to waive the Preliminary plan

Supervisor Ault made a motion to grant the waiver request from Section 305 A & B to allow the plan to be considered the final plan and to waive the preliminary plan review, seconded by Supervisor DeGennaro. Motion carried

2. Waiver Request from Section 512 Sidewalks – to waive the requirement to install sidewalks along Beck Mill Road & Fairview Drive

Supervisor Ault made a motion to grant the waiver request from Section 512. Sidewalks – to waive the requirement to install sidewalks along Beck Mill Road & Fairview Drive, with additional wording added to the plan that sidewalks will be installed within six months after receipt or written notice from West Manheim Township, seconded by Supervisor Staaf. Motion carried.

3. Waiver Request from Section 513 Curbing – to waive the requirement to install curbing along Beck Mill Road.

Supervisor Ault made a motion to grant waiver request from Section 513 Curbing – to waive the requirement to install curbing along Beck Mill Road, seconded by Supervisor Blettner. Motion carried.

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, Homestead Acres, J.A. Myers, 134 - lot Preliminary, Benrus Stambaugh et al, Land Development Plan, Homestead Acres, 366 - lot Preliminary, Tollgate Rd. & Baltimore Pike Property Subdivision Plan, Tollgate Rd. & Baltimore Pike Property Subdivision Plan. Motion carried.

In a motion by Supervisor Staaf and seconded by Supervisor Blettner, 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, Homestead Acres, J.A. Myers, 134 - lot Preliminary, Benrus Stambaugh et al, Land Development Plan, Homestead Acres, 366 - lot Preliminary, Tollgate Rd. & Baltimore Pike Property Subdivision Plan. Motion carried.

SUPERVISORS AND/OR PUBLIC COMMENTS:

Township Manager, Marc Woerner asked for clarification on how the Board of Supervisors wanted to proceed with streetlight at Eastwood Street and Westwood Street. Should he pursue with installing a streetlight or placing reflective markers and marking the curb entrance with reflective paint. The Board directed him to add additional markers and mark the curbing with reflective paint.

Carl Grubb, Impounding Dam Road, came before the Board to express various concerns.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, February 4, 2016 at 7:00 p.m. with Supervisor Caucus at 6:00 p.m. Supervisors Regular Meeting – Tuesday, February 16, 2016 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor Blettner made a motion to adjourn the Regular Meeting at 8:30 p.m., seconded by Supervisor Staaf. Motion carried.

Respectfully submitted,

Miriam Clapper  
Secretary