

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS
YEAR 2019 RE-ORGANIZATION MEETING
MONDAY, JANUARY 7, 2019
6:00P.M.

The 2019 Re-Organizational Meeting of the West Manheim Township Board of Supervisors was held on the above date and time at the Municipal Building at 2412 Baltimore Pike.

ELECTION OF TEMPORARY CHAIRMAN

The Meeting was called to Order at 6:10 p.m. by Supervisor Ault, followed by the Pledge to the Flag and the Invocation.

ROLL CALL: Present were Supervisors Ault, Blettner, Hartlaub, Rynearson and Staaf, also present were Christopher Toms, Township Engineer of C. S. Davidson, Inc., Walter Tilley, Solicitor of Stock and Leader, Manager Marc Woerner and Township Secretary Miriam Clapper. A quorum was present.

NOMINATE AND ELECT

At this point, Supervisor Ault asked if there were any nominations for the Chairman of the Board.

A. Chairman of the Board

Supervisor Blettner made a motion to nominate Supervisor Hartlaub as Chairman of the Board, seconded by Supervisor Rynearson. Motion carried.

Supervisor Ault then asked for nominations for the Vice-Chairman of the Board.

B. Vice-Chairman of the Board

Supervisor Staaf made a motion to nominate Supervisor Ault as Vice-Chairman of the Board, seconded by Supervisor Blettner. Motion carried.

Newly appointed Chairman Hartlaub took over the meeting at this point.

2019 RE-ORGANIZATION APPOINTMENTS

A. Motion to appoint Marc Woerner Township Manager and Zoning Officer

Supervisor Ault made a motion to appoint Marc Woerner as Township Manager and Zoning Officer, seconded by Supervisor Rynearson. The motion carried.

B. Motion to appoint Miriam Clapper as Township Secretary

Supervisor Ault made a motion to appoint Miriam Clapper as Township Secretary, seconded by Supervisor Rynearson. The motion carried.

C. Motion to appoint Jeanette Lepley as Township Treasurer

Supervisor Rynearson made a motion to appoint Jeanette Lepley as Township Treasurer, seconded by Supervisor Ault. The motion carried.

D. Motion to appoint Edwin Schneider as Township Chief of Police

Supervisor Staaf made a motion to appoint Edwin Schneider as Township Chief of Police, seconded by Supervisor Ault. The motion carried.

E. Motion to appoint Jeff Rummel as Township Roadmaster

Supervisor Rynearson made a motion to appoint Jeff Rummel as Township Roadmaster, seconded by Supervisor Staaf. The motion carried.

F. Motion to appoint Heather Bair as Township Code Enforcement Officer and Alternate Zoning Officer

Supervisor Ault made a motion to appoint Heather Bair as Code Enforcement Officer and Alternate Zoning Officer, seconded by Supervisor Blettner. The motion carried.

G. Motion to appoint John Berry to the Vacancy Board Chairman

Supervisor Rynearson made a motion to appoint John Berry as Vacancy Board Chairman, seconded by Supervisor Ault. The motion carried.

H. Motion to appoint Supervisor Harold Hartlaub as Chief Administrative Officer of Pension Plan

Supervisor Ault made a motion to appoint Harold Hartlaub as Chief Administrative Officer of Pension Plan, seconded by Supervisor Staaf. The motion carried.

I. Motion to authorize Supervisors as Township employees and equipment operators

Supervisor Rynearson made a motion to appoint Supervisors as Township employees and equipment operators, seconded by Supervisor Staaf. The motion carried.

2019 - APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES

A. Motion to appoint Stock and Leader as Solicitor

Supervisor Rynearson made a motion to reappoint Stock and Leader as Solicitor and accept their fee schedule, seconded by Supervisor Blettner. The motion carried.

B. Motion to appoint C.S. Davidson as Engineer

Supervisor Rynearson made a motion to reappoint C.S. Davidson as Township Engineer and accept their fee schedule, seconded by Supervisors Blettner. In a four to one vote the motion carried. Supervisor Ault opposed.

C. Motion to appoint Stambaugh – Ness as Auditors

Supervisor Blettner made a motion to reappoint Stambaugh - Ness as Auditors and accept their fee schedule, seconded by Supervisor Staaf. The motion carried.

D. Motion to appoint Joseph Kalasnik, PC as Zoning Hearing Board Solicitor -

Supervisor Ault made a motion to reappoint Joseph Kalasnik PC as Zoning Hearing Board Solicitor and accept his fee schedule, seconded by Supervisor Rynearson. The motion carried.

E. Motion to appoint Group Hanover Sewage Enforcement Officer

Supervisor Ault made a motion to reappoint Group Hanover as the Sewage Enforcement Officer and accept their fee schedule, seconded by Supervisor Blettner. The motion carried.

F. Motion to appoint Hanover Land Services as Alternate Sewage Enforcement Officer

Supervisor Ault made a motion to reappoint Hanover Land Services as Alternate Sewage Enforcement Officer and accept their fee schedule, seconded by Supervisor Staaf. The motion carried.

G. Motion to appoint Building Inspections - Middle Department Inspection Agency

Supervisor Ault made a motion to reappoint Middle Department Inspection Agency for Building Inspections and accept their fee schedule, seconded Supervisor Staaf. The motion carried.

2019 ADMINISTRATIVE MOTION ITEMS

A. Motion authorizing the following depository institution to handle all Township accounts: People's Bank

Supervisor Rynearson made a motion authorizing the following depository institution to handle Township accounts, People's Bank, seconded by Supervisor Ault. The motion carried.

B. Motion to Renew all existing Ordinances and Resolutions

Supervisor Rynearson made a motion to renew all existing Ordinances and Resolutions, seconded by Supervisor Staaf. The motion carried.

C. Motion to Establish the dates and time for Board of Supervisors Meetings

- Work Session the First Thursday of the month at 7:00 P.M. Caucus at 6:00 P.M.
- Regular Meeting the Third Tuesday of the month at 7:00 P.M. Caucus at 6:00 P.M.

Supervisor Ault made a motion to establish the dates and times for the Board of Supervisors meetings, as Work Session the first Thursday of the month at 7 p.m., with Caucus at 6 p.m. Regular Meeting the third Tuesday of the month at 7 p.m., with Caucus at 6 p.m., seconded by Supervisor Rynearson. The motion carried.

D. Motion to Establish the mileage reimbursement rate at the prevailing 2019 IRS rate of .58 cents

Supervisor Rynearson made a motion to establish the mileage reimbursement rate at the prevailing 2019 IRS rate of .58 cents, seconded by Supervisor Ault. The motion carried.

E. Motion to Establish the Manager's and the Township Secretary bonds at \$500,000.00

Supervisor Ault made a motion to establish the Manager's bond and the Township Secretary's bond at \$500,000 each, seconded by Supervisor Rynearson. The motion carried.

F. Motion to Establish the Treasurer's bond at \$3 million dollars

Supervisor Rynearson made a motion to establish the Treasurer bond at \$3 million dollars, seconded by Supervisor Ault. The motion carried.

G. Motion to adopt Resolution #2019-01 - Adopt the Fee Schedule for Services and Permits and Sewer Rates

Supervisor Rynearson made a motion to adopt Resolution # 2019-01 the Fee Schedule for Services and Permits and Sewer Rates, seconded by Supervisor Staaf. The motion carried.

The Re-Organization meeting was closed at 6:30 p.m. The Board then went into the caucus meeting.

WORK SESSION MEETING MINUTES

Chairman Hartlaub called the Work Session to Order at 7 p.m.

PUBLIC COMMENT: Chairman Hartlaub asked if anyone in the audience wanted to make any comments and received no answer.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes from the Regular Board of Supervisor Meeting of Tuesday, December 18, 2018, seconded by Supervisor Ault. The motion carried.

CORRESPONDENCE: Chairman Hartlaub noted that the Township had received requests for reappointments listed on the agenda.

APPROVAL OF DISBURSEMENTS: Supervisor Ault made a motion to approve the Disbursements from all Funds as listed, seconded by Supervisor Rynearson. The motion carried.

ACTION ITEMS:

A. Reappointment to Planning Commission (4-Year Term)

1. Motion to reappoint Andy Hoffman to the Planning Commission for a 4-year term ending December 31, 2022.

Supervisor Staaf made a motion to reappoint Andy Hoffman to the Planning Commission for a 4-year term ending December 31, 2022, seconded by Supervisor Ault. The motion carried.

B. Reappointment to the Recreation Park Board (5-Year Term)

1. Motion to reappoint Kelli Reed to the Recreation Park Board for a 5-year term ending December 31, 2023.

Supervisor Ault made a motion to reappoint Kelli Reed to the Recreation Park Board for a 5-year term ending December 31, 2023, seconded by Supervisor Rynearson. The motion carried.

C. Reappointment to Zoning Hearing Board (5-Year Term)

1. Motion to reappoint Jeff Garvick to the Zoning Hearing Board for a 5-year term ending December 31, 2023.

Supervisor Ault made a motion to reappoint Jeff Garvick to the Zoning Hearing Board for a 5-year term ending December 31, 2023, seconded by Supervisor Staaf. The motion carried.

D. PSATS 97th Annual Conference – April 22-25, 2018 – Authorize Attendance and Appoint a Voting Delegate

Supervisor Ault made a motion authorizing the attendance of any Supervisor who would like to attend the PSATS 97th Annual Conference and to nominate Supervisor Staaf as the Township's voting delegate, seconded by Supervisor Rynearson. The motion carried.

Supervisor Rynearson made a motion authorizing the attendance of the Township Manager Marc Woerner to attend the Annual Conference, seconded by Supervisor Ault. The motion carried.

E. Motion to approve or deny the 2018 Sanitary Sewer Repairs Bids

Supervisor Ault made a motion to reject the 2018 Sanitary Sewer Repair Bids, seconded Supervisor Staaf. The motion carried.

F. Request for Final Approval of the South Hanover Medical Office

Jeff Stough of New Age Associates, Inc., came before the Board of Supervisors to address any questions or concerns the Board might have on the South Hanover Medical Office plan and to ask for final plan approval. He then brought to the Board's attention the traffic study that the Township Engineer is requesting. He explained that the additional analysis would determine what effect the increase in peak trips may have on the traffic signal at Brunswick Drive and Route 94. Mr. Stough is recommending that the study be performed six months after the building is completed, which will allow for a real traffic count. They will add the study to their bond amount.

Township Engineer Chris Toms supports what the developer is proposing. He doesn't feel the impact will be great but might require an adjustment to the traffic light signal for making the left-hand turn from Brunswick Drive onto Route 94 North.

Mr. Stough also informed the Board that they have not received E and S approval but should have it in the next few weeks.

Supervisor Ault made a motion to grant conditional approval for of the South Hanover Medical Office when the NPDES permit has been granted, and approval and posting of the public improvement security has been received, seconded by Supervisor Staaf. **Motion carried.**

DISCUSSION ITEMS:

EXTENSION REQUESTS PER DEVELOPER LETTERS:

A. Motion to grant an extension request for Joshua Hill Farm, 124 - lot Preliminary, The Warner Farm, 15-lot Preliminary, Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary through July 17, 2019

Jim Piet representing Marty Hill Woodhaven Homes came before the Board to explain why Woodhaven is requesting the extensions for each of the Preliminary Plans. He pointed out in his letters to the Board members the progress that has been or will need to be made on each plan.

Supervisor Rynearson made a motion to grant the extension request for Joshua Hill Farm, 124 - lot Preliminary, The Warner Farm, 15-lot Preliminary, Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary through July 17, 2019, with the understanding that the developer must submit a developer agreement before the extension review period has expired, seconded by Supervisor Staaf. The motion carried.

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Hartlaub asked all present if anyone wanted to address the Board and Township Manager Marc Woerner informed the Board members there is a vacancy on the Planning Commission. He would seek letters of interests to fill the vacancy by advertising on the website and Facebook.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, February 7, 2019 at 7:00 p.m. with Supervisors Caucus at 6:00 P.M. Supervisors Regular Meeting – Tuesday, February 19, 2019 at 7 p.m. with Supervisors Caucus at 6 p.m.

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ADJOURNMENT: The Meeting was adjourned at 7:25 p.m. in a motion by Supervisor Ault, seconded by Supervisor Staaf. Motion carried.

Respectfully submitted,

Secretary

Chairman