

# WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

## WORK SESSION

**Thursday, September 1, 2016 - 7 p.m.**

The Work Session Meeting of the West Manheim Township Board of Supervisors was held on September 1, 2016 at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Work Session to Order at 7:05 p.m., followed by the Pledge to the Flag and Invocation by Supervisor Ault.

ROLL CALL: Present were Supervisors Ault, Blettner, DeGannaro, Hartlaub, and Staaf, along with Manager Marc Woerner and Solicitor Linus Fenicle. Township Engineer Chris Toms was not present.

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

APPROVAL OF MINUTES: Supervisor Staaf made a motion to approve the Minutes of the Regular Board of Supervisors Meeting of Tuesday, August 16, 2016, seconded by Supervisor Blettner. **Motion carried.**

### CORRESPONDENCE:

Chairman Hartlaub noted that the Township received four correspondences:

- A. Diane Vaccaro, 12 Louvain Drive – request to be exempt from trash services
- B. Darryl A. Noble, 3 Northridge Drive - request to be exempt from trash services
- C. Curt Cullison, 1339 Wanda Drive - request to be exempt from trash services
- D. Ed Lockard, 236 Saint Bartholomew Road and 240 Saint Bartholomew Road – request to be exempt from trash services

Supervisor DeGennaro made a motion accepting correspondences as read for, 12 Louvain Drive, 3 Northridge Drive, 1339 Wanda Drive, 236 Saint Bartholomew Road and 240 Saint Bartholomew Road, seconded by Supervisor Staaf. **Motion carried.**

### APPROVAL OF DISBURSEMENTS:

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

### DISCUSSION ITEMS:

- A. Request to be exempt from trash service

Chairman Hartlaub asked the Supervisors if there was any discussion on the correspondences. Supervisor Ault reminded everyone that the Township grants trash exemption for one quarter when a property is for sale. He then made the following motion.

Supervisor Ault made a motion to grant the exemption request for only one quarter from trash service for Diane Vaccaro, property owner of 12 Louvain Drive, since her property is for sale at this time, seconded by Supervisor Staaf. **Motion carried.**

Supervisors Ault made a motion to grant the exemption request for only one quarter from trash service for Darryl Noble, property owner of 3 Northridge Drive, since his property is for sale at this time, seconded by Supervisor DeGennaro. **Motion carried.**

Next on the Agenda was Curt Cullison, of 1339 Wanda Drive - request to be exempt from trash services. The Board did not need to take action on this property because it fell within the guidelines of having the Township Manager handling properties that are vacant due to foreclosures.

Last on the Agenda under "Discussion Items" were Ed Lockard's requests to have 236 St. Bartholomew and 240 St. Bartholomew Road exempt from the current trash hauler contract.

The Supervisors did not feel they had enough information concerning these two properties to decide. They instructed the Township Manager to obtain more information concerning the need to have service exempted.

At this point in the meeting, Chairman Hartlaub called resident Andy Hoffman to come before the Board to discuss his concerns about garbage service.

Andy Hoffman, 2575 Baltimore Pike came before the Board to ask for an explanation as to why his request to be exempt from the current trash hauler contract was denied. He explained that his building located in a commercial zoned district is used for storage and not as a residence.

After a brief discussion on whether the property was a home or a commercial property, it was decided that it was a residence because the house contained a kitchen, bathroom and bedrooms.

Supervisor Ault made a motion to deny the request from Andy Hoffman to be exempt from the current trash hauler contract, seconded by Supervisor DeGennaro.

Township Manager, Marc Woerner informed the Board members that they had previously acted on this request. Supervisor Ault withdrew his previous motion. The Supervisors are standing by their original denial.

Mr. Hoffman asked why he was still being denied. Supervisor DeGennaro explained that it is a residence, although it is empty and all residences in the Township have to have garbage collection.

The Supervisors asked that the Township Manager look into the history of this parcel to see if the building located on the property was ever considered a commercial dwelling.

#### B. Township owned properties appraisals

Township Manager, Marc Woerner reminded the Board members they had authorized him to obtain appraisals for 31-33 Fairview Drive and 1935 Baltimore Pike. He informed the Board that the Township received the appraisals from Hertzog Appraisal Services, Inc. The appraised value for each property is \$310,000. He explained that knowing what the appraised value of the properties are, he will start working on construction plans and plans for moving public works to the main municipal building property. Once all the details have been prepared, he will notify the Supervisors so a decision can be made on selling these properties.

Supervisor Ault made a motion to accept the Manager's report on the appraisals for 31-33 Fairview Drive and 1935 Baltimore Pike, seconded by Supervisor DeGennaro. Motion carried.

C. Zoning Board Membership

Chairman Hartlaub informed those present that the Board of Supervisors gave approval to adopt going from a three member Zoning Hearing Board to a five member Zoning Hearing Board.

Township Manager, Marc Woerner explained that part of Zoning Ordinance and SALDO changes the Board had previously adopted at a previous meeting, was going from a three-member board to a five-member board as provided for in the Municipal Planning Code. The Board has adopted that recommendation and now needs to fill those two additional seats. The Board has received names of two residents who wish to serve on the Board.

D. 2017 Budget Discussion

Marc Woerner, Township Manager reviewed the handouts of the draft proposed budget for 2017 dated 8-31-2016. The first to be reviewed was the general revenue budget for 2017. He explained the first column was the approved budget for 2016. The second column is what they estimate what the end of 2016 will to be. The third column is the proposed budget for 2017 at the current mileage rate. The last several columns represent revenue dollars for the next five years. The Manager then reviewed each area of the revenue draft budget for 2017.

After reviewing the revenue draft budget for 2017, the Manager proceeded to do the same with the expense side of the budget for 2017. There was no action taken at this time. The Board of Supervisors will continue to review the Budget and bring any changes or questions to the next Board of Supervisors' meeting.

E. Road Projects 2017

Marc Woerner, Township Manager explained that he is looking forward into the future years on the needs of the Township and explained why he added a chipper spreader in the budget. He explained that by investing in new equipment like a chipper spreader the public works' department could perform tar and chipping and only need to source the purchase and placement, which would be more cost effect to the Township.

**SUPERVISORS AND/OR PUBLIC COMMETS:**

Supervisor Staaf presented a picture to the Board of Supervisors of the Hanover Area Young Marines. Supervisor Staaf received the picture from the Hanover Area Young Marines to show their appreciation for the support they receive from the West Manheim Township Board of Supervisors.

Supervisor Ault questioned the line painting that was being done in the Township. He asked if the three roads currently being repaired had been painted before the repair work started. The Township Manager explained the Road Master coordinated with the line painting company to come back when the roads are completed.

Carl Grubb, 590 Impounding Dam Road brought information to the Board on the shooting activity his neighbors engage in on weekends. He showed pictures his wife took off of Facebook showing his neighbors inviting family and friends to a party of drinking and shooting.

He also asked about mowing the Township recreation lot on Sunset Drive. He feels the Township mows this lot too much.

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**NEXT SCHEDULED MEETINGS:** Board of Supervisors Regular Meeting – Tuesday, September 20, 2016 at 7 p.m. with Supervisor Caucus at 6 p.m. Work Session Meeting – Thursday, October 6, 2016 at 7 p.m. with Supervisors Caucus at 6 p.m.

**ADJOURNMENT:** Supervisor Ault made a motion to adjourn the meeting at 8:30 p.m., seconded by Supervisor DeGennaro. **Motion carried.**

Respectfully submitted,

Miriam Clapper  
Secretary