

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS
YEAR 2018 RE-ORGANIZATION MEETING
TUESDAY, JANUARY 2, 2018
6:00P.M.

The 2018 Re-Organizational Meeting of the West Manheim Township Board of Supervisors was held on the above date and time at the Municipal Building at 2412 Baltimore Pike.

Before the meeting was called to order the following newly elected officials were sworn in by Township Secretary Miriam Clapper: Ruth Neiderer, Tax Collector; Norman Platt, Elected Auditor; Terry Rynearson, Township Supervisor and James Staaf, Township Supervisor.

ELECTION OF TEMPORARY CHAIRMAN

The Meeting was called to Order by Chairman Hartlaub, followed by the Pledge to the Flag and the Invocation by Township Secretary, Miriam Clapper.

ROLL CALL: Present were Supervisors Blettner, Hartlaub, Rynearson and Staaf, also present were Christopher Toms Township Engineer of C. S. Davidson, Inc., Walter Tilley, Solicitor of Stock and Leader and Manager Marc Woerner. Supervisor Ault was not present.

NOMINATE AND ELECT

At this point, Chairman Hartlaub turned the meeting over to Supervisor Staaf for the election of officers.

A. Chairman of the Board

Supervisor Blettner made a motion to nominate Supervisor Hartlaub as Chairman of the Board, seconded by Supervisor Rynearson. Motion carried.

B. Vice-Chairman of the Board

Chairman Hartlaub made a motion to nominate Supervisor Ault as Vice-Chairman of the Board, seconded by Supervisor Blettner. Motion carried.

Newly appointed Chairman Hartlaub introduced and welcomed the new elected officials.

2018 RE-ORGANIZATION APPOINTMENTS

A. Township Manager

Supervisor Staaf made a motion to appoint Marc Woerner as Township Manager and Zoning Officer, seconded by Supervisor Rynearson. The motion carried.

B. Secretary

Supervisor Rynearson made a motion to appoint Miriam Clapper as Township Secretary, seconded by Supervisor Blettner. The motion carried.

C. Treasurer

Supervisor Blettner made a motion to appoint Jeanette Lepley as Township Treasurer, seconded by Supervisor Staaf. The motion carried.

D. Chief of Police

Supervisor Blettner made a motion to appoint Tim Hippensteel as Chief of Police, seconded by Supervisor Staaf. The motion carried.

E. Roadmaster

Supervisor Rynearson made a motion to appoint Jeff Rummel as Roadmaster, seconded by Supervisor Staaf. The motion carried.

F. Code Enforcement Officer

Supervisor Staaf made a motion to appoint Heather Bair as Code Enforcement Officer, seconded by Supervisor Blettner. The motion carried.

G. Vacancy Board Chairman

Supervisor Rynearson made a motion to appoint John Berry as Vacancy Board Chairman, seconded by Supervisor Blettner. The motion carried.

H. Chief Administrative Officer of Pension Plan

Supervisor Blettner made a motion to appoint Harold Hartlaub as Chief Administrative Officer of Pension Plan, seconded by Supervisor Staaf. The motion carried.

I. Supervisors as Township employees and equipment operators

Supervisor Staaf made a motion to appoint Supervisors as Township employees and equipment operators, seconded by Supervisor Blettner. The motion carried.

2018 - APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES

A. Solicitor – Stock and Leader

Supervisor Staaf made a motion to reappoint Stock and Leader as Solicitor and accept their fee schedule, seconded by Supervisor Rynearson. The motion carried.

B. Engineer - C.S. Davidson

Supervisor Rynearson made a motion to reappoint C.S. Davidson as Township Engineer and accept their fee schedule, seconded by Supervisors Blettner. The motion carried.

C. Auditors - Stambaugh – Ness

Supervisor Blettner made a motion to reappoint Stambaugh - Ness as Auditors and accept their fee schedule, seconded by Supervisor Rynearson. The motion carried.

D. Zoning Hearing Board Solicitor - Joseph Kalasnik, PC

Supervisor Staaf made a motion to reappoint Joseph Kalasnik PC as Zoning Hearing Board Solicitor and accept his fee schedule, seconded by Supervisor Blettner. The motion carried.

E. Sewage Enforcement Officer - Group Hanover

Supervisor Staaf made a motion to reappoint Group Hanover as the Sewage Enforcement Officer and accept their fee schedule, seconded by Supervisor Rynearson. The motion carried.

F. Alternate Sewage Enforcement Officer – Patrick Buhl

No action taken.

G. Building Inspections - Middle Department Inspection Agency

Supervisor Rynearson made a motion to reappoint Middle Department Inspection Agency for Building Inspections and accept their fee schedule, seconded Supervisor Blettner. The motion carried.

2018 ADMINISTRATIVE MOTION ITEMS

A. Authorizing the following depository institution for Township accounts: - People's Bank

Supervisor Rynearson made a motion to authorize the following depository institution - People's Bank for Township Accounts, seconded by Supervisor Staaf. The motion carried.

B. Renew all existing Ordinances and Resolutions

Supervisor Staaf made a motion to renew all existing Ordinances and Resolutions, seconded by Supervisor Blettner. The motion carried.

C. Establish the dates and time for Board of Supervisors Meetings

- Work Session the First Thursday of the month at 7:00 P.M. Caucus at 6:00 P.M.
- Regular Meeting the Third Tuesday of the month at 7:00 P.M. Caucus at 6:00 P.M.

Supervisor Rynearson made a motion to establish the dates and times for the Board of Supervisors meetings, as Work Session the first Thursday of the month at 7 p.m., with Caucus at 6 p.m. Regular Meeting the third Tuesday of the month at 7 p.m., with Caucus at 6 p.m., seconded by Supervisor Blettner. The motion carried.

D. Establish the mileage reimbursement rate at the prevailing IRS rate of 54.5 cents

Supervisor Blettner made a motion to establish the mileage reimbursement rate at the prevailing IRS rate of 54.5 cents, seconded by Supervisor Staaf. The motion carried.

E. Establish the Manager's and the Township Secretary bonds

Supervisor Rynearson made a motion to establish the Manager's bond at and the Township Secretary's bond at \$500,000 each, seconded by Supervisor Staaf.

F. Establish the Treasurer's bond at \$3 million dollars

Supervisor Blettner made a motion to establish the Treasurer bond at \$3 million dollars, seconded by Supervisor Rynearson. The motion carried.

G. Resolution #2018-01 - Adopt the Fee Schedule for Services and Permits and Sewer Rates

Supervisor Blettner made a motion to adopt Resolution # 2018-01 the Fee Schedule for Services and Permits for 2018 as amended, seconded by Supervisor Rynearson. The motion carried.

H. Motion to adopt Resolution #2018-02 - A RESOLUTION OF THE TOWNSHIP OF WEST MANHEIM, YORK COUNTY, PENNSYLVANIA, ESTABLISHING THE 2018 STORMWATER ASSESSMENT FEES ON BENEFITTED PROPERTIES.

Supervisor Blettner made a motion to adopt Resolution #2018-02 setting the 2018 Stormwater assessment fees on benefitted properties, seconded by Supervisor Staaf. The motion carried.

The Re-Organization meeting was closed at 6:20 p.m.

REGULAR MEETING AGENDA

The Regular Meeting of the West Manheim Township Board of Supervisors was called to order by Chairman Hartlaub at 6:20 p.m.

Public Comment: Chairman Hartlaub asked if anyone in the audience wanted to make any comments and received no answer.

APPROVAL OF MINUTES: Supervisor Staaf made a motion to approve the Minutes from the Regular Board of Supervisor Meeting of Tuesday, December 19, 2017 and the Minutes from the Special Board of Supervisors Meeting of Tuesday, December 26, 2017, seconded by Supervisor Blettner. The motion carried.

CORRESPONDENCE: Chairman Hartlaub noted that the Township had received a request for re-appointment from Holly Zumbum to the Zoning Hearing Board.

APPROVAL OF DISBURSEMENTS: Supervisor Blettner made a motion to approve the Disbursements from all Funds as listed, seconded by Supervisor Rynearson. The motion carried.

ACTION ITEMS:

A. Re-Appointment to Zoning Hearing Board (5-Year Term)

1. Motion to re-appoint Holly Zumbum to the Zoning Hearing Board for a 5-year term ending December 31, 2022.

Supervisor Staaf made a motion to reappoint Holly Zumbum to the Zoning Hearing Board for a 5-year term ending December 31, 2022, seconded by Supervisor Blettner. The motion carried.

B. PSATS 96th Annual Conference – April 22-25, 2018 – Authorize Attendance and Appoint a Voting Delegate

Supervisor Blettner made a motion authorizing the attendance of any Supervisor who would like to attend the PSATS 96th Annual Conference and to nominate Supervisor Staaf as the Township's voting delegate, seconded by Supervisor Rynearson. The motion carried.

Supervisor Staaf made a motion authorizing the attendance of the Township Manager Marc Woerner to attend the Annual Conference, seconded by Supervisor Blettner. The motion carried.

C. Motion to adopt Resolution #2018-03 opposing HB 1620 - WIRELESS INFRASTRUCTURE DEPLOYMENT BILL

Supervisor Rynearson made a motion to adopt Resolution #2018-03 opposing HB 1620, seconded by Supervisor Blettner. The Motion carried.

DISCUSSION ITEMS:

EXTENSION REQUESTS PER DEVELOPER LETTERS:

- A. Extension Request from Marty Hill for Joshua Hill Farm, 124 - lot Preliminary, (review time expires 01/07/2018)
- B. Extension Request from Marty Hill for The Warner Farm, 15-lot Preliminary, (review time expires 01/07/2018)
- C. Extension Request from Marty Hill for Preserves at Codorus Creek IV, 79 - lot Preliminary (review time expires 01/07/2018)

Jim Piet representing Marty Hill Woodhaven Homes came before the Board to explain why Woodhaven is requesting the extensions for each of the Preliminary Plans. He pointed out in his letters to the Board members, that Woodhaven provided the phasing plan for Joshua Hill Farm, The Warner Farm and the Preserves at Codorus Creek that the Board requested. He pointed out in his letter that Woodhaven has hired a new engineering firm and the extension will allow for the new firm to do their necessary reviews.

Supervisor Blettner made a motion to grant the extension requests for Joshua Hill Farm, The Warner Farm, Preserves at Codorus until July 18, 2018, seconded by Supervisor Rynearson. Motion carried.

SUPERVISORS AND/OR PUBLIC COMMENTS:

Supervisor Staaf presented the Board with an award from the Hanover Area Young Marines for the YM PA Regimental Unit of the Year award as appreciation to the Township for the support has provided them.

NEXT SCHEDULED MEETINGS: Board of Supervisors Meeting Tuesday, January 16, 2018 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Work Session – Thursday, February 1, 2018 at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: The Meeting was adjourned at 6:45 p.m. in a motion by Supervisor Blettner, seconded by Supervisor Staaf. Motion carried.

Respectfully submitted,

Secretary

Chairman