

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

Regular Meeting

Tuesday, January 16, 2018  
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, January 16, 2018, 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, and Rynearson. Also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III and Township Engineer Chris Toms. Supervisor Staaf was not present. A quorum was present.

ANNOUNCEMENT: Chairman Hartlaub informed those present that the Board held an executive session before the meeting to discuss personnel issues and the potential sale of the sewer system.

PUBLIC COMMENTS: Chairman Hartlaub asked all present if anyone wanted to address the Board and received no answer.

APPROVAL OF MINUTES: Supervisor Blettner made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of January 2, 2018, seconded by Supervisor Rynearson. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Township received a letter from DEP informing the Board the Township would be receiving \$12,094 from the Act 101 Recycling Program Grant.

REC. BOARD REPORT: Kelli Reed representing the Recreation Board reported the Rec Board continues to review the plans for the playground with the Township Engineer. She also brought to the Board a request by a person who uses the dog park, to see if there could be some agility equipment placed in the Dog Park.

Chairman Hartlaub asked Chris Toms, Township Engineer if the parking areas for the park were ready. Chris Toms reported they were and then proceeded to give an overview of the DCNR Grant from his engineer's report dated January 2018 (copy in file).

Supervisor Ault made a motion to accept the Recreation Board Report as presented, seconded by Supervisor Rynearson. **Motion carried.**

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

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

ENGINEER REPORT: Chris Toms, C. S. Davidson, briefly went over his submitted report pointing out to the Board members that he had reviewed the request for the public improvements security reduction for High Pointe at Rojen Farms. Mr. Toms recommended that the Board grant the request.

- A. Public Improvements Security Reductions for High Pointe at Rojen Farms: South Section – Phases IIB & IIC to provide a remaining balance of \$1,155,861.30

Supervisor Ault made a motion to grant the request to release public improvements security reductions in the amount of \$1,397,165.00 for High Pointe at Rojen Farms: South Section – Phases IIB & IIC to provide a remaining balance of \$1,155,861.30, seconded by Supervisor Rynearson. **Motion carried.**

Township Engineer Chris Toms also reviewed with the Board what road projects they might want to consider for 2018. No action needed at this time.

REPORTS: (Copies in Township file)

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

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

Chief Hippensteel approached the Board members and thanked the Board and Township Manager, Marc Woerner for the decisions that were made with the budget for his department's need.

MANAGER REPORT: Manager Marc Woerner had one addition to his submitted report (copy in Township file). He informed the Board through an audit conducted by Penn Waste it was noted that two properties that border the Maryland line currently do not have trash service. Access to these two properties is only through Maryland. Penn Waste has informed the Township they would not be providing trash service to these properties because of the access driveway located in Maryland and issues with truck routing.

Supervisor Ault reminded the Board that the Township has a trash collection ordinance. Penn Waste has a contract with the Township making it their responsibility to provide all Township residents with trash service. After discussing the issue, it was decided that it is Penn Waste's responsibility to provide service to the two properties. How they provide that service is their responsibility.

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

OLD BUSINESS:

A. Adoption of Resolution #2018-04 Fee Schedule

A discussion on some of the changes to the Fee Schedule Resolution took place with Chairman Hartlaub asking for a motion to adopt Resolution #2018-04.

Supervisor Ault made a motion to adopt Ordinance #2018-04 Fee Schedule with authorized changes, seconded by Supervisor Rynearson. In a roll call vote of the present Supervisors, the motion carried with four yeas and 0 nays.

NEW BUSINESS:

A. Appoint Alternate Sewage Enforcement Officer

Supervisor Ault made a motion to appoint Hanover Land Services as the alternate sewage enforcement officer with the exception that they meet the pricing of the current sewage enforcement officer, seconded by Supervisor Blettner. **Motion carried.**

SUBDIVISION PLANS:

A. EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Request from J.A. Myers & Jodi M. Divido-Myers for Harper's Hill – 20 Lot Preliminary Plan  
*(Review Time Expires 01/31/2018)*

Robert Sharrah of Sharrah Design Group was present to update, answer any questions and ask for the extension request on the J. A. Myers & Jodi M. Divido-Myers- Harper's Hill – 20 Lot Preliminary Plan.

Supervisor Ault made a motion granting an extension for J.A. Myers & Jodi M. Divido-Myers for Harper's Hill – 20 Lot Preliminary Plan though August 22, 2018, Supervisor Blettner. Motion carried.

B. ALL TO BE TABLED:

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; Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 03/21/ 2018; Fuhman Mills Heights 1-Lot 34 Units Final, review time expires 03/21/ 2018; Steeple Chase, 12-lot Final, review time expires 03/21/ 2018; Joshua Hill Farm, 124 - lot Preliminary, review time expires 07/18/2018; The Warner Farm, 15-lot Preliminary, review time expires 07/18/2018; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 07/18/2018

Supervisor Ault made a motion to table to the date that is indicated 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; Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 03/21/ 2018; Fuhman Mills Heights 1-Lot 34 Units Final, review time expires 03/21/ 2018; Steeple Chase, 12-lot Final, review time expires 03/21/ 2018; Joshua Hill Farm, 124 - lot Preliminary, review time expires 07/18/2018; The Warner Farm, 15-lot Preliminary, review time expires 07/18/2018; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 07/18/2018, seconded by Supervisor Blettner. **Motion carried.**

**SUPERVISORS AND/OR PUBLIC COMMENTS:** Chairman Hartlaub asked all present if anyone wanted to address the Board and received no answer.

**NEXT SCHEDULED MEETINGS:** Supervisors Work Session – Thursday, February 1, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, February 20, 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 and go into an executive session at 8:25 p.m., seconded by Supervisor Rynearson. **Motion carried.**

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Miriam E. Clapper, Secretary

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Chairman