

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, August 21, 2018
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, August 21, 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, Rynearson and Staff. Also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III and Township Engineer Chris Toms. A quorum was present.

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

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

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

CORRESPONDENCE: Chairman Hartlaub noted the Board received the following correspondences:

- A. New Hope Ministries – Christmas Blessing Express
- B. Guthrie Memorial Library – 2018 Fair-Share Contribution

Supervisor Ault made a motion to release the budgeted funds to the Guthrie Memorial Library of \$6,000, seconded Supervisor Rynearson. **Motion carried.**

- C. Commonwealth of Pennsylvania – Notice of 2018 Distress Determination

Township Manager Marc Woerner explained to the Board the Notice of 2018 Distress Determination letter comes from the Auditor General office by annually. He explained the informational letter was informing the Township the distress of the pension plans. He pointed out that the distress score is now a “1” with a funding score of 73. Township Manager Marc Woerner explained back in 2010 the pension plan was a distress score “3”, with a funding score of 49. He explained the condition of the pension plans have improved.

REC. BOARD REPORT: Kelli Reed representing the Recreation Board added to her written report (copy on file), that the final figures for the 5K race. The total amount raised was \$1,500.00. The rec board recommended half of that \$750 go to the Crohn’s and Colitis Foundation.

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

ENGINEER REPORT: Chris Toms, C. S. Davidson, had nothing new to add to his submitted but pointed out on his report that C.S. Davidson received a request for payment No.1 for Contract No. 2, the oil and chip work that was done by the contractor and township staff. He pointed out on the second page of the Payment Schedule of Contract of Hours, the hours on the use of the oil truck were not as many as projected. He explained this allowed them to increase the total hours of work that could be done for 2018. Township Engineer, Chris Toms recommended that the Board of Supervisor grant the request for payment.

- A. Motion to approve Application for payment for the 2018 Roadway Improvements Contract No. 2 Preservation Treatments in the amount of \$219,786.63

Supervisor Ault made a motion to grant the request for payment to Hammaker East, Ltd for the 2018 Roadway Improvements Contract No. 2 Preservation Treatments for \$219,786.63, seconded by Rynearson. **Motion carried.**

Township Engineer Chris Toms also pointed out on his report under the heading Potential bridge/culvert projects that he applied for two grants. At MP 0.3 Ross Road, the 6-foot diameter concrete culvert is in poor condition. The Dirt and Gravel Road grant application for an 8-foot multi-plate arch was approved for this repair.

The small span bridge at MP 0.5 located on Impounding Dam Road is in poor condition and was not listed on the original small span bridge inventory. He explained that the Dirt and Gravel application grant application for this small span bridge was denied. He recommends an inspection on this small span bridge due to its conditions and any necessary repairs could be included in the 2019 budget.

Supervisor Ault made a motion authorizing C. S. Davidson do the inspection of the small span bridge located at MP 0.5 on Impounding Dam Road in the amount of \$800, seconded by Supervisor Blettner. **Motion carried.**

REPORTS: (Copies in Township file)

- A. Monthly Budget Review – Treasurer's Report - July 2018
- B. Chief of Police, Monthly Activity Report – July 2018

- C. Public Works Report – July 2018
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – July 2018
- E. EMA Report – July 2018
- F. Code Enforcement Officer Report – July 2018
- G. Utilities Supervisor’s Report – July 2018
- H. SEO Report – July 2018

Supervisor Ault made a motion to accept the Chief of Police Monthly Report as stated, seconded by Supervisor Rynearson. **Motion carried.**

Supervisor Blettner made a motion to accept the Public Works Report as submitted, seconded by Supervisor Ault. **Motion carried.**

Supervisor Staaf made a motion to accept Pleasant Hill Volunteer Fire Co.-EMS Reports as stated, seconded by Supervisor Rynearson. **Motion carried.**

Supervisor Ault made a motion to accept Report the submitted reports A to H, seconded by Supervisor Blettner. **Motion carried.**

Mike Hampton EMA Director informed the Board that he is going to make application for disaster relief reimbursement from FEMA due to the large amount of rain in July and August. The Township suffered about \$30,000 in damage.

MANAGER REPORT: Township Manager Marc Woerner had nothing new to add to his submitted report (copy on file).

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

OLD BUSINESS:

- A. Motion to accept or deny highest bid for the John Deere 870 Tractor and grooming mower

Supervisor Ault explained to those present in the audience that the Township had authorized the Township Manager to place the John Deere tractor and grooming mower on Municibid. He explained that the highest bid received on Municibid was \$4,100. He then proceeded to make a motion to award the bid to Sonny Herring.

Supervisor Ault made a motion to award the highest bid for \$4,100 to Sonny Herring for the John Deere 870 Tractor and grooming mower, seconded by Supervisor Rynearson. **Motion carried.**

B. Purchase 2019 Dump Truck

Supervisor Ault also explained to those present in the audience that the Township as part of the 2018 Budget, budgeted \$30,000 to purchase a new dump truck. He explained that the Board decided to try to hold off in purchasing the dump truck until next year. Supervisor Ault then explained in the meantime the Board authorized the selling of the Mack dump truck on Municibid, which sold for \$26,322. He then explained that the Township could purchase, a truck before the end of the year. The cost for the truck and the up-fit would be \$131,170. Supervisor Ault then explained that township staff priced other models, one a Mack truck is a personal favorite of Supervisor Ault's. The cost for the cab and chassis of a Mack was \$97,100 versus the cost of the cab and chassis International is \$85,395. He also explained that it did not matter about the up-fit because any truck that the Township would purchase, it would cost extra. In this case, it is approximately \$45/46,000, making the total cost of the new 2019 HV507 single-axle International dump truck \$131,170.00.

Supervisor Rynearson made a motion to purchase the new 2019 HV507 single-axle International dump truck for \$131,170, seconded by Supervisor Blettner. Supervisors Blettner, Hartlaub and Rynearson voted yes to the purchase of the demo truck. Supervisors Ault and Staaf voted no to the purchase of the demo truck. **Motion carried.**

Supervisor Blettner explained to the audience the Mack truck was no longer road worthy and could not be inspected for continual use. Board members felt with winter approaching the township needed another dump truck for plowing snow along with all the other trucks. Supervisor Rynearson also pointed out that the new truck would make a difference in the road work the township would do in 2019.

NEW BUSINESS:

A. Motion to enter Pleasant Hill Fire Department Reimbursement Agreement

Supervisor Staaf made a motion to enter into the Pleasant Hill Fire Department's Reimbursement Agreement, seconded by Supervisor Rynearson. **Motion carried.**

B. Motion to approve the 2019 Minimum Municipal Obligation for Non-Uniformed Employees' for \$211,932.00 and Uniform Employees' for \$229,324.00

Supervisor Ault made a motion to approve the 2019 Minimum Municipal Obligation for Non-Uniformed Employees' for \$211,932.00 and Uniform Employees' for \$229,324.00, seconded by Supervisor Blettner. **Motion carried.**

C. Proposal to perform wireless facilities management service

Township Manager Marc Woerner, explained the information he provided to the Board was given to them last year as a budget item of \$5,000 for the services for 2018. He explained the information before them pertained to regulating where wireless towers can be placed within township rights-of-way, because without a governing ordinance they can be placed anywhere. He explained that the actual cost to the township is \$4,950 as there were other municipalities participating in the York County Municipal Administrators Association proposal.

Supervisor Ault made a motion to move forward with the proposal to perform wireless facilities management service for the cost of \$4,950, seconded by Supervisor Rynearson. **Motion carried.**

SUBDIVISION PLANS:

A. Developers Extension Request

1. Motion to approve the extension request for Harpers Hill, 20 Lot – Preliminary Subdivision Plan through November 30, 2018.

Supervisor Ault made a motion to grant the extension request for Harpers Hill, 20 Lot – Preliminary Subdivision Plan through November 30, 2018., seconded by Supervisor Blettner. **Motion carried.**

B. ALL TO BE TABLED:

Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 08/22/2018
Steeple Chase, 12-lot Final, review time expires 10/17/2018
Joshua Hill Farm, 124 - lot Preliminary, review time expires 01/18/2019
The Warner Farm, 15-lot Preliminary, review time expires 01/18/2019
Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 01/18/2019
Belmont Ridge LLC - Belmont Ridge-Phase 2 – Final Plan – 1 Lot - 52 Units, time expires 01/31/2019

Supervisor Ault made a motion to table to the date that is indicated, Steeple Chase, 12-lot Final, review time expires 10/17/ 2018, Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 08/22/2018, Joshua Hill Farm, 124 - lot Preliminary, review time expires 01/18/2019, The Warner Farm, 15-lot Preliminary, review time expires 01/18/2019, Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review time expires 01/18/2019, Belmont Ridge LLC - Belmont Ridge-Phase 2 – Final Plan – 1 Lot with 52 Units, time expires 07/31/2018, seconded by Supervisor Rynearson. **Motion carried.**

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

Supervisor Ault asked the Township Manager to supply him with the year-to-date attorney fees by the next meeting for Stock and Leader, budget versus actual. He also made a motion concerning Belmont Ridge.

Supervisor Ault made a motion allowing the Township Manager, Marc Woerner to address the Zoning Hearing Board on behalf of a majority of the Board of Supervisors, that the Board is supportive of the variance requests by Burkentine and Sons for the fifty (50) foot height restrictions in Phase 3, and 2.5 parking spaces per dwelling in Phase 3 subject to the following conditions: the housing density be no more than 3.54 units per acre in Phase 4, that all streets and parking areas in Phases 3 and 4 remain privately owned and maintained, there be no on-street parking in Phase 3, seconded by Supervisor Staaf. The motion carried in a vote of four to one. Supervisor Hartlaub is not in favor of the parking variance request.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, September 6, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, September 18, 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 at 7:55 p.m., seconded by Supervisor Ryneerson. **Motion carried.**

Miriam E. Clapper, Secretary

Chairman