

# WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

## WORK SESSION

**Thursday, May 3, 2018 - 7:00 p.m.**

Chairman Hartlaub called the Work Session 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, Rynearson and Staaf, Solicitor Walter Tilley, III, Township Manager Marc Woerner and Township Engineer Chis Toms.

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

PUBLIC COMMENTS: Chairman Hartlaub asked all present if anyone wanted to address the Board and Mr. Mike Hampton EMA Director indicated he would like to discuss the new cards the Board members received.

APPROVAL OF MINUTES: Supervisor Staaf made a motion to approve the Minutes of the Work Session Meeting of Tuesday, April 17, 2018, seconded by Supervisor Rynearson. **Motion carried.**

### CORRESPONDENCE:

Chairman Hartlaub noted the Board received no correspondences.

### APPROVAL OF DISBURSEMENTS:

The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Ault, seconded by Supervisor Blettner. **Motion carried.**

### ACTION/DISCUSSION ITEMS:

A. Letter from South Western Recreation Commission asking for monetary support for the playground program.

Chairman Hartlaub indicated that in the years he had served on the Board of Supervisors he did not recall anytime the Township donated to the South Western Recreation Commission for the playground program. The Board did not take action on the request.

B. Motion to approve the hiring of Adam Dell as part-time EMT

Township Manager Marc Woerner informed the Board members that the fire company had interviewed Mr. Dell, that he did a follow-up interview and that Mr. Dell had passed all the required background checks.

Supervisors Ault made a motion to approve the hiring of Adam Dell as a part-time EMT, seconded by Supervisor Blettner. **Motion carried.**

C. Motion to appoint a representative to serve on the Local Government Committee as requested by York County Planning Commission

Township Manager Marc Woerner explained that York County Planning Commission is requesting that the municipalities of York County send a representative to attend four to six meeting for one year to discuss the MS4 program.

Scott Barnhart who sits on the committee for the Storm Water Authority for York County explained the committee meets once a month and he urged the Board to send a representative to the meeting. He explained that it is a monumental task and it could change the way the County handles storm water.

Supervisor Rynearson volunteered to representative the Township on temporary basis.

Supervisor Ault made a motion to appoint Supervisor Rynearson to representative on the Local Government Committee for West Manheim Township, seconded by Supervisor Staaf. **Motion carried.**

D. Motion to grant the request for final plan approval from Hanover Land Services for Wyndsong Pointe - Phase II, 15 - lot Final Plan

Scott Barnhart representing the developer of Wyndsong Pointe was present to request final approval of Wyndsong Pointe. He informed the Board members that they had met all the conditions to receive final approval.

Township Engineer Chris Toms reminded board members that the plan had been around for a while and all that remained was the posting of security, payment of recreation fees, and signatures. They were also required to get a NPDES permit, which they did get. He recommended final approval.

Supervisor Ault made a motion to grant the request for final plan approval for Hanover Land Services for Wyndsong Pointe Phase II, 15 – lot Final Plan, seconded by Supervisors Blettner. **Motion carried.**

E. EXTENSION REQUEST PER DEVELOPER LETTER:

1. Motion to approve the extension request from Hanover Land Services for Steeple Chase, 12-lot Final, August 22, 2018.

Scott Barnhart representing the developer of Steeple Chase, 12-lot Final, was present to answer any question that the Board member had on Steeple Chase Final Subdivision Plan. He explained they are currently waiting on the NPDES. He explained that he received a call from the Conservation District with concerns about the construction and the sequencing of events. The developer has gone back to their engineer to try to rework the plan. He explained that there is a naturally occurring stream crossing, a stream crossing a road, an existing road,

a proposed basin, proposed septic in-house and they are having trouble fitting everything in the designated area. He hopes to have the plan back before the Board in a month or two.

Supervisor Ault asked the Township Engineer what a fair time would be to engineering work done. Township Engineer Chris Toms agreed with Scott Barnhart that it could take a month or two to get the engineering work done and then to get the district to review it, he would say two months would be reasonable.

Supervisor Ault made a motion to approve the extension request for Steeple Chase, 12-lot Final through August 3, 2018, seconded by Supervisor Blettner. **Motion carried.**

#### F. Motion to award 2018 Street Projects

Supervisor Ault informed those present that the Township had four contractors bid on base repairs for Fairview Drive, one bid at \$89,840, second bid at \$97,600, third bid at \$111,648 and the fourth bid at \$228,112. After reading the bids, Supervisor Ault proceeded to make a motion to award the bid.

Supervisor Ault made a motion to award the bid for the base repair to Stewart & Tate, Inc. in the amount of \$89,840, seconded by Supervisor Rynearson. **Motion carried.**

Supervisor Ault again informed those present that the Township had two contractors bid on the oil and chip treatment on 12 roads throughout the Township, one for \$219,929.31 and one for 274,239.88. He then proceeded to make a motion to award the bid.

Supervisor Ault made a motion to award the bid to Russell Standard Hammaker East in the amount of \$219,929.31, seconded by Supervisor Rynearson. **Motion carried.**

Township Engineer clarified that the oil and chip treatment would be on 9 roads throughout the Township.

#### DISCUSSION ITEMS

Township Manager Marc Woerner announced to those present that the Township received a clean audit for the reporting year of 2017 from the auditing firm Stambaugh and Ness. This was the second consecutive year the Township received a clean audit. He also noted the Township has received the signed Cable Franchise Agreement.

He informed the Board members that he was able to renegotiate the price of the approved 2018 F550 at a lower cost of \$78,023, instead of \$82,000.

He also informed the Board that Jeff Shue, Director of Municipal Services used the Township's mission and goals statement at a seminar Mr. Shue facilitated at PSATS called Creating Credibility within Your Community. Supervisor Rynearson added that he attended the seminar and that Mr. Shue felt the issue of credibility could be enhanced if more townships and municipalities adopted a mission and goals statement. Mr. Shue was impressed to see the Township's mission and goals statement of the back of the Supervisors' business cards.

Township Manager Marc Woerner reminded the Board member that he was given direction to keep the 2003 F550 as a spare. He explained that it was due for an inspection. He had the inspection done and he had an estimate from New Oxford Mechanical for items that needed to be repaired. After discussing the estimate for repairs, it was decided to table the F550 repairs. Supervisors Ault stated that he would contact New Oxford Mechanical regarding the necessary repairs.

Supervisor Ault made a motion to table the 2003 F550, seconded by Supervisor Staaf. Motion carried.

**SUPERVISORS AND/OR PUBLIC COMMENTS:** Chairman Hartlaub asked all present if anyone wanted to address the Board and Mike Hampton stepped forward to inform the Board members that he recently updated the enrollment list of EMA and First Responders and Resource Personnel. He then sent the updated list to the County and the County then sent the information to PEMA, which lead to everyone receiving new cards.

He also brought to Township attention that the County went to a new radio system. He is still having problems with receiving the proper radio equipment.

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

**ADJOURNMENT:** The Meeting was adjourned at 7:45 p.m. in a motion by Supervisor Ault, seconded by Supervisor Staaf. **Motion carried.**

Respectfully submitted,

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Miriam Clapper, Secretary

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Chairman