

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, March 21, 2017
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, March 21, 2017, at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Meeting to Order at 7 p.m., followed by the Pledge to the Flag and Invocation by Supervisor Ault.

ROLL CALL: Present were Supervisors Ault, Blettner, DeGennaro, Hartlaub, and Staaf. Also present were, Township's Solicitor Walter Tilley, III, and Township Engineers Chris Toms. The Township Manager was not present.

ANNOUNCEMENT: Chairman Hartlaub informed those present that the Board held an executive session before tonight's meeting to discuss personnel matters and will hold one on Thursday, March 30, 2017, 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 Staaf made a motion to approve the Minutes of the Board of Supervisors Work Session on Tuesday, March 2, 2017, seconded by Supervisor Blettner. **Motion carried.**

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

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

A. Penn DOT – Traffic Counting on Municipally Owned Roads

Supervisor Ault made a motion to accept the correspondence as received, seconded by Supervisor Staaf. **Motion carried.**

REC. BOARD REPORT: Christine Gienski, Chair of the West Manheim Township Park and Recreation Board gave an overview of her report (copy in Township file). Chair Gienski asked the Board if the Park and Recreation Board could use the room they meet in here at the Township building to store all the prize baskets the week prior to the Park's Easter Egg hunt. The Board saw no issue with the Park Board using the room. She also pointed out on her report that the Park Board nominated Jon Smith as a new board member. She asked the Board of Supervisors to officially appoint Mr. Smith to the West Manheim Township Park & Recreation Board.

Supervisor DeGannaro made a motion to appoint Mr. Jon Smith to the West Manheim Township Park & Recreation Board, seconded by Supervisor Ault. **Motion carried.**

Supervisor Blettner made a motion to accept the Rec. Board's report as presented by Chair Christine Gienski, seconded by Supervisor Staaf. **Motion carried.**

SOLICITOR REPORT: Solicitor Walter Tilley had nothing new to report.

ENGINEER REPORT: Christopher Toms, C. S. Davidson pointed out that each Board member received a draft copy of the specifications for roadwork to be done in 2017. Chris asked the Board for authorization to advertise the bid specifications pending the final edits by Supervisor Ault and Township Engineer, Chris Toms are completed.

Supervisor Ault made a motion for the Township's Engineer Chris Toms to advertise the Bid Specifications once the final edits are complete, seconded by Supervisor Blettner. **Motion carried**

A. Release of Royal Building, Inc Public Improvements Security for High Pointe at Rojen Farms – Phase 2A

Chris informed the Board members that High Pointe at Rojen Farms – Phase 2A Subdivision is complete and public improvements security for \$129,286.74 is ready to be released. He also informed the Board members that the Maintenance Bond is in place.

Supervisor Ault made a motion to release the Public Improvements Security in the amount of \$129,286.74 for High Pointe at Rojen Farms, Phase 2A Subdivision, seconded by Supervisor Staaf. **Motion carried.**

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

REPORTS:

1. Monthly Budget Review – Treasurer's Report - February 2017

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

2. Chief of Police, Monthly Activity Report – February 2017

The Chief of Police gave a brief overview of his report.

Supervisor Staaf made a motion to accept the Chief of Police, Monthly Activity Report, seconded by Supervisor Ault. **Motion carried.**

3. Public Works Report – February 2017

4. Pleasant Hill Volunteer Fire Co.-EMS Reports – February 2017

5. EMA Report – February 2017

6. Code Enforcement Officer Report – February 2017

7. Utilities Supervisor's Report – February 2017

8. SEO Report – February 2017

Supervisor Staaf made a motion to accept the Reports 1 thru 8, seconded by Supervisor Blettner. **Motion carried.**

MANAGER REPORT: Chairman Hartlaub announced that the Township Manager, Marc Woerner was attending a seminar in State College. He asked for a motion to accept the Manager's Report that was received in the Board packet and reviewed during the Caucus. (Copy on file)

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

At this point in the meeting, Supervisor DeGennaro indicated that the Board had discussed the LED street lights that was part of the Manager's Report during the Caucus and was wondering if the Board needed to make a motion authorizing the Township Manager to hire a lighting engineer at a cost of approximately \$800. He explained to those in the audience that throughout the Township there are approximately 26 street lights that are eligible for an upgrade to LED fixtures. Met-Ed is willing to do the upgrade at no expense to the Township; however, it is up to the Township to consider the lighting needs. He explained that the Township would need to hire a lighting engineer to determine the type of luminescence needed for each street light. The Board felt a motion was necessary.

Supervisor DeGennaro made a motion authorizing the Township Manager to hire a lighting engineer at a cost not to exceed \$800, seconded by Ault. **Motion carried.**

OLD BUSINESS:

A. Adoption of Resolution #2017-04 for the Police Cruiser

Chairman Hartlaub explained the Board is adopting a resolution to enter into a lease agreement with Fulton Bank for the police cruiser. He indicated that the Township would own the cruiser when the lease is completed in 4 years.

Supervisor DeGennaro made a motion to adopt Resolution #2017-04 for the police cruiser, seconded by Supervisor Blettner. **In a roll call vote, the motion carried.**

NEW BUSINESS:

A. Authorization to enter an agreement with a new electric supplier

Chairman Hartlaub explained that the Township will be entering into an agreement with a new electricity supplier to provide electric for the Township building. Supervisor Ault then read from the Manager's Report (copy on file) why the need to change and the estimated cost savings to the Township of \$22,000 over the next four years.

Supervisor DeGennaro made a motion authorizing the Manager to enter into an agreement with a new electric generation supplier, seconded by Supervisor Ault. **Motion carried.**

B. Memo from Hanover Borough concerning Petroleum Bid Withdrawal – H & F Tire

Chairman Hartlaub explained that one of the bidders had made a mistake and that they could not afford to sell motor oil at \$6.85 per gallon.

Supervisors Ault made a motion to accept the change of the wording of \$6.85 per quart, seconded by Supervisor Blettner. **Motion carried.**

- C. Approval - West Manheim Lions Club & Pleasant Hill Vol. Fire Company's Annual "Wine Tasting on the Hill"

Supervisor Staaf made a motion to approve the request of the West Manheim Township Lions Club for their joint fundraiser with Pleasant Hill Volunteer Fire Company "Wine Tasting on the Hill" to take place at the Pleasant Hill Fire Company Carnival Grounds on Saturday, September 23 and Sunday, September 24, 2017, seconded by Supervisors Blettner. **Motion carried.**

SUBDIVISION PLANS:

A. EXTENSION REQUEST:

Scott Barnhart of Burkentine and Sons Builders, Inc. along with Paul Minnich, solicitor for Burkentine and Sons Builders, Inc. and J. A. Myers Building and Development were present to give an update and request extensions for Wyndsong Point, Steeple Chase and Fox Run Village.

Mr. Barnhart acknowledged that Wyndsong Point and Steeple Chase, are plans that have been in the municipality for a long time. He explained that since the Plans were last reviewed, the NPDES regulations have changed, which requires new NPDES approvals through York County Conservation District along with any remaining engineering and outside agency approvals.

Supervisor DeGennaro asked why the plans had not been acted upon before now. Mr. Barnhart and Mr. Minnich explained the plans were part of the Permit Extension Act.

After discussing the various outstanding engineering and outside agency approvals, along with the necessary time frames, the Board of Supervisors decided to grant the extensions request for plans 1 through 4.

1. Burkentine & Sons (extension expires on March 21, 2017)
 - A. Wyndsong Point – Phase 2 – Final Plan (requesting an extension thru December 20, 2017)

Supervisor Ault made a motion granting an extension until June 21, 2017 on the condition that Burkentine and Sons Builders Inc. submit evidence that they have submitted their NPDES permit application and their security estimates for public improvements, seconded Supervisors DeGennaro. **Motion carried.**

2. J.A. Myers (Previously owned by S & A Homes extension expires on March 21, 2017)
 - A. Fox Run Village – Final Plan (requesting an extension thru June 21, 2017)

Supervisor Ault made a motion granting an extension until June 21, 2017 on the condition J.A. Myers Builders submit evidence that they have submitted their NPDES permit application and their security estimates for public improvements, seconded Supervisors Blettner. Motion carried.

3. Myer/Carter/Almega (extension expires on March 21, 2017)
 - A. Fuhrman Mill Heights – Final Plan (requesting an extension thru December 20, 2017)

Supervisor Ault made a motion granting an extension until June 21, 2017 on the condition Myer/Carter/Almega submit evidence that they have submitted their NPDES permit application and their security estimates for public improvements, seconded Supervisors DeGennaro. **Motion carried.**

4. Burkentine & Sons (extension expires on March 21, 2017)
 - A. Steeple Chase – Final Plan (requesting an extension thru December 20, 2017)

Supervisor Ault made a motion granting an extension until June 21, 2017 on the condition that Burkentine and Sons Builders Inc. submit evidence that they have submitted their NPDES permit application and their security estimates for public improvements, seconded Supervisors DeGennaro. **Motion carried.**

5. Northfield Joint Venture, LLP (extension expires on March 21, 2017)
 - A. Northfield – Phase I 38 Lot SFD Preliminary Plan – Northfield Joint Venture, LLP
(requesting an extension thru June 22, 2017)

Esch McCombie of McNees, Wallace & Nurick, LLC representative for Northfield Joint Venture, LLP was present to give an update and request an extension for Northfield, Phase I-38 Lot Preliminary Plan. Mr. McCombie informed the Board of the various issues that the Developer has been faced with such as, the housing market, a builder, and stormwater. After discussing some of the issues and the history of the Plan, it was decided that Northfield Joint Venture, LLP would submit a letter addressing the Township's Engineer's comments, along with a revised plan.

Supervisor Ault made a motion granting an extension until June 21, 2017 on the condition that Northfield Joint Venture, LLP that they submit a letter addressing the Township's Engineer's comments along with a revised plan, seconded Supervisors DeGennaro. **Motion carried.**

At this point in the meeting Solicitor Tilley informed the Chairman that the Secretary pointed out item #15 on the Agenda needed to be revisited. Solicitor Tilley turned the floor over to the Secretary.

The Secretary explained that she believed and wanted the Board to understand that they needed to make a motion to award the bid to supply #15-40 motor oil to PPC Lubricants at \$6.85 a gallon.

Supervisor DeGennaro made a motion to recognize that H & F Tire withdrew their awarded bid to supply #15-40 motor oil in drums and to award PPC Lubricants the bid to supply #15-40 motor for \$6.85 a gallon, 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 Staaf, 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:

Chairman Hartlaub asked if any Supervisor had anything further to discuss or if anyone from the Public wanted to come forward and received no reply.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, April 6, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Regular Meeting - Tuesday, April 18, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor DeGennaro made a motion to adjourn the Regular Meeting at 8:05 p.m., seconded by Supervisor Staaf. Motion carried.

Respectfully submitted,

Miriam Clapper
Secretary