

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, October 17, 2017
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, October 17, 2017, at the Municipal Building at 2412 Baltimore Pike. Chairman Hartlaub called the Meeting to Order at 7:10 p.m., followed by the Pledge to the Flag and Invocation by Township Secretary, Miriam Clapper.

ROLL CALL: Present were Supervisors Blettner, Hartlaub, Shaulis, and Staaf. Also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III and Township Engineer Chris Toms. Supervisor Ault was not present. 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 and received no reply.

APPROVAL OF MINUTES: Supervisor Blettner made a motion to approve the Minutes of the Board of Supervisors Work Session on Thursday, October 5, 2017, seconded by Supervisor Staaf. **Motion carried.**

APPROVAL OF DISBURSEMENTS: Supervisor Blettner 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 a thank you note from the Guthrie Memorial Library thanking the Township for the \$6,000 donation.

Supervisor Blettner made a motion to accept the correspondence as listed, seconded by Supervisor Shaulis. **Motion carried.**

REC. BOARD REPORT: Kelli Reed was present to represent the West Manheim Township Recreation Board. Kellie gave an overview of her submitted report (copy of file). The Rec Board also wanted to know when the volleyball courts located in the Rec Park would be covered for the winter. Township Manager Marc Woerner will contact the Road Master to see when he has scheduled the courts covered for the winter.

Supervisor Staaf made a motion to accept the Recreation Board Report as submitted, seconded Supervisor Staaf.

SOLICITOR REPORT: Solicitor Walter Tilley had nothing new to add to his submitted report (copy on file).

ENGINEER REPORT: Christopher Toms, C. S. Davidson, had nothing new to add to his report (copy on file), but did point out on his report that the contractor for the Tracey Road project has submitted a partial application for payment. He informed the Board the application should be ready to be acted on at their next meeting.

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

REPORTS: (Copies in Township file)

- A. Monthly Budget Review – Treasurer's Report - September 2017
- B. Chief of Police, Monthly Activity Report – September 2017
- C. Public Works Report – September 2017
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – September 2017
- E. EMA Report – September 2017
- F. Code Enforcement Officer Report – September 2017
- G. Utilities Supervisor's Report – September 2017
- H. SEO Report – September 2017

Supervisor Staaf made a motion to accept the Reports A through H as submitted, seconded by Supervisor Blettner. **Motion carried.**

MANAGER REPORT: Manager Marc Woerner went over his submitted report (copy in Township file).

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

OLD BUSINESS: None at this time.

NEW BUSINESS:

A. Motion to Approve the Klugh Animal Control Services Contract for 2018

Supervisor Blettner made a motion to approve the Klugh Animal Control Services Contract for 2018, seconded by Supervisor Shaulis. **Motion carried.**

B. Motion to Approve the SPCA – 2018 Animal Care and Housing Agreement

Supervisor Blettner made a motion to approve the SPCA – 2018 Animal Care and Housing Agreement, seconded by Supervisor Shaulis. **Motion carried.**

C. 2018 Budget – Discussion

Chairman Hartlaub posed the question as where does the money come from.

Township Manager Marc Woerner gave a presentation using the Township zoning map to show how the Township is designed to protect agricultural, open space and farming. He then explained the five areas within the Township that makes up the tax base, with the largest area coming from residential and the smallest areas commercial/industrial. He then went through each line item explaining where the additional revenue comes from and the amounts the Township receives from those agencies. Explaining that some of revenue is a pass through and some of the revenue is earmarked for certain projects/departments.

After going through the revenue side of the 2018 Budget, Township Manager Marc Woerner gave a brief overview of capital projects that will need to be addressed in 2018 and beyond. He also pointed out those capital projects have been incorporated into the expenses side of the 2018 Budget under Inter-Fund Operating Transfer.

SUBDIVISION PLANS:

A. Motion to approve the extension request for Harpers Hill, 20 Lot – Preliminary Subdivision Plan through January 31, 2018.

Supervisor Blettner made a motion to grant the extension request for Harpers Hill, 20 Lot – Preliminary Subdivision Plan through January 31, 2018, seconded by Supervisor Staaf. **Motion carried.**

B. 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 Staaf 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:

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

ADJOURNMENT: Supervisor Shaulis made a motion to adjourn the Regular Meeting at 8:35 p.m., seconded by Supervisor Blettner. **Motion carried.**

Miriam E. Clapper, Secretary

Chairman