

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Thursday, July 7, 2016 - 7 p.m.

Chairman Hartlaub announced that an executive session took place prior to the meeting to discuss labor issues.

Chairman Hartlaub called the Work Session 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, DeGannaro, and Hartlaub, along with Manager Marc Woerner, Township Engineer Chris Toms and Solicitor Linus Fenicle. Supervisors Blettner and Staaf were absent

PUBLIC COMMENT: Chairman Hartlaub asked if anyone from the audience wanted to address the Board and received no comments.

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Regular Board of Supervisors Meeting of Tuesday, June 21, 2016, seconded by Supervisor DeGennaro. **Motion carried.**

CORRESPONDENCE:

Chairman Hartlaub noted that the Township received no correspondences.

APPROVAL OF DISBURSEMENTS:

The Disbursements from all Funds were approved, as listed, in a motion by Supervisor DeGennaro, seconded by Supervisor Ault. **Motion carried.**

DISCUSSION ITEMS:

A. PHVFC Generator – Municipal Bid

Township Manager Marc Woerner explained that Mike Hampton approached him about the surplus 1950's Korea era generator Pleasant Hill Fire Department had on hand for emergency. He explained that Mike Hampton informed him the Fire Department no longer has a need for the generator and that the generator is too small to use for the township office building. Marc reminded the Board members that Pleasant Hill receive a new generator as a donation from Fox 43 Television Station. He suggested placing the generator on Municipal Bid.

Supervisor Ault made a motion to advertise the surplus generator on Muncibid, seconded by Supervisor DeGennaro. **Motion carried.**

B. Extension Request

Jim Piet representing Woodhaven Homes came before the Board to explain why they are requesting the extension through July 7, 2017 for each of the Preliminary Plans. He explained that they have been focusing on outside agency approvals. He explained they are still working to evaluate sewer service and outside agencies' approval.

1. Joshua Hill Farm, 124 – lot Preliminary Plan
2. The Warner Farm, 15-lot Preliminary Plan
3. (Marlee Hill Farms) Preserve at Codorus Creek IV, 79 – lot Preliminary Plan

Supervisor DeGennaro made a motion to grant the extension request through July 7, 2017 for Joshua Hill Farm, The Warner Farm and Marlee Hill Farms, with a request of status updates every three months, seconded by Supervisor Ault. **Motion carried.**

Township Manager Marc Woerner informed the Board that Homestead Acres 366 lot Preliminary plan is before the Planning Commission and that he and Township Engineer Chris Toms met with representative from Homestead Acres and Northfields Venture to discuss sewer easements. The next meeting with all parties will take place on July 15, 2016.

4. Homestead Acres, J.A. Myers – 134 – lot Preliminary Plan
5. Homestead Acres, J.A. Myers – 366 – lot Preliminary Plan

Supervisor Ault made a motion to grant the extension requests for Homestead Acres, J.A. Myers – 134 – lot Preliminary Plan and for Homestead Acres, J.A. Myers – 366 – lot Preliminary Plan until October 7, 2016, seconded by Supervisor DeGennaro. **Motion carried.**

C. Emergency Operation Plan 2016 Update and Adoption of Resolution #2016-10 and Promulgation

Mike Hampton, Emergency Management said that the Pennsylvania Emergency Management Services Code mandates that West Manheim Township prepare, maintain and keep current an emergency operations plan for major emergency or disasters within the Township. He said anytime there is an update to the required Emergency Operation Plan it requires a Resolution, Promulgation Letter and a Concurrence Letter that is included in the plan.

Supervisor DeGennaro made a motion to approve the Resolution #2016-10, seconded by Supervisor Ault. In a roll call vote of those board members present, the **Motion carried.**

D. Request to be Exempt from Trash Service – 2949 Baltimore Pike

Township Manager Marc Woerner informed the Board that the Township received a request to be exempt from the Township's current waste and recycling hauler for a property at 2949 Baltimore Pike.

Township Manager Marc Woerner recommended tabling the request until the regular meeting of the Board of Supervisors meeting July 19, 2016.

Supervisor DeGennaro made a motion to table the request to be exempt from trash service at 2949 Baltimore Pike, seconded by Supervisor Ault. **Motion carried.**

E. Request for Exoneration from Township Per Capita Tax - 2016

Supervisor Ault made a motion to grant the requests for exoneration from Township Per Capita Tax for 2016, seconded by Supervisor DeGennaro. The motion carried.

F. Request to Connect to Public Sewer – Patsy Bair – 2421 Baltimore Pike

Township Manager Marc Woerner informed the Board that the property owner at 2421 Baltimore Pike is requesting to connect to the Township's public sewer system. Marc explained that she had issue with her on-lot septic system. He explained that she was not required to connect but since the sewer is available through the development located behind her property, she is seeking approval to connect to public sewer. She has expressed financial hardship and is asking to be set up on a payment plan.

Supervisor DeGennaro a motion to authorize the Township Manager to negotiate a payment plan for the applicant at 2421 Baltimore Pike request to connect to public sewer, seconded by Supervisor Ault. Motion carried

Supervisor Ault noted that the applicant's letter states she could afford to make payments of \$100 per month. Supervisor Ault stressed the payment can be no less than \$100 per month per the applicants letter.

G. Appoint Marc Woerner, Township Manager as the Acting Code Enforcement Officer

Township Manager Marc Woerner explained this is a temporary position while the Code Enforcement Officer is out on medical leave.

Supervisor Ault made a motion to appoint Marc Woerner, Township Manager as the acting Code Enforcement Officer, seconded by Supervisor DeGennaro. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

Township Manager Marc Woerner brought to the Board members that the previous actuary for the Township retired. He explained that the Township did advertise for pension actuary services and received just one proposal, Conrad Siegel He explained that he had received excellent feedback from other agencies who have worked with Conrad Siegel. He informed the Board that the costs for Conrad Seigel's services are lower than the previous company.

Supervisor Ault made a motion to appoint Conrad Siegel as the Township actuary for the uniform and non-uniform pension plans, seconded by Supervisor DeGennaro

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Frank Kozak, 340 Musselman Road came before the Board to inquire as to when Musselman Road between Black Rock Road and Frogtown Road would be repaved.

Chris Toms, Township Engineer explained Musselman Road is scheduled to be repaved in 2019.

NEXT SCHEDULED MEETINGS: Supervisors Regular Meeting - Tuesday, July 19, 2016 at 7:00 p.m. with the Supervisors Caucus at 6:00 p.m. Work Session Meeting – Thursday, August 4, 2016 at 7:00 p.m. with the Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor DeGennaro made a motion to adjourn the meeting at 7:30 p.m., seconded by Supervisor Ault. Motion carried.

Respectfully submitted,

Miriam Clapper
Secretary