

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, June 21, 2016
7:00 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on June 21, 2016 at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Meeting to Order at 7 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, Township Manager Marc Woerner and Solicitor Linus Fenicle. Township Engineer Chris Toms was not present.

ANNOUNCEMENT: Chairman Hartlaub announced that the Board of Supervisors did not hold the Executive Session that was noted on the Agenda due to a lack of time. The Executive Session will be held at the end of the meeting.

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

APPROVAL OF MINUTES: Supervisor Blettner made a motion to approve the Minutes of the Work Session on Thursday, June 2, 2016, seconded by Supervisor Staaf. **Motion carried.**

DISBURSEMENTS: Supervisor Staaf made a motion to approve the Disbursements from all Funds, as listed, seconded by Supervisor DeGennaro. **Motion carried.**

CORRESPONDENCE: Chairman Hartlaub noted the Township did not receive any correspondences.

REC. BOARD REPORT: Christine Gienski, Chair of the West Manheim Township Park and Recreation Board gave an overview of her report (copy in Township file). In her report she indicated that the Recreation Board would like to purchase about 40 plus plaques for the park to recognize individuals and businesses that have supported and made substantial contributions to the park. The cost for the plaques would be a little over \$900.

Supervisor DeGennaro made motion to approve the purchase of about 40 plus plaques at the cost of no more than \$1,000 by the West Manheim Township Recreation Board, seconded by Supervisor Staaf. **Motion carried.**

Chris Gienski reported that the West Manheim Township Recreation Board received their fourth check from the Kiwanis Club. The check was in the amount of \$400 to be used for the playground. She indicated that various organizations have donated money for the playground and now the playground has become the Rec Board's number one priority.

Supervisor Ault made a motion to accept the Rec Board Report, seconded by Supervisor Blettner. **Motion carried.**

SOLICITOR REPORT: Solicitor Linus Fenicle had nothing to report.

ENGINEER REPORT: Christopher Toms, C. S. Davidson, was not present. The Township Manager Marc Woerner referred to the Engineer's report on the sidewalks located at SpiriTrust (copy in Township file).

Supervisor Ault made a motion to accept the Engineer's Report, seconded by Supervisor Blettner. **Motion carried.**

REPORTS:

1. Monthly Budget Review – Treasurer’s Report - May 2016
2. Chief of Police, Monthly Activity Report – May 2016
3. Public Works Report – May 2016
4. Pleasant Hill Volunteer Fire Co.-EMS Reports – May 2016
5. EMA Report – May 2016

Supervisor Staaf made a motion to accept department reports 1 through 5, as distributed, seconded by Supervisor DeGennaro. **Motion carried.**

At this point in the meeting Chairman Hartlaub asked if Mike Hampton the Township Emergency Services Director had anything to add to his report. Mike informed the Board there was going to be another Healing Fields Event at the West Manheim Township Elementary School building. He informed the Board members it has been 15 years since the attacks of September 11. This event will take place September 9, 10 and -11, then through the following week ending September 17 with a closing ceremony.

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

Supervisor Ault made a motion to accept the Manager’s Report as distributed, seconded by Supervisor Blettner. **Motion carried.**

OLD BUSINESS

1. SpiriTrust – Sidewalks – Chris Toms

Township Manager reviewed this earlier in the meeting.

2. Trash Collection

- a. Robert Hemler – 41 Colonial Court - letter

The Township Solicitor, Linus Fenicle explained that Mr. Hemler was asking to be exempt from the Township’s current waste and recycling hauler for his residential property, his son’s residential property, and his three residential rental properties. He has several businesses in the Township that use commercial dumpsters and he uses those dumpsters for all the garbage needs that he, his son and his tenants would need for garbage service.

Mr. Hemler explained that he had made arrangements for his tenant occupied residential properties to use the garbage service. He is requesting that he along with his son be exempt from the trash service contract, but be allowed to continue to use the dumpsters at his business.

Supervisor Blettner made a motion to grant the exemption to the current solid waste collection contract for Robert Hemler of 41 Colonial Court as long as he resides at 41 Colonial Court and Christopher Hemler of 89 Smeach Drive as long as he resides at 89 Smeach Drive for the length of the current solid waste collection contract and any extension of the current solid waste collection contract. The Board noted that this exemption is being granted due to a previous agreement with the prior manager and since he and his son own businesses that use commercial dumpsters and recycling dumpsters within the Township, seconded by Supervisor Staaf. **Motion carried.**

b. Randy Hockensmith – 2620 Baltimore Pike - letter

Chairman Hartlaub summarized that Mr. Hockensmith is requesting to be exempt from the current solid waste collection contract. He explained that the house is empty and all utilities have been shut off.

After a discussion took place on Mr. Hockensmith's request to be exempt, Chairman Hartlaub called for a motion.

Supervisor Ault made a motion to deny Mr. Hockensmith's request for exemption from the current solid waste collection contract, seconded by Supervisor Staaf. **Motion carried**

3. Awarding of the Bid for 2016 Street Improvement Project

The Township Manager, Marc Woerner informed the Board members the 2016 Street Improvements Project had been duly advertised. He reminded the Board members the roads to be repaired were Frogtown from Fuhrman Mill Road to Musselman Road; Sunset Drive from Fairview Drive to Oak Hills Drive; Tollgate Road from Impounding Dam Road to the Baltimore Pike. He explained there were two responses, Kinsley Construction for \$77,500 and Stewart & Tate, Inc. for \$80,960. Marc recommended awarding the bid to Kinsley Construction for \$77,500.

Supervisor DeGennaro asked for clarification on Kinsley Construction and materials cost. Marc explained that the materials cost is what the Township will be paying for the materials. The bid for \$77,500 is for placing the materials.

Supervisor Ault questioned if this project fell under the guidelines for prevailing wages. After some discussion and upon further research Township Manager Marc Woerner found that this project did fall under the guidelines for prevailing wages. It was a part of bid packet.

Supervisor Ault made a motion awarding the 2016 Street Improvement Project bid to Kinsley Construction Company for \$77,500, seconded Supervisor DeGennaro. **Motion carried.**

NEW BUSINESS

A. Approval to Obtain Real Estate Appraisal for 31 Fairview Drive and 1941 Baltimore Pike

Township Manager Marc Woerner noted that the Agenda should state 31 Fairview Drive, 33 Fairview Drive and 1941 Baltimore Pike. He explained that 31 Fairview Drive is where the old township building is located and 33 Fairview is the parking lot to the right of the old township building. They are actually two separate parcels.

Supervisor Ault asked what the approx. cost for the appraisal would be. Township Manager Marc Woerner was not sure of what the cost for the appraisal would be. Supervisor Ault felt that the Board should have some idea of what the appraisal would cost before just granting approval.

Township Manager Marc Woerner explained that this is a professional service so it does not need to be advertised for bidding. He would just be getting appraisals. He thought when the previous appraisals for these properties took place it cost around \$3,000.

After some discussion on the possible cost for appraisals, it was decided to authorize the Township Manager to obtain three appraisal quotes and the Manager could award the lowest quote.

Supervisor Ault made a motion authorizing the Township Manager, Marc Woerner to obtain three phone appraisal quotes and award the lowest quote the job, seconded by Supervisor DeGennaro. **Motion carried.**

Supervisor Ault made a motion authorizing the Township Manager, Marc Woerner to obtain three phone appraisal quotes and award the lowest quote the job, seconded by Supervisor DeGennaro. **Motion carried.**

B. Authorization to Send Revisions of the Zoning Ordinance and the SALDO to York County for Review

Supervisor Blettner made a motion to send the revisions of the Zoning Ordinance and the SALDO to York County for review, seconded by Supervisor Staaf. **Motion carried.**

C. Extension Request

1. 1. Burkentine & Sons (extension expires on July 2, 2016)

- a Wyndsong Point – Phase 2 – Final Plan (requesting an extension thru March 21, 2017)
- b. Steeple Chase – Final Plan (requesting an extension thru March 21, 2017)

Supervisor Ault made a motion to grant the extension request for Burkentine and Sons extension requests through March 21, 2017 and Myer/Carter/Almega extension request through March 21, 2017, but not for S & A Homes because they have no set extension date. At this point, Rich Leatham representing S & A Homes interrupted the meeting to explain why he did not put a time-frame on his request. He explained that he would be in favor of the March 21, 2017 review time. Supervisor Ault withdrew his previous motion.

2. S & A Homes (extension expires on July 2, 2016)

- a. Fox Run Village – Final Plan (no set extension date)

3. Myer/Carter/Almega (extension expires on July 2, 2016)

- a. Fuhrman Mill Heights – Final Plan (requesting an extension thru March 21, 2017)

Supervisor Ault made a motion to grant the extension request for Wyndsong Point – Phase 2 – Final Plan; Steeple Chase - Final Plan, Fox Run Village – Final Plan and Fuhrman Mill Heights – Final Plan extension request through March 21, 2017, seconded by Supervisor DeGennaro. **Motion carried.**

D. Appoint Marc Woerner, Township Manager as the Acting Code Enforcement Officer - TABLED

Chairman Hartlaub requested that this be tabled until the next meeting.

E. Request for Additional Fire Police Coverage for Pleasant Hill Firemen's Carnival 7/25-7/30/2016

Supervisor Staaf made a motion to approve the request for additional fire police coverage for Pleasant Hill Fireman's Carnival, seconded by Supervisor Blettner. **Motion carried.**

F. J. P. Harris Associates, LLC – Agreement to Collect Delinquent 2015, 2016 and 2017 Per Capita Taxes

Township Manager Marc Woerner informed the Board members that J.P. Harris collects the delinquent per capita taxes at no cost to the Township. Any additional cost is passed on to the delinquent taxpayer.

Supervisor Ault made a motion approving J. P. Harris Associates as the collection agency to collect the delinquent per capita taxes for 2015, 2016 and 2017, seconded by Supervisor DeGennaro. **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 Plan. Motion carried.

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, Homestead Acres, J.A. Myers, 134 - lot Preliminary, Benrus Stambaugh et al, Land Development Plan, Homestead Acres, 366 - lot Preliminary Plan. Motion carried.

SUPERVISORS AND/OR PUBLIC COMMENTS:

NEXT SCHEDULED MEETINGS: The Supervisors Work Session – Thursday, July 7, 2016 with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting – Tuesday, July 19, 2016 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor DeGennaro made a motion to adjourn the Regular Meeting at 8:10 p.m., seconded by Supervisor Ault. Motion carried.

Chairman Hartlaub announced that there would be an executive session to discuss labor negotiations.

Respectfully submitted,

Miriam Clapper
Secretary