

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS  
YEAR 2017 RE-ORGANIZATION MEETING  
TUESDAY, JANUARY 3 2017  
6:00 P.M.

**SWEARING IN OF NEWLY ELECTED OFFICIALS**

**• ELECTION OF TEMPORARY CHAIRMAN**

1. Meeting Called to Order
2. Pledge to Flag/invocation
3. Roll Call
4. NOMINATE AND ELECT
  - A. Chairman of the Board
  - B. Vice Chairman of the Board

At this time the newly elected Chairman will take over the meeting.

**5. 2017 ORGANIZATION APPOINTMENTS**

- A. Township Manager – Marc Woerner
- B. Secretary – Miriam Clapper
- C. Treasurer – Beverly Frey
- D. Chief of Police – Tim Hippensteel
- E. Roadmaster – Jeff Rummel
- F. Zoning Officer – Marc Woerner
- G. Code Enforcement Officer – Heather Bair
- H. Vacancy Board Chairman - John Berry
- I. Chief Administrative Officer of Pension Plan – Supervisor Harold Hartlaub
- J. Supervisors as Township employees and equipment operators

**6. APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES FOR 2017**

- A. Solicitor – Stock and Leader
- B. Engineer - C.S. Davidson
- C. Auditors - Stambaugh - Ness
- D. Zoning Hearing Board Solicitor - Joseph Kalasnik, PC
- E. Sewage Enforcement Officer - Group Hanover
- F. Alternate Sewage Enforcement Officer – Patrick Buhl
- G. Building Inspections - Middle Department Inspection Agency

**7. 2017 ADMINISTRATIVE MOTION ITEMS**

- A. Authorizing the following depository institutions to handle all Township accounts:
  - People's Bank
- B. Renew all existing Ordinances and Resolutions
- C. Establish the dates and time for Board of Supervisors Meetings
  - Work Session First Thursday of the month at 7:00 P.M.  
Caucus at 6:00 PM;
  - Regular Meeting the Third Tuesday of the month at 7:00 P.M.  
Caucus at 6:00 P.M.
- D. Establish the mileage reimbursement rate at the prevailing IRS rate
- E. Establish the Manager's, and Office Assistant's bonds at \$1.5 million
- F. Establish the Treasurer's, bond at \$3 million dollars
- G. Resolution #2017-01 - Adopt the Fee Schedule for Services and Permits and Sewer Rates
- H. Resolution #2017-02 – Setting the Manager's Salary for 2017

**THIS ENDS THE RE-ORGANIZATIONAL MEETING**

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WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
TUESDAY, JANUARY 3, 2017  
6:00 P.M.

1. Public Comment
2. Approval of Minutes – Regular Board of Supervisor Meeting of Tuesday, December 20, 2016
3. Correspondence
  - A. Received the following request for re-appointment
    1. Ursula Yost – Recreation Park Board
    2. Jim Myers and Darrell Raubenstine – Planning Commission
    3. Michael Hawkins – Ron Wentz Zoning Hearing Board
4. Disbursements
5. Action Items
  - A. Appointment to Rec Park Board (5-Year Term)
    1. Ursula Yost – December 31, 2021
    - 2.
  - B. Appointment to Planning Commission (4-Year Term)
    1. Jim Myers – December 31, 2020
    2. Darrel Raubenstine – December 31, 2020
  - C. Appointment to Zoning Hearing Board (5-Year Term)
    1. Michael Hawkins – December 31, 2021
    2. Ron Wentz – December 31, 2019
    3. David Appleby – December 31, 2020
  - D. PSATS 95<sup>TH</sup> Annual Conference – April 23-26, 2017 – Authorize Attendance and Appoint a Voting Delegate
  - E. Approve 2016 Accrued Comp-time Compensation
6. Discussion Items
  - A. Fire Hydrants Overlay Map
  - B. Potential Sewer System Sale- HRG proposal for representation
  - C.
7. EXTENSION REQUESTS PER DEVELOPER LETTERS:
  1. Northfield – Phase I 38 Lot SFD Preliminary Plan – Northfield Joint Venture, LL  
(Review Time Expires 1/12/2017)
8. Supervisors And/Or Public Comments:

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6:00 P.M.

9. Next Scheduled Meetings: Board of Supervisors Meeting - Tuesday, January 17, 2017 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Work Session – Thursday, February 2, 2017 at 7:00 p.m. with Supervisors Caucus at 6:00 P.M.

10. Adjournment