

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, November 15, 2016
7 p.m.

Chairman Hartlaub announced the Board of Supervisor held an Executive Session before tonight's meeting to discuss personnel issues.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, November 15, 2016, at the Municipal Building, 2412 Baltimore Pike. Chairman Hartlaub called the Meeting to Order at 7 p.m., followed by the Pledge to the Flag and Invocation by Township Secretary, Miriam Clapper.

ANNOUNCEMENT: Chairman Hartlaub announced the Board of Supervisors would hold an Executive Session on November 16, 2016, to discuss labor negotiations.

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

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, November 3, 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 Board of Supervisors received the following correspondences:

1. Guthrie Memorial Library – Thank you Letter
2. Penn Waste – Rate Increase
3. South Hanover Automotive – Thank you Letter and Gift Cards

Supervisor DeGennaro asked that the Minutes show a .68 cent increase for the weekly trash service.

RECREATION BOARD REPORT: Christine Gienski, Chair, West Manheim Township Park and Recreation Board gave an overview of the submitted report (copy on file). She informed the Board that the "someone" in her report was Ms. Christine Waltz who would like to hold a 5K race on December 9. She explained that Ms. Waltz is with a 503C organization called For the Love a Veteran. The monies raised at the 5K will go to other veteran organization such as the Wounded Warrior.

Chris also let the Board know that the South York Baseball Association wanted to rent the ball fields again for the 2017 baseball season.

Supervisor Staaf made a motion to accept the Recreation Board Report from Christine Gienski, seconded by Supervisor Blettner. **Motion carried.**

SOLICITOR REPORT: Solicitor Linus Fenicle had nothing to report.

ENGINEER REPORT: Christopher Toms, C. S. Davidson, had nothing new to add to his submitted report (copy in Township file).

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

REPORTS:

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

Township Manager, Marc Woerner gave an overview of reports 1, 3, and 4.

Chief Hippensteel gave an overview of his Monthly Activity Report. He also informed the Board members that Officer Randy Wagner received the prestigious Pennsylvania DUI Association Top Gun Award. He noted that Officer Wagner was one of 63 officers across Pennsylvania to receive the Top Gun Award.

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

MANAGER REPORT: Manager Marc Woerner had nothing new to add to his submitted report (copy in Township file). He did point out on his report that with the expansion of the Zoning Hearing Board, it requires the Board to appoint two more people. Ron Wentz, who is currently serving as the Alternate, has indicated that he would like to become a full member to the Zoning Board, making him the fourth member. He also indicated in his report that he is recommending the Board appoint David Appleby as the fifth member. Both appointments can take place at the Re-Organizational Meeting in January 2017.

Marc also pointed out in his report that Holly Zumbrum's term actually ends this year and not at the end of 2018. The Board will need to reappoint her to a term ending December 31, 2017. Township Solicitor Linus Fenicle explained this could be done at the Re-Organizational Meeting in January 2017.

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

OLD BUSINESS

A. SpiriTrust – Sidewalks – Chris Toms

Chris Toms earlier in the meeting informed the Board that he had received a letter from SpiriTrust's contractor and the sidewalk is the next project on their list to do.

Supervisor DeGennaro reported that he had recently passed SpiriTrust and SpiriTrust had not started the sidewalk project.

B. Resolution # 2016-13-Authorizing & Securing Tax & Revenue Anticipation Note

Linus Fenicle, Township Solicitor indicated this is a note that the Township has entered into for the last several years. He explained this agreement with Peoples Bank is for a cash flow type note that will be paid off within the 2017 year if the Township should draw from the Note. The Resolution is required to secure the Note.

Supervisor DeGennaro made a motion to adopt Resolution #2016-13 Authorizing & Securing Tax & Revenue Anticipation Note, seconded by Supervisor Staaf. **In a unanimous roll call vote of Supervisors Blettner, DeGennaro, Hartlaub and Staaf the Motion carried. Supervisor Ault was not present.**

C. Adoption of Ordinance #2016-06 Adopting a Local Services Tax and Authorization to Enter into Collection Agreement for Local Services Tax with YATB

Linus Fenicle, Township Solicitor explained this is an ordinance that places a \$52 tax on every person engaging in an occupation in West Manheim Township within the calendar year starting January 1, 2017. He went on explaining that 25 percent of the Local Services Tax must go to emergency services.

Supervisor DeGennaro made a motion to adopt Ordinance #2016-06 adopting a Local Services Tax, seconded Supervisor Blettner.

At this point Township Manager, Marc Woerner asked Supervisor DeGennaro to consider revising his motion to include authorization entering into the collection agreement with YATB as the agent for collecting the Local Services Tax.

Supervisor DeGennaro revised his motion to include YATB as the collection agent.

Supervisor DeGennaro made a motion revising his earlier motion to adopt Ordinance #2016-06 adopting a Local Services Tax and authorization entering into a collection agreement with YATB, seconded by Supervisor Blettner. **In a unanimous roll call vote of Supervisors Blettner, DeGennaro, Hartlaub and Staaf the Motion carried. Supervisor Ault was not present.**

D. Adoption of Ordinance #2016-07 Solid Waste Ordinance Amendment

Solicitor Fenicle explained that this ordinance requires that community events that take place in the Township will now be required to provide for separate containers for recyclable materials separate from regular trash. This ordinance will comply with what is mandated through the State of Pennsylvania

Township Manager Marc Woerner explained it is part of Act 101. This is just amending the current solid waste ordinance to include this mandate.

Supervisor DeGennaro made a motion to adopt Ordinance \$2016-07 Solid Waste Ordinance Amendment, seconded by Supervisor Blettner. **In a unanimous roll call vote of Supervisors Blettner, DeGennaro, Hartlaub and Staaf the Motion carried. Supervisor Ault was not present.**

E. Lindsay Noel – 448 Fuhrman Mill Road Trash Exemption Request

Chairman Hartlaub explained that the Township received a letter from Lindsey Noel requesting that 448 Fuhrman Mill Road be exempt from trash service. The previous owners of 448 Fuhrman Mill Road are both deceased and the property is in foreclosure and in the bank's possession.

Supervisor DeGennaro made a motion to deny the request to be exempt from the trash service for 448 Fuhrman Mill Road, seconded by Supervisor Blettner. **Motion carried.**

F. Alan & Jean Weismantel – 961 Fuhrman Mill Road Trash Exemption Request

Chairman Hartlaub explained that 961 Fuhrman Mill Road was also requesting an exemption from trash service since they will be wintering in the South.

Supervisor Staaf made a motion to deny the request to be exempt from the trash service for 961 Fuhrman Mill Road, seconded by Supervisor DeGennaro. **Motion carried.**

G. Approval of the Klugh Animal Control Services Contract

Chairman Hartlaub explained Klugh Animal Control Services acts as the Township's animal catcher.

Supervisor DeGennaro made a motion to accept the Klugh Animal Control Services, seconded by Supervisor Blettner. **Motion carried.**

H. Approval of the SPCA – 2017 Animal Care and Housing Agreement

Chairman Hartlaub went on explaining when Klugh Animal Service cannot find the animal's owner; the at large animal is then taken to the SPCA.

Supervisor Staaf made a motion to accept the SPCA – 2017 Animal Care and Housing Agreement, seconded by Supervisor Blettner. **Motion carried.**

NEW BUSINESS

A. Request to be Exempt for Trash Service

1. Troy A. Purnell, 299 El Vista Drive – Trash Exemption Request

Chairman Hartlaub explained that the Township received a letter from Troy A. Purnell, owner of 299 El Vista Drive, is requesting a military exemption from trash service for 299 El Vista Drive.

Supervisor Staaf made a motion to grant the request to be exempt from the Township trash service until April 2017, seconded by Supervisor Blettner. **Motion carried.**

2. Carl Dahler Family – 1221 Grand Valley Road – Trash Exemption Request

Chairman Hartlaub explained that the Township received a letter from the Carl Dahler Family requesting an exemption from the trash service due to health issues. Mr. Dahler has Stage 4 cancer and Mrs. Dahler has Alzheimer disease.

A discuss took place on how the Township might help this couple. At the end of the discussion, it was decided that the owner would pay from April 1 through September 31. The property owners would be exempt for one-quarter. The property owners'/family members would need to come into the Township to discuss the situation with the Township Manager.

Supervisor Staaf made a motion asking the owners/family members pay for trash service from April 1 through September 31 and then granting an exemption from one-quarter trash service. The family will need to come into the Township to discuss the situation with the Township Manager, seconded by Supervisor Blettner. **Motion carried.**

SUBDIVISION PLANS:

A. Request for Preliminary Plan Approval of Homestead Acres – Oakwood Dr. & Valley View Drive – 366 Lot Preliminary Subdivision Plan

Jeff Stough for J. A. Myers, and Paul Minnich Solicitor for J.A. Myers, were present representing J. A. Myers. Mr. Minnich addressed the Board and informed them that they have worked diligently with the Township's Solicitor and the Township's Engineer to discuss all concerns of the previous meeting. He informed them that they have conclusively addressed the sewer issue, and as much as they can, they have conclusively addressed the concept of the second construction entrance and have addressed in great-detail the issue of potential road damage. He explained that J.A. Myers has entered into a separate sewer capacity agreement. Mr. Minnich explained that all the agreements that J. A. Myers has entered into have been collaborative. He also mentioned that all the recreation fees would be paid to the Township as the Board of Supervisors has requested. Mr. Minnich reiterated that they have gone over every detail and they have addressed any points of concerns by the public. He then asked the Board to approve the Preliminary Plan for Homestead Acres.

Chairman Hartlaub asked for a motion to approve the Preliminary Plan.

Township Solicitor Linus Fenicle, interjected that any motion should be condition upon the withdrawal of the other subdivision plan for the same property and finalization of the Homeowners document, which can be done on final plan approval.

Supervisor DeGennaro made a motion to grant conditional approval of Homestead Acres – 366 - lot Preliminary Subdivision Plan with the following conditions: withdrawal of the Homestead Acres – 134 - lot Preliminary Plan for the same property, finalization of the Homeowners' Association Document. Approval of the Land Development Improvements Agreement and the Sewage Treatment Capacity Reservation Agreement, along with the payment of all fees associated with the Sewage Treatment Capacity Reservation Agreement, seconded by Supervisor Staaf. **Motion carried.**

B. ALL TO BE TABLED:

Joshua Hill Farm, 124 - lot Preliminary, The Warner Farm, 15-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.

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, 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.**

2017 BUDGET: Authorization to Advertise the 2017 Budget

Supervisor Staaf made a motion authorizing to advertise the 2017 Budget as presented, seconded by Supervisor DeGennaro. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

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Chairman Hartlaub asked if any supervisor had anything to add for the good of the meeting. Supervisor Staaf thanked Township Manager Marc Woerner for the hours he spent on the budget. Supervisors Blettner, DeGennaro and Hartlaub agreed with Supervisor Staaf.

Township Manager Marc Woerner thanked the Board for the sentiment, but also recognized the office staff for their hard work they put in to do the budget.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, December 1, 2016 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Regular Meeting - Tuesday, December 20, 2016 at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor DeGennaro made a motion to adjourn the Regular Meeting at 7:45 p.m., seconded by Supervisor Blettner. Motion carried.

Respectfully submitted,

Miriam Clapper
Secretary