

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

Regular Meeting

Tuesday, September 19, 2017  
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, September 19, 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, Blettner, Hartlaub, Shaulis, and Staaf. Also present were, the Township Manager Marc Woerner, and Township Solicitor Walter Tilley, III and Township Engineer Chris Toms. A quorum was present.

ANNOUNCEMENT: Chairman Hartlaub informed those present that the Board held an executive session before the meeting tonight to discuss on going labor negotiations.

PUBLIC COMMENTS ON AGENDA ITEMS: Chairman Hartlaub asked all present if anyone wanted to address the Board.

Mr. John Brunson 90 Sara Lane came before the Board to ask if any decision had been made by the Board to address his previous concern of the parking in front of the stop sign located at the corner of Sara Lane and Colonial Drive.

APPROVAL OF MINUTES: Supervisor Staaf made a motion to approve the Minutes of the Board of Supervisors Work Session on Thursday, September 7, 2017, seconded by Supervisor Blettner. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Board received no correspondences.

REC. BOARD REPORT: Kelli Reed was not present, so Township Manager Marc Woerner gave an overview of her report and noted that the Park and Recreation Board wanted to nominate Colleen Smith as a board member.

Supervisor Ault made a motion to appoint Colleen Smith to the West Manheim Township Park and Recreation, Board, seconded by Supervisor Shaulis. **Motion carried.**

Township Manager Marc Woerner also noted that the Recreation Board would like to post signs alerting the public to the Monarch friendly areas throughout the park. This would require the Rec Board to register with the Monarch Waystation Program. The cost to register is approximately \$33 and additional signs for the park would cost \$25.

Supervisor Staaf made a motion to grant the Recreation Board's request to register with the Monarch Waystation Program and purchase signage as needed, seconded Supervisor Ault. **Motion carried.**

The last item on the Park Board's report that needed approval was a request to move forward with the permanent baseball field fence with the submitted bid by A.L. Fence for \$4,000.

Supervisor Ault made a motion authorizing the installation of a chain link fence at the recreation park by A.L. Fence for the cost of \$4,000, seconded Supervisor Shaulis. **Motion carried.**

**SOLICITOR REPORT:** Solicitor Walter Tilley reported he was working on a revised application to be exempt from the per capita tax and an appeal filed by the Y.M.C.A. concerning property taxes. He reported that he received the relocated easement agreement for the property located at 2117 Baltimore Pike, where the property owners want to put a fence in the easement, along with filing a deed of dedication for Reservoir Heights.

**ENGINEER REPORT:** Christopher Toms, C. S. Davidson, gave an overview of his report (copy on file). He also reported that the township has three areas where sanitary sewer lines will need to be repaired because they are affecting the road in those areas. Those areas are Reservoir Heights Road, Menlena Drive and Fuhrman Mill Road. He explained that similar projects in other townships cost about \$150,000 to \$200,000 to do the repairs. He then went on to explain what is happening in those areas and what corrective action will take place.

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

**REPORTS:** (Copies in Township file)

1. Monthly Budget Review – Treasurer's Report - August 2017
2. Chief of Police, Monthly Activity Report – August 2017
3. Public Works Report – August 2017
4. Pleasant Hill Volunteer Fire Co.-EMS Reports – August 2017
5. EMA Report – August 2017
6. Code Enforcement Officer Report – August 2017
7. Utilities Supervisor's Report – August 2017
8. SEO Report – August 2017

Township Manager: Marc Woerner gave an overview of the monthly department reports, with Chief Hippensteel giving his along with EMA Director Mike Hampton giving his report.

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

**MANAGER REPORT:** Manager Marc Woerner informed the Board that he received some information concerning the Comcast Franchise Agreement that will expire in November since he filed his report (copy in Township file). The information comes from the Cohen Law Group and he is in the process of reviewing that information. He will have more information for the October work session.

OLD BUSINESS: None at this time.

NEW BUSINESS:

A. Motion to grant the request to have the Pleasant Hill Volunteer Fire Department provide assistance for the Hanover Halloween Parade October 26, 2017.

Supervisor Staaf made a motion granting the request to have the Pleasant Hill Volunteer Fire Department provide assistance for the Hanover Halloween Parade October 26, 2017, seconded by Supervisor Blettner. **Motion carried.**

B. Motion to Set Date and Time for Trick or Treat – October 24, 2017 from 6 p.m. to 8 p.m.

Supervisor Ault made a motion set the date and time for Trick or Treat October 24, 2017 from 6 p.m. to 8 p.m., seconded by Supervisor Shaulis. **Motion carried.**

C. Motion to approve the hiring of Joshua Gursky as part-time EMT

Supervisor Blettner made a motion to approve the hiring of Joshua Gursky as part-time EMT, seconded by Supervisor Staaf. **Motion carried.**

D. Motion to Approve the 2018 Minimum Municipal Obligation for Non-Uniformed Employees for \$209,648.00 and Uniform Employees for \$263,054.00

Supervisor Ault made a motion to approve the 2018 Minimum Municipal Obligation for Non-Uniformed Employees for \$209,648.00 and Uniform Employees for \$263,054.00, seconded by Supervisor Blettner. **Motion carried.**

E. Motion to place the Mobile Command Unit on Municibid

Supervisor Ault made a motion to place the Mobile Command Unit on Municibid with voting on the outcome, seconded by Supervisor Staaf. **Motion carried.**

SUBDIVISION PLANS:

A. ALL TO BE TABLED:

Harpers Hill, 20 Lot – Preliminary Plan, review time expires 10/30/2017; Benrus Stambaugh et al, Land Development Plan, review time expires 11/03/2017; Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 12/20/2017; Fuhrman Mill Heights, 1- lot, 34-Units-Final Plan, review time expires 12/20/2017; Fox Run Village, 25 - lot Final, review time expires 12/20/2017; Steeple Chase, 12-lot Final, review time expires 12/20/2017; Joshua Hill Farm, 124 - lot Preliminary, review time expires 01/07/2018; The Warner Farm, 15-lot Preliminary, review time

expires 01/07/2018; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 01/07/2018

Supervisor Ault made a motion to table to the date that is indicated for Harpers Hill, 20 Lot – Preliminary Plan, review time expires 10/30/2017; Benrus Stambaugh et al, Land Development Plan, review time expires 11/03/2017; Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 12/20/2017; Fuhrman Mill Heights, 1- lot, 34-Units-Final Plan, review time expires 12/20/2017; Fox Run Village, 25 - lot Final, review time expires 12/20/2017; Steeple Chase, 12-lot Final, review time expires 12/20/2017; Joshua Hill Farm, 124 - lot Preliminary, review time expires 01/07/2018; The Warner Farm, 15-lot Preliminary, review time expires 01/07/2018; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 01/07/2018, seconded by Supervisor Blettner. **Motion carried.**

**SUPERVISORS AND/OR PUBLIC COMMENTS:**

Chairman Hartlaub informed those attending the meeting that Supervisor DeGennaro had passed away and in lieu of flowers, he asked that donations go to York Habitat for Humanity, or to the York Health Foundation/Well Span, Cancer Patient Help Fund.

Supervisor Blettner made a motion to make a donation to York Habitat for Humanity for \$100 and a donation to the York Health Foundation/Well Span, Cancer Patient Help Fund for \$100, seconded by Supervisor Ault. **Motion carried.**

Mike Hampton EMA Director asked when negotiating the Comcast contract, the Board would include the Fire Department in negotiating free internet and TV service.

**NEXT SCHEDULED MEETINGS:** Supervisors Work Session – Thursday, October 5, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Regular Meeting – Tuesday, October 17, 2017 at 7 p.m. with Supervisors Caucus at 6 p.m.

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

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Miriam E. Clapper, Secretary

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Chairman