

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, December 19, 2017
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, December 19, 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 Supervisor Ault.

ROLL CALL: Present were Supervisors Ault, Blettner, Hartlaub, Shaulis, and Staaf. Also present were, the Township Manager Marc Woerner, 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 to discuss the potential sale of the sewer system. He also informed those present a special meeting will take place on December 26, 2017, at 10 a.m. for the purpose of adopting the 2018 Budget.

PUBLIC COMMENTS: Chairman 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 Meeting of December 7, 2017, seconded by Supervisor Blettner. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Township did not receive any correspondences.

REC. BOARD REPORT: Kelli Reed had nothing to report.

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

ENGINEER REPORT: Christopher Toms, C. S. Davidson, informed the Board members that he had received all the necessary documentation from Asphalt Paving System, Inc. along with their application for payment. Mr. Toms recommended that the Board approve the application for payment.

- A. Application for payment for the 2017 Road Projects/Tracey Road Low-Volume Road Grant in the amount of \$167,250.24

Supervisor Ault made a motion to approve the application for payment for the 2017 Road Projects/Tracey Road Low-Volume Road Grant in the amount of \$167,250.24, seconded by Supervisor Blettner. Motion carried.

Township Engineer Chris Toms also informed the Board that they would be moving forward with the Rec Park Grant Project at the park to provide some accessible trails and the Rec Fund will have some additional monies to start a playground. He then explained the decision he will need from the Board members is how much money from the Recreation Fund can go to the project. The grant is for \$82,000, the Board must match that grant. He explained with all the new developments in the Township there are additional funds that could be used for the playground project. He would like the Board to consider how much additional rec park money could be used towards the playground.

REPORTS: (Copies in Township file)

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

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

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

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

OLD BUSINESS:

- A. Fire Hydrant Ordinance

Motion to adopt Ordinance # 2017-02 an ordinance of West Manheim Township to establish a fire hydrant assessment on benefitted properties, and authorizing the setting of rates and the township’s preparation of billing statements for the same; setting collection procedures for the same; and authorizing enforcement, incidental action and the repeal of prior inconsistent ordinances

Supervisor Ault spoke to those present in the audience concerning how insurance companies apply rates to properties that have a fire hydrant located near those properties.

Supervisor Ault made a motion to adopt Ordinance #2017-02, seconded by Supervisor Shaulis. In a roll call vote the motion carried 5 yeses and 0 nays.

B. Stormwater Ordinance

Motion to adopt Ordinance #2017-03 an ordinance of West Manheim Township to establish a stormwater assessment on benefitted properties, and authorizing the setting of rates and the township's preparation of billing statements for the same; setting collection procedures for the same; and authorizing enforcement, incidental action and the repeal of prior inconsistent ordinances

Township Manager Marc Woerner explained that West Manheim Township is a MS4 municipality and should receive the permit in 2018. As part of the York Country Regional Chesapeake Bay Pollutant Plan., the regional reduction in those pollutants require funding so all participating municipalities are required to put in part of the funding. He explained that West Manheim Township portion is \$56,000. He explained that at the December 7, 2017, meeting the Board was presented with four rate options and the Board chose option three – Farming and Residential set at 1 ERU (4,500 sq. ft. of impervious surface). He continued to explain that commercial and institutional properties will be rated on this basis.

Supervisor Staaf made a motion to adopt Ordinance #2017-03, seconded by Supervisor Ault. In a roll call vote the motion carried 5 yeses and 0 nays.

C. Cable Franchise Ordinance

Motion to adopt Ordinance #2017-04 an ordinance of West Manheim Township authorizing execution of a cable franchise agreement between the Township and Comcast of southeast Pennsylvania, LLC and Comcast of Colorado/Pennsylvania/West Virginia, LLC

Supervisor Shaulis made a motion to adopt Ordinance #2017-04, seconded by Supervisors Blettner. Township Manger Marc Woerner indicated that the motion should give him signing rights of the Agreement.

Supervisor Shaulis amended his motion to adopt Ordinance #2017-04 and to give Township Manager Marc Woerner signing privileges for the Comcast Agreement, seconded by Supervisor Blettner. In a roll call vote the motion carried 5 yeses and 0 nays.

D. Motion to adopt the Resolution #2017-12 Authorizing the Appointment of Marc Woerner as the Township Manager

No vote was taken. It was decided to recess into an executive session at the end of the meeting.

E. Casino Resolution

Motion to adopt Resolution #2017-13, a resolution of the Board of Supervisors of West Manheim Township, York County, Pennsylvania, prohibiting the location of a Category 4 Licensed Facility within the Township.

Supervisor Ault made a motion to adopt Resolution #2017-13, seconded by Supervisor Blettner. Motion carried.

F. Potential Sewer System Sale

Supervisor Shaulis made a motion to engage the York Water Company in discussion to finalize the potential sale of the sewer system subject to a vote of the Board of Supervisors on a final agreement, seconded by Supervisor Staaf. In a vote of 4 to 1, Supervisors Blettner, Hartlaub, Shaulis and Staaf voting “yes” and Supervisor Ault voting “no”, the Motion carried.

NEW BUSINESS:

A. Motion to Continue PSATS Membership for 2018

Supervisor Blettner motion to continue PSATS Membership for 2018, seconded by Supervisor Blettner. Motion carried.

B. Motion to adopt Resolution #2017-14 to Establish the 2018 Real Estate Millage Rate, 2018 Street Tax Levy & Assigning 2018 Wage and Per Capita Tax Levy

Supervisor Ault made a motion to adopted Resolution #2017-14, seconded by Supervisor Blettner. Motion carried.

C. Motion to adopt Resolution # 2017-15 to allow the Transfer of Unencumbered Monies

Supervisor Ault made a motion to approve Resolution #2017-15, seconded by Supervisor Shaulis. Motion carried.

D. Motion to adopt Resolution #2017-16 to Establish the 2018 Fire Hydrant Assessment Rates

Supervisor Ault made a motion to adopt Resolution #2017-16, seconded by Supervisor Shaulis. Motion carried.

SUBDIVISION PLANS:

- A. Motion to approve the request from J. A. Myers for final plan approval for Fox Run Village, 25 - lot Final, review time expires 12/20/2017

Jeff Stough representing the J. A. Myers final plan for Fox Run Village was present to answer any questions the Board might have on the plan. He informed the Board that J. A. Myers engineer has addressed all engineer comments, with the exception of the bonding.

Chairman Hartlaub voiced his concerns with parking and would like to see no parking on the streets. After a brief discussion, it was agreed to allow parking only on one side of the street.

Supervisor Ault made a motion to give conditional approval of the plan upon posting the security bond in the amount of \$580,096.30 and requiring no parking signs on one side of the street, seconded by Supervisor Blettner. Motion carried.

B. EXTENSION REQUEST

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

Paul Minnich was present to represent the Wyndsong Pointe - Phase II, 15 - lot Final, Fuhrman Mill Heights, 1- lot, 34-Units-Final Plan, Steeple Chase, 12-lot Final Plan, and to give an up-dates on each plan and to address any concerns or questions that the Board might have on the extension requests.

Supervisor Blettner made a motion to grant the extension request through March 21, 2018, seconded by Supervisor Staaf. **Motion carried.**

No action taken on Fox Run Village due to previously being approved.

C. ALL TO BE TABLED:

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; 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; Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 01/31/2018; Benrus Stambaugh et al, Land Development Plan, review time expires 03/02/2018

Supervisor Ault made a motion to table to the date that is indicated 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; 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; Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 01/31/2018; Benrus Stambaugh et al, Land Development Plan, review time expires 03/02/2018, seconded by Supervisor Shaulis. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

It was brought to the Supervisors attention that no motion was made to approve the disbursements. Supervisor Blettner along with Supervisor Ault made a motion to approve the disbursement. See DISBURSEMENTS for official motion.

At 7:50 p.m. Supervisor Blettner made a motion to recess to an executive session, seconded by Supervisor Shaulis. **Motion carried.**

Township Engineer Chris Toms was excused from the meeting.

At 7:57 p.m. the Supervisors returned from the executive session.

Supervisor Ault made a motion to adopt the Resolution #2017-12 Authorizing the Appointment of Marc Woerner as the Township Manager, seconded by Supervisor Shaulis. **Motion carried,**

NEXT SCHEDULED MEETINGS: Supervisors - Re-Organizational Meeting for January 2, 2018 at 6:00 p.m. The Supervisors Work Session Meeting will start immediately following the Re-Organizational Meeting, with Supervisors Caucus at 5 p.m. Supervisor Regular Meeting – Tuesday, January 16, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor Ault made a motion to adjourn the Regular Meeting at 8:45 p.m., seconded by Supervisor Staaf. **Motion carried.**