

**WEST MANHEIM TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**

Regular Meeting

Tuesday, January 17, 2017  
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on January 17, 2017, at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Meeting 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, DeGennaro, Hartlaub, and Staaf. Also present were, Solicitor Walter Tilley, Township Engineer Chris Toms and Manager Marc Woerner. Supervisor Blettner was not present.

ANNOUNCEMENT: Chairman Hartlaub informed those present the Board held an executive session before the Re-Organizational and Work Session meeting regarding personnel issues and he also informed those present that on January 26, 2017, there will another executive session to discuss labor negotiations.

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

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Re-Organizational Meeting and Work Session on Tuesday, January 3, 2017, as corrected, seconded by Supervisor DeGennaro. Motion carried.

APPROVAL OF DISBURSEMENTS: Supervisor Ault made a motion to approve the Disbursements of all Funds (as listed), seconded by Supervisor Staaf. Motion carried.

CORRESPONDENCE: Chairman Hartlaub noted the Board received the following correspondences.

1. Woodhaven Building & Development Updates on the following:
  - a. Joshua Hill Farm,
  - b. The Warner Farm,
  - c. Preserve at Codorus Creek IV (Marlee Hill)
2. Hanover Little League Request for Sponsorship

Marc Woerner, Township Manager explained that Woodhaven Building and Development received an extension until July 7, 2017. He explained that approval of the extension request Woodhaven was required to give quarterly updates on how each development was progressing. The correspondences from Woodhaven were the updates that the Board of Supervisors had requested.

Chairman Hartlaub asked Christine Gienski, Chair of the West Manheim Recreation Board had ever sponsored Hanover Little League. She answered that the Hanover Little League does not use the Rec. Park fields. The board passed on the request.

REC. BOARD REPORT: Christine Gienski, Chair, West Manheim Township Park & Recreation gave an overview of her report (copy on file). She informed the Board that they received two checks from the Southwest/York

Baseball Association. She explained the checks were for the extra field they used in the park and for the spring and fall seasons and two tournaments. They also informed Chris that they would be starting on the batting cages the Board approved last year.

**SOLICITOR REPORT:** Solicitor Walt Tilley reported that he has entered his appearance in the Wildasins' Zoning Hearing Board appeal. He explained that there is no action needed. He will now be receiving the notices instead of the prior solicitor. He explained that he and Marc have discussed some of the issues that the Board could be facing in the next couple of months.

**ENGINEER REPORT:** Christopher Toms, C. S. Davidson, gave an overview of his report (copy on file). He asked that the Board take action on a request from Reservoir Heights, LLC for public improvement security reductions on the following phases and sections of Reservoir Heights Subdivision.

1. Public Improvements Security Reductions for Reservoir Heights

- A. Phase 2 Section A – Reduced to \$155,132.45
- B. Phase 2 Section B – Reduced to \$140,614.10
- C. Phase 2 Section C – Reduced to \$143,860.20

Supervisor Ault asked the Township Engineer what work they completed in order to apply for the security reductions. The Township Engineer explained the work was done in stages. The work consisted of such things as additional sidewalk work, some landscaping and grading. He also explained there was also some substantial work that came later, like the placement of the binder course. Chris Toms Township Engineer noted that all three developments are at a stage where they are almost complete.

Supervisor Ault asked about the specification for construction and design, which requires compaction testing on the roads. Supervisor Ault wanted to know if the Township's Engineer had received any such reports. The Township Engineer explained that although there was paving done, the paving was prior to 2016. He explained that the construction that was done, was done to the requirements that were in place at the time this subdivision was approved. He believed the work occurred before the request for the compaction test reports was required.

A discussion took place on the construction materials specs and when or if they have been added to the Township's requirements. It was determined that the specification for construction and design were not included in this subdivision materials specification for these phases.

Chairman Hartlaub then asked for a motion to approve the request to reduce the security reduction for Reservoir Heights.

Supervisor Staaf made a motion to approve the request to reduce the public improvement security reductions for Reservoir Heights for Phase 2 Section A – Reduced to \$155,132.45, Phase 2 Section B – Reduced to \$140,614.10 and Phase 2 Section C – Reduced to \$143,860.20, seconded by Supervisor DeGennaro. Motion carried.

REPORTS:

1. Monthly Budget Review – Treasurer’s Report - December 2016
2. Chief of Police, Monthly Activity Report – December 2016
3. Public Works Report – December 2016
4. Pleasant Hill Volunteer Fire Co.-EMS Reports – December 2016
5. EMA Report – December 2016
6. Code Enforcement Officer Report – December 2016
7. Utilities Supervisor’s Report – December 2016
8. Community Room – December 2016
9. SEO Report – December 2016

Marc gave an overview of each department, but focused on the Monthly Budget Review portion of the reports.

Supervisor Ault wanted to know what the charges were for the seven that were filed at the Magistrate Office in the Code Enforcement Officer’s Report.

Supervisor Staaf made a motion to accept the Departments Reports, seconded by Supervisor Ault. Motion carried.

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

He did point out to the Board members that the joint bids for the inter-municipal bids will be opened at the Hanover Borough Council Chambers on Feb 1 at 5 p.m. He reminded the Board that at least one person will need to be at the joint bid opening, but when the bids are awarded, a quorum is required and that three people will need to be at the Borough on February 22 at 6 p.m.

Supervisor Staaf made a motion to accept the Manager’s Report seconded by Supervisor Ault. Motion carried.

OLD BUSINESS:

1. Potential Sewer System Sale- HRG proposal for Representation

Ms. Vicari of HRG came before the Board to answer any questions the Board members had about the potential sale of the Township’s sewer system. She reminded the Board members the last time that she was before them she gave an overview of the Valuation of West Manheim Township’s Wastewater Facilities and the Cost Benefit Analysis. She explained that she was here to answer any questions the Board might have as to what the process would look like, if the Board were to proceed with the sale of the wastewater assets. She also explained what type of control the Township would still have and insuring the customer of the Township would still be afforded sewer service at equitable rates and that the Township would still have some control of further development and expansion of the system.

The Board members then proceed to ask and Ms. Vicari answered questions about users’ rates, reserved sewer capacity, planning modules and waivers, time-frame for advertising and selling the system, tapping fees, etc. After the question and answer period it was decided that the Board needed information on Phase C on page 2 of the

Authorization for Additional Services Agreement and have some idea as to what the Township could expect for cost from the Township's engineer company, C.S. Davidson before proceeding.

NEW BUSINESS:

1. Tentative Shredding Dates – April 29 & October 21, 2017 from 9 a.m. to 12 noon

Chairman Hartlaub announced that the shredding dates for the Township shredding are April 29 and October 21, 2017 from 9 a.m. until 12 noon.

2. Approval to Purchase Police Cruiser

Marc Woerner reminded the Board that they had budgeted for a new police cruiser in the 2017 Budget. He explained that he received two quotes from New Holland Ford, which is a COSTARS member. He explained the vehicle that he and Chief Hippensteel looked at was a 2017 Sedan Police Interceptor with all-wheel drive. He explained the cost of the vehicle up-fitted with the appropriate equipment is \$30,803 with four annual payments of \$8,313.90. The first payment would be due at May or June. The Chief would do the decaling, which would cost about \$400.

Supervisor Staaf made a motion authorizing the purchase of the new police cruiser for a cost not to exceed of \$30,803, seconded by Supervisor Ault. Motion carried.

3. Tax Collector Compensation

Township Manager Marc Woerner recommended that the Board of Supervisors table the tax collector compensation until the next meeting.

Supervisor Ault made a motion to table the tax collector compensation, seconded by Supervisor DeGennaro. Motion carried.

4. Authorization to Purchase Shipping Containers for Storage for Public Works

Marc Woerner explained that public works would be moving up to the main office area and it will be necessary to start moving some of the tools and equipment. He explained this time of the year was a perfect time to start moving items from the old location to the new location so the Township is ready when it comes time for the sale of the old building.

Supervisor DeGennaro acknowledged that the Township Manager had investigated good pricing, but wonder what a good price would be. The Township Manager explained that for a pair of storage units, it was about \$6,000.

Supervisor DeGennaro made a motion authorizing the purchase of two shipping containers for storage for public works for the cost not to exceed \$7,000, seconded by Supervisor Staaf. Supervisors DeGennaro and Staaf voted yes, Supervisors Ault and Hartlaub voted no. Motion denied.

Supervisor Ault noted that he was not against purchasing the containers, he was just against purchasing them at this time.

#### SUBDIVISION PLANS:

##### A. EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Carl L & Glenn E. Gobrecht/David S. & Bethany L. Klinedinst Final Subdivision Plan  
(Review Time Expires 1/25/2017)

Supervisor Ault made a motion to grant the extension request for the Carl L & Glenn E. Gobrecht/David S. & Bethany L. Klinedinst Final Subdivision Plan until April 19, 2017, seconded by Supervisor Staaf. Motion carried.

##### B. ALL TO BE TABLED:

Joshua Hill Farm, 124 - lot Preliminary, The Warner Farm, 15-lot Preliminary, Preserves 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, Benrus Stambaugh et al, Land Development Plan, Northfield – Phase I 38 Lot SFD Preliminary Plan – Northfield Joint Venture, LLP, Carl L & Glenn E. Gobrecht/David S. & Bethany L. Klinedinst Final Subdivision Plan

In a motion by Supervisor Ault and seconded by Supervisor DeGennaro, the Board tabled all the following plans: Joshua Hill Farm, 124 - lot Preliminary, The Warner Farm, 15-lot Preliminary, Preserves 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, Benrus Stambaugh et al, Land Development Plan, Northfield – Phase I 38 Lot SFD Preliminary Plan – Northfield Joint Venture, LLP, Carl L & Glenn E. Gobrecht/David S. & Bethany L. Klinedinst Final Subdivision Plan. Motion carried.

#### SUPERVISORS AND/OR PUBLIC COMMENTS:

Carl Gobrecht asked why the Board wanted to sell the sewer system at this time and also questioned the \$14 million dollars the system is worth if it were to be sold. He expressed that he felt it was not a good idea.

Township Solicitor Walter Tilley asked the Board members to go back to the lease vehicle purchase of the police vehicle. He acknowledged that board members had authorized the purchase of the vehicle, but felt that the manner in which the vehicle is going to be paid for should be clarified.

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Supervisor Ault made a motion authorizing the Township Manager to act on behalf of the Township to enter into a lease/purchase agreement with Fulton Leasing Company, not to exceed \$8,313.90 annually for 4 years, which is option #2 under Fulton Company's Lease Quote, seconded by DeGennaro. Motion carried.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, February 2, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Regular Meeting - Tuesday, February 21, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m.

18. ADJOURNMENT: Supervisor Staaf made a motion to adjourn the Regular Meeting at 9 p.m., seconded by Supervisor DeGennaro. Motion carried.

Respectfully submitted,

Miriam Clapper  
Secretary