

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

Regular Meeting

Tuesday, September 18, 2018  
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, September 18, 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 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.

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 Ault made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of September 6, 2018, seconded by Supervisor Rynearson. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Board received no correspondences.

REC. BOARD REPORT: Kelli Reed representing the Recreation Board informed the Board that the Rec Park Board did not meet in August. She did point out on her report that two people who would like to serve on the Rec Park Board and that the Rec Board recommends raising the 2019 rental fees.

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

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

ENGINEER REPORT: Chris Toms, C. S. Davidson, had nothing new to add to his submitted report (copy on file). He did however inform, the Board members that the results of the bids for the West Manheim Township Recreation Park improvements came in over 100% over budget. He recommended rejecting all the bids. C. S. Davidson will inform DCNR of the situation and ask for an extension.

Supervisor Ault made a motion to deny all bids that were received for the Recreation Park improvements, seconded by Rynearson. **Motion carried.**

REPORTS: (Copies in Township file)

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

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

MANAGER REPORT: Township Manager Marc Woerner had nothing new to add to his submitted report (copy on file) but informed the Board the paving project for Tracey Road being performed by Burkentine and Sons will begin in late October. He also informed the Board that the developer is responsible for replace the storm water pipes. He also pointed out the EMA generator had to be placed back on Municibid, because the winning bidder did not complete transaction. The final item on the Manager’s Report was a request for him, the Road Master and the Township Secretary attend a Probable Cause Training for CDL Supervisory Personnel and CMV/CDL Records Management class. He explained the class was essential to this topic and employee record keeping.

Supervisor Staaf made a motion granting permission for everyone to attend the CDL training, seconded by Supervisor Blettner. **Motion carried.**

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

OLD BUSINESS:

- A. Motion to approve advertising Grass Ordinance

Supervisor Rynearson made a motion to table advertising the Grass Ordinance, seconded by Supervisor Ault. **Motion carried.**

B. Elimination of the Per Capita Tax

Supervisor Staaf made a motion to table the elimination of the Per Capita Tax, seconded by Supervisor Ault. **Motion carried.**

NEW BUSINESS:

A. Motion to approve Homestead Acres - Deed of Dedication Sanitary Sewer - Phase 1 and the Maintenance Bond in the amount of \$26,192.00

Supervisor Ault made a motion to approved Homestead Acres - Deed of Dedication Sanitary Sewer - Phase 1 and the Maintenance Bond in the amount of \$26,192,00, seconded by Supervisor Staaf. **Motion carried.**

B. Motion to approve Fox Run Village – Deed of Dedication Sanitary Sewer and on the condition that J. A. Myers provide a \$31,238.00 maintenance bond within 30 days

Supervisor Ault made a motion for approve Fox Run Village – Deed of Dedication Sanitary Sewer and on the condition that the maintenance bond provided by J. A. Myers for \$31,238.00 is reviewed and approved by the Township Solicitor, seconded by Supervisor Rynearson. **Motion carried.**

C. Local Economic Revitalization Tax Act (L.E.R.T.A.)

Harry McKean came before the Board to talk about the UPMC Medical Center project that he is planning to build on his property located on the corner of Brunswick Dr. and Oak Hills Dr. He explained that UPMC is a not-for-profit medical center and usually owns their facilities, which allows them to be tax exempt. Mr. McKean's project would be a third-party ownership and would be for profit, which would pay taxes. He then went on to explain how the L.E.R.T.A. program works. He explained that a 10-year phase-in of the tax assessment on the current property with a 10 percent increase until you reach 100 percent of the full market value of the improved property. He pointed out there would be no loss of any existing tax revenue. He explained that all tax increases would apply as well. He is requesting that the Township Supervisors consider advertising this project for a L.E.R.T.A. hearing.

D. Motion to Set Date and Time for Trick or Treat - October 23, 2018 from 6 to 8 p.m.

Sylvia Shoemaker approached the Board and requested that Trick or Treat be held on October 31, 2018. After briefly discussing the pro's and con's of changing the date.

Supervisor Staaf made a motion setting October 31, 2018 from 6 to 8 p.m. as the night Halloween Trick or Treat would take place in West Manheim Township, seconded by Supervisor Rynearson. In a vote of 3 to 2 the **Motion carried.** Supervisor Ault and Supervisor Hartlaub were opposed to the change.

E. Motion to grant the request to have the Pleasant Hill Volunteer Fire Department provide assistant for the Hanover Halloween Parade October 25, 2018

Supervisor Ault made a motion to grant the request to have the Pleasant Hill Volunteer Fire Department provide assistants for the Hanover Halloween Parade October 25, 2018, seconded by Supervisor Staaf. **Motion carried.**

- F. Motion to adopt Resolution No. 2018-09 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford F-550 Dump Truck/Vin: 1FDUF5HT4JDA03081

Township Manager, Marc Woerner informed the Board members that the township took delivery of the Ford F-550 Dump Truck on Friday, September 14, 2018.

Supervisor Rynearson made a motion to adopt Resolution No. 2018-09 Regarding Master Lease with Fulton Bank, N.A. for 2018 Ford F-550 Dump Truck/Vin: 1FDUF5HT4JDA03081, seconded by Supervisor Staaf. In a roll call vote of Supervisor Blettner, Hartlaub, Rynearson and Staaf, the **Motion carried.** Supervisor Ault left the meeting room during the vote.

#### SUBDIVISION PLANS:

- A. A motion to grant conditional approval for Lexington - Final Plan – 52 Units (previously known as Belmont Ridge Phase II) when the NPDES permit has been granted, when the Township received payment of recreation fees, and posting of the bond

Scott Barnhart, representing Belmont Ridge LLC was present to request conditional approval for Lexington – Final Plan, previously known as Belmont Ridge. He explained that they are currently waiting on NPDES approvals. Township Engineer, Chris Toms recommended conditional approval based on obtaining the NPDES permit, payment of recreation fees, and post of the bond.

Supervisor Staaf made a motion to grant conditional approval for Lexington - Final Plan – 52 Units (previously known as Belmont Ridge Phase II) when the NPDES permit has been granted, when the Township received payment of recreation fees, and posting of the performance bond, seconded by Supervisor Blettner. **Motion carried.**

#### B. ALL TO BE TABLED:

Steeple Chase, 12-lot Final, review time expires 10/17/ 2018  
Harpers Hill, 20 Lot – Preliminary Subdivision Plan, review time expires 11/30/2018  
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 expires 01/18/2019  
Belmont Ridge LLC - Belmont Ridge-Phase 2 – Final Plan – 1 Lot with 52 Units, time expires 01/31/2019

Supervisor Staaf 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 11/30/2018; 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

expires 01/18/2019; Belmont Ridge LLC - Belmont Ridge-Phase 2 – Final Plan – 1 Lot with 52 Units, time expires 01/31/2019, seconded by Supervisor Ault. **Motion carried.**

**SUPERVISORS AND/OR PUBLIC COMMENTS:** Chairman Hartlaub asked all present if anyone wanted to address the Board and Ms. Pamela Newton came forward.

Pamela Newton, 2818 Baltimore Pike brought her concerns and to ask for directions to address the continual effects of the storm water runoff in the back and front of her property. After presenting information on the effects stormwater runoff is having on her property and home, Township Solicitor Walter Tilley, III explained what she will need to do to have her concerns addressed with the State since her property fronts a state road.

**NEXT SCHEDULED MEETINGS:** Supervisors Work Session – Thursday, October 4, 2018 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, October 16, 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 8:25 p.m., seconded by Supervisor Blettner. **Motion carried.**

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Miriam E. Clapper, Secretary

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Chairman