

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, April 17, 2018
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, April 17, 2018, at the Municipal Building at 2412 Baltimore Pike, Hanover, PA 17331. 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 Blettner, Hartlaub, Rynearson and Staaf. Also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III and Township Engineer Chris Toms. Supervisor Ault left the meeting immediately following the Invocation. A quorum was present.

ANNOUNCEMENT: Chairman Hartlaub announced that an executive session was held before the meeting to discuss personnel issues.

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 April 5, 2018, seconded by Supervisor Rynearson. **Motion carried.**

APPROVAL OF DISBURSEMENTS: Supervisor Rynearson 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 no correspondences.

REC. BOARD REPORT: Kelli Reed representing the Recreation Board pointed out in her report that she did not include the list of donors that she wanted to thank for their contribution to the success of the Easter Egg Hunt (copy in file). She also pointed out when she submitted her report, dates had not been set for the community yard sale. They have since set the 29th and 30th of June to hold the community yard sale. She informed the Board that the PennMar Radio Club would be holding their annual radio event at the park again this year on the 23th and the 24th of June. She informed the Board that she had been approached by the Hanover Cyclers requesting to set up a water station at the entrance to the park on May 20 for a cross-country tour bike ride. She brought it before the Recreation Board and they were in support of letting the Hanover Cyclers set up the water station.

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

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

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

ENGINEER REPORT: Chris Toms, C. S. Davidson, had nothing new to add to his submitted report (copy on file), but informed the Board members that Fuhrman Mill Road continues to settle to the point that it needs repair. He reminded the Board that they had previously discussed three potential sewer repair projects, Fuhrman Mill Road, Oak Hills Drive and Menlena Circle. Township Engineer Chris Toms pointed out that Fuhrman Mill Road continues to get worse and asked the Board if they would like to go ahead with any type of repairs. The repair that C.S. Davidson is recommending is beyond the equipment that the Township owns. He wanted to know if the Township wanted to make the repair and if so does the Township want to put it out for bids.

After discussing repairing Fuhrman Mill Road Chairman Hartlaub asked for a motion to put the Fuhrman Mill Road, Oak Hills Drive and Menlena Circle for bids.

Supervisors Staaf made a motion authorizing the advertising of the bid specifications for the repairs to Fuhrman Mill Road, Oak Hill Drive and Melena Circle, seconded by Supervisor Rynearson. **Motion carried.**

REPORTS: (Copies in Township file)

- A. Monthly Budget Review – Treasurer's Report - February/March 2018
- B. Chief of Police, Monthly Activity Report – February/March 2018
- C. Public Works Report – February/March 2018
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – February/March 2018
- E. EMA Report – February/March 2018
- F. Code Enforcement Officer Report – February/March 2018
- G. Utilities Supervisor's Report – February/March 2018
- H. SEO Report – February/March 2018

MANAGER REPORT: Manager Marc Woerner gave an overview of his submitted report (copy on file). He then informed the Board members of an upcoming event that the York Adam Tax Bureau would be hosting on May 2, 2018. He let board members know that he and Township Treasurer Jeanette Lepley would be attending and wanted to know if any of the Supervisors wanted to attend. Terry Rynearson raised his hand to attend.

Township Manager Marc Woerner informed the Board the Hanover Borough is asking for the Supervisors support for their 2018 grant application by the Hanover Borough to PA Department of Conservation and Natural Resources (DCNR) to help fund its municipal Open Space and Recreation Plan. He explained that he had a letter ready if the Board wish to show their support. He read the letter to the Board and those present in the audience (copy on file).

Supervisor Staaf made a motion to support the Hanover Borough 2018 grant application to the DCNR, seconded by Supervisor Blettner. **Motion carried.**

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

Supervisor Blettner expressed that he would like the Board of Supervisor to retain the Suburban and place just the 1998 Crown Victoria on Municibid. The Township Manager Marc Woerner asked that the 2002 Mack truck also be placed on Municibid.

Supervisor Blettner made a motion to retain the Suburban and to advertise the 1998 Crown Victoria and the 2002 Mack on Municibid, Supervisor Rynearson. **Motion carried.**

Supervisor Blettner made a motion to accept the Engineer's Report, all department reports A through H and Section 12 of the Manager's Report, seconded by Supervisor Rynearson. **Motion carried.**

OLD BUSINESS:

- A. Motion to adopt Resolution No. 2018-06 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford Utility Police Interceptor/Vin: 1FM5K8AR6JGA32600

Supervisor Blettner made a motion to adopt Resolution No. 2018-06 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford Utility Police Interceptor/Vin: 1FM5K8AR6JGA32600, in the amount of \$33,934.00, seconded Supervisor Rynearson. **Motion carried.**

- B. Motion to adopt Resolution No. 2018-07 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford Utility Police Interceptor/Vin: 1FM5K8AR6JGA32592

Supervisor Blettner made a motion to adopt Resolution No. 2018-06 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford Utility Police Interceptor/Vin: 1FM5K8AR6JGA32592, in the amount of \$33,606.00, seconded Supervisor Staaf. **Motion carried.**

- C. Motion authorizing the Township Manager to sign the lease documents for the previously approved 2018 F550 purchase

Township Manager Marc Woerner informed the Board that when they approved the purchase of the F550 they did not authorize him to sign the lease purchase documents.

Supervisor Blettner made a motion authorizing the Township Manager to sign the lease documents for the previously approved 2018 F550 purchase, seconded by Supervisor Rynearson. **Motion carried.**

NEW BUSINESS:

A. Memo from PSATS – Subject: 2018 Proposed Resolutions and Nominations Report

Supervisor Staaf explained the 2018 Proposed Resolutions and Nominations Report are a list of items that he will be voting on as the Township voting delegate. He asked if any board member had something that he felt he should vote for or against to let him know before he attends the Conference.

B. Letter from Karin L. Wirtz, 480 Pumping Station Road – Clogged Sewer Main

Supervisor Blettner asked Township Engineer Chris Toms to elaborate on what happened at 480 Pumping Station Road; however, Township Manager Marc Woerner asked to give the background on what happened. He explained that the property owner had a clogged drain, which caused the water in her washing machine to back-up through the toilet, overflowing on to the first floor and into the basement. She was submitting the invoice for payment from her plumber.

At this point, the Township Engineer Chris Toms explained the clog was in the lateral not in the main. He explained that the lateral comes from the house and drops vertically for a significant distance into the main. He explained in most projects there is a clean out at the end of the right-of-way either in the street or in the right-of-way if it goes off the street. In this case, the clean out was directly above the main. He explained that her property was connected to public sewer as part of the deemed approved Colonial Hills subdivision, before things got reviewed the way they do now and to expect more of these issue from the development in the future since it was a deem approval subdivision. He suggested revising the Township Ordinance to address any future issue like this.

After discussing the issues, Chairman Hartlaub asked the Board members what they wanted to do. Supervisor Staaf felt the Township should approve the payment to Ms. Wirtz plumber and Supervisor Blettner agreed.

Supervisor Staaf made a motion approving the payment to Regal, Inc. on Mrs. Wirtz's behalf, in the amount of \$744.00 to be paid out of the Sewer Fund for work that was done at 480 Pumping Station Road for a clogged sewer lateral, seconded by Supervisor Rynearson. **Motion carried.**

SUBDIVISION PLANS:

A. Waiver Request J.A. Myers & Jodi M. Divido-Myers – Harper's Hill - 20 Lot Preliminary Plant

Bob Sharrah from Sharrah Design Group, Inc. was present on behalf of the applicant to answer any questions or concerns that the Board members might have on the plan or his waiver request. He then explained why he was asking for the three waivers.

1. §235.46.D.3 to allow a vertical curve in a street design having a length less than 200'. The length provided for the curve in question is 190'; which we believe to be a diminimus deviation from the stated 200' requirement.

Supervisor Blettner made a motion to grant the waiver request §235.46.D.3 to allow a vertical curve in a street design having a length less than 200' allowing for the vertical curve of 190 feet in length, seconded by Supervisor Staaf. **Motion carried.**

2. §235.46.E.3 to allow the separation distance between streets intersecting a collector street (Pumping Station Road) to be less than 500'. In this case, they do not own adequate frontage to attain the required distance. The separation distance provided is approximately 375'.

Mr. Sharrah stated that the deviation is diminimus with little recourse due to not only lot frontage constraints, but also environmental constraints.

Supervisor Blettner made a motion to grant the waiver request §235.46.E.3 to allow the separation distance between streets intersecting a collector street (Pumping Station Road) to be less than 500' to allow for the separation distance of 375 feet, seconded by Supervisor Rynearson. **Motion carried.**

3. §221.11.K to allow stormwater management facilities within the zoning ordinance required setback lines.

Mr. Sharrah stated that the proposed design will have no adverse impact on the general public health, safety and welfare.

Supervisor Blettner made a motion to grant the waiver request §221.11.K to allow stormwater management facilities within the zoning ordinance required setback lines. **The motion failed due to lack of a second.**

B. ALL TO BE TABLED:

Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 05/04/ 2018
Steeple Chase, 12-lot Final, review time expires 05/04/ 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
Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 08/22/2018

Supervisor Blettner made a motion to table to the date that is indicated Wyndsong Pointe - Phase II, 15 - lot Final, review time expires 05/04/ 2018; Steeple Chase, 12-lot Final, review time expires 05/04/ 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; Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 08/22/2018, seconded by Supervisor Rynearson. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Hartlaub asked all present if anyone wanted to address the Board and Mr. Owen Welsh approached the Board members to bring his concerns and to ask a variety of questions.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, May 3, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, May 15, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Supervisor Staaf made a motion to adjourn the Regular Meeting and go into an executive session to discuss personnel matters at 8:30 p.m., seconded by Supervisor Blettner. **Motion carried.**

Miriam E. Clapper, Secretary

Chairman