

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

Regular Meeting

Tuesday, June 19, 2018  
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, June 19, 2018, at the Municipal Building at 2412 Baltimore Pike, Hanover, PA 17331. 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, Ryneerson and Staaf, also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III and Cory McCoy Engineer with C.S. Davidson. 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 reply.

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of June 7, 2018, seconded by Supervisor Ryneerson. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Board received no correspondences.

REC. BOARD REPORT: Kelli Reed representing the Recreation Board had nothing new to add to her written report (copy on file).

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 submitted report from the Township Solicitor, seconded by Supervisor Staaf. **Motion carried.**

ENGINEER REPORT: Cory McCoy, C. S. Davidson, pointed out on the submitted report (copy on file) of Chris Toms, Township Engineer that C.S. Davidson had received a request for a security reduction from Burkentine and Sons for High Pointe at Rojen Farms.

- A. Motion to approve the request for Public Improvements Security Reduction #3 for High Pointe at Rojen Farms: South Section – Phases IIB & IIC to provide a remaining balance of \$505,443.40

Supervisor Ault made a motion to release \$524,546.90 back to High Pointe at Rojen Farms, Burkentine and Sons to provide a remaining balance of \$505,443.40, seconded by Supervisor Rynearson. **Motion carried.**

Cory McCoy also pointed to Township Engineer Chris Toms' report asking for confirmation on the additional funds that the Township is willing to allocate to the recreation park.

Township Manager Marc Woerner explained the Township had previously approved \$100,000.00. He then explained the Township had received a DCNR Grant in the amount of \$164,000.00, and the Township was required to match the Grant in the amount of \$82,000.00. He explained by the time the Rec Board made the decision on the types of playground equipment that they wanted and would meet the Americans with Disabilities Act, the costs were higher than anticipated. He asked if the was willing to release more money for the playground. If they were not, the Rec Board and the Engineer would make the previous amount allocated work within the scope of the grant project..

After some discussion, Chairman Hartlaub asked for a motion to approve the previously approve amount of \$100,000.

Supervisor Rynearson made a motion to approve for development and for the purchase of playground equipment for the Rec Park in the amount of \$100,000 out of the recreation funds, seconded by Supervisor Blettner. In a vote of three to two, the **Motion carried.** Supervisors Ault and Staaf were opposed.

REPORTS: (Copies in Township file)

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

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

MANAGER REPORT: Township Manager Marc Woerner gave an overview and answered any questions the Supervisors had about his submitted report (copy on file).

Supervisor Rynearson made a motion to accept the submitted report from the Township Manager, seconded by Supervisor Staaf. **Motion carried.**

OLD BUSINESS:

- A. Motion to authorize advertising the Quality of Life Ordinance -TABLED

AN ORDINANCE TO PROVIDE FOR THE ISSUANCE OF TICKETS FOR THOSE OFFENSES AS DEFINED BY RESOLUTION RATHER THAN CITATIONS AS THE INITIAL FORM OF DUE PROCESS THEREBY PROMOTING THE BEST INTEREST OF THE RESIDENTS OF THE TOWNSHIP OF WEST MANHEIM BY PERMITTING THE RESOLUTION OF AN ALLEGED VIOLATION IN AN EXPEDITIOUS FASHION WITHOUT RESORTING TO THE COURTS TO RESOLVE THE MATTER.

- B. Potential purchase of a lawn mower for the Recreation Park

Supervisor Ault asked Township Manager, Marc Woerner to give an update on the three lawn mowers and cost of that he had requested for this meeting. Township Manager Marc Woerner proceeded to explain that the Board had asked him to get prices on a Ferris, Exmark and Kubota all zero turn lawnmowers. Those prices are: Kubota ZD1211-72, \$13,377; Exmark diesel \$17,439; and Ferris model gas engine \$11,649.

Supervisor Ault made a motion to purchase the Kubota ZD1211-72 for \$13,377, seconded by Supervisor Blettner. **Motion carried.**

After approving the purchase of the zero-turn lawn mower, Chairman Hartlaub explained to those present that a new larger trailer to haul both Township's zero turn mowers would need to be purchased. The cost of the larger trailer is \$4,999.

Supervisor Ault made a motion to purchase the trailer to haul both mowers, seconded by Supervisors Rynearson. **Motion carried.**

NEW BUSINESS: Chairman Hartlaub indicated there was no new business to discuss.

SUBDIVISION PLANS:

- A. Bob Sharrah request for signatures on a Revised Plan for Auchey Acres Final Plan

Mr. Sharrah was not present. Cory McCoy Engineer with C.S. Davidson explained to the Board members in Mr. Sharrah's absence that two notes were on the cover sheet of the previously approved Auchey Acres Final Plan in error. He explained under the WEST MANHEIM TOWNSHIP NOTES on the original plan number 1 refers to "High Pointe at Rojen Farms Homeowners Association" and number 17 refers to a requirement for individual residential pole lights, which was removed.

Township Solicitor Walter Tilley explained that the Planning Commission needed to approve and sign the plan before the Board of Supervisor could act on the plan.

Supervisor Ault made a motion to table the request, Supervisor Blettner. **Motion carried.**

**B. ALL TO BE TABLED:**

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  
Steeple Chase, 12-lot Final, review time expires 08/03/2018  
Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 08/22/2018

Supervisor Ault made a motion to table to the date that is indicated Steeple Chase, 12-lot Final, review time expires 08/03 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 Blettner. **Motion carried.**

**SUPERVISORS AND/OR PUBLIC COMMENTS:** Chairman Hartlaub asked all present if anyone wanted to address the Board and received no reply. He then asked the Chief of Police Timothy Hippensteel to come forward to present him with a plaque thanking him for his 30 years of service to his fellow officers and the Township. Officer Snyder also came forward and presented the Chief with a shadow box for his years of service. Chief Hippensteel thanked everyone.

**NEXT SCHEDULED MEETINGS:** Supervisors Work Session – Thursday, July 5, 2018, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, July 17, 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 at 7:55 p.m., seconded by Supervisor Rynearson. **Motion carried.**

---

Miriam E. Clapper, Secretary

---

Chairman