

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, August 20, 2019
7 p.m.

The Regular Meeting of the West Manheim Township Board of Supervisors was held on Tuesday, August 20, 2019, 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, and Rynearson. Also present were, the Township Manager Marc Woerner, Township Solicitor Walter Tilley, III, Township Engineer Chris Toms and Township Secretary Miriam Clapper. Supervisor Staaf was not present. A quorum was present.

ANNOUNCEMENT: Chairman Hartlaub informed those present that an executive session was held to discuss personnel.

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

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of August 1, 2019, seconded by Supervisor Blettner. **Motion carried.**

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

CORRESPONDENCE: Chairman Hartlaub noted the Board received no correspondences.

REC. BOARD REPORT: Kelli Reed representative for the Recreation Board was not present (copy on file). Supervisor Rynearson pointed out that her report consisted of updates from previous meetings.

Supervisor Blettner 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 Rynearson 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 report (copy on file), but pointed out on his report that C.S. Davidson is currently working on the Area 6 re-evaluation in accordance with the Act 537 Plan. He explained that C.S. Davidson needed to do at least 27 water samples in that study area, so far they have only gotten 18 property owners too responded to their request for water samples. He is asking if the Board can make the property owners in the areas from Fairview Drive to

Westminster Road and back down to 500 block of Impounding Dam Road aware of the need for the water samples. There is no cost to residents. Township Engineer Chris Toms noted that they had received additional participation when the Township office put it out on social media; but they still need eight more property owners to participate before they can proceed with the re-evaluation study.

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

A. Homestead Acres Phase I Final Land Dev. Plan Public Improvements Security Estimates Reduction
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Township Engineer Chris Toms informed the Board that the Township received a request to reduce the public improvement financial security from J. A. Myers Building and Development. He recommended that the Board grant the request and release \$433,035. The only items that need completed in Area 1 are fencing around storm water basins and final paving.

Supervisor Ault made a motion to grant the request to release \$433,035 with the remaining security balance of \$443,699, seconded by Blettner. **Motion carried.**

REPORTS: (Copies in Township file)

- A. Monthly Budget Review – Treasurer's Report - July 2019
- B. Chief of Police, Monthly Activity Report – July 2019
- C. Public Works Report – July 2019
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – July 2019
- E. EMA Report – July 2019
- F. Code Enforcement Officer Report – July 2019
- G. Utilities Supervisor's Report – July 2019
- H. SEO Report – July 2019

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

MANAGER REPORT: Township Manager Marc Woerner had nothing new to add to his submitted report (copy on file), but pointed to his report about the continued road issues. He informed the Board that a new area has been identified for settlement along a portion of Fuhrman Mill Road in the area of Panorama Lane. He explained that a sinkhole has developed along the roadside behind the curb and feels it should also be televised at the same time Reservoir Heights, Oak Hills Drive and Menlena Circle are done. He felt doing these areas at one time, would be less costly. He explained that he received a cost to do the work of \$1,900 for 700 feet. Township Manager Marc Woerner does not feel 700 feet needs televised. He requested authorization to have

these areas televised. After discussing the situation further, Township Manager Marc Woerner reviewed with the Supervisors that he was to proceed with the repairs of Fuhrman Mill Road at Sugarboot Lane and to televise Reservoir Heights, Menlena Circle and the Fuhrman Mill Road storm water pipe.

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

OLD BUSINESS:

- A. Motion to accept or reject the highest bid for the Sunset Drive Parcel.

Supervisor Ault made a motion to accept the highest bid for the Sunset Drive parcel that was placed on Municbid for sale in the amount of \$8,300 (Eight Thousand Three Hundred Dollars), seconded by Supervisor Rynearson. **Motion carried.**

At this point, Township Manager asked for clarification on a road project concerning Tracey Road. The Board gave approval to move ahead with tar and chipping Tracey Road.

NEW BUSINESS:

- A. Ordinance No. 2019-01

Township Manager Marc Woerner explained to the Board members that by adopting Ordinances No. 2019-01 and No 2019-02, they would be consolidating all the individual ordinances that have been previously adopted through the years for the uniform and non-uniform pension plans.

AN ORDINANCE OF WEST MANHEIM TOWNSHIP, YORK COUNTY, COMMONWEALTH OF PENNSYLVANIA RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF A PENSION PLAN FOR FULL-TIME NON-UNIFORMED MUNICIPAL EMPLOYEES AS IT RELATES TO PENSION, ANNUITY, INSURANCE AND BENEFIT FUND OR FUNDS FOR FULL-TIME NON-UNIFORMED EMPLOYEES OF THE TOWNSHIP, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO SUCH FULL-TIME EMPLOYEES, AND TO RESTATE IN ITS ENTIRETY SUCH PENSION PLAN OR PROGRAM.

Supervisor Ault made a motion to adopt Ordinance No.2019-01, seconded by Supervisor Blettner. In a unanimous roll call vote, the **Motion carried.**

- B. Ordinance No. 2019-02

AN ORDINANCE OF WEST MANHEIM TOWNSHIP, YORK COUNTY, COMMONWEALTH OF PENNSYLVANIA RELATIVE TO THE ESTABLISHMENT AND MAINTENANCE OF A POLICE PENSION PLAN FOR FULL-TIME POLICE OFFICERS OF WEST MANHEIM TOWNSHIP AS IT RELATES TO PENSION, ANNUITY, INSURANCE AND BENEFIT FUND OR FUNDS FOR FULL-TIME POLICE OFFICERS OF THE TOWNSHIP, TO AMEND CERTAIN PROVISIONS OF THE PENSION PLAN OR PROGRAM APPLICABLE TO FULL-TIME POLICE OFFICERS OF THE TOWNSHIP, AND TO RESTATE IN ITS ENTIRETY SUCH PENSION PLAN OR PROGRAM.

Supervisor Ault made a motion to adopt Ordinance No.2019-02, seconded by Supervisor Blettner. In a unanimous roll call vote, the **Motion carried.**

C. Motion to Adopt Resolution 2019-08

A RESOLUTION OF THE BOARD OF SUPERVISORS OF WEST MANHEIM TOWNSHIP, YORK COUNTY, PENNSYLVANIA, ESTABLISHING THE SALARY OF THE TOWNSHIP MANAGER.

Supervisor Blettner made a motion to adopt Resolution No. 2019-08 establishing the salary of the Township Manager at \$91,520 effective August 1, 2019, seconded by Supervisor Rynearson. In a vote of yes by Supervisors Blettner, Hartlaub, and Rynearson and one vote opposing the Resolution by Supervisor Ault, the **Motion carried.**

D. Motion to accept the municipal building roof restoration proposal base bid amount of \$43,875.00 and add alternate of \$12,950.00 from Ream Roofing.

Supervisor Blettner made a motion to accept the municipal building roof restoration proposal base bid amount of \$43,875.00 and add alternate of \$12,950.00 from Ream Roofing, seconded by Supervisor Rynearson. **Motion carried.**

At this point in the meeting, Chairman Hartlaub explained to those in attendance that the Supervisors had decided to approve the hiring of an outside cleaning service to clean the township office building.

Supervisor Rynearson made a motion to enter into an agreement with Absolutely Clean to provide cleaning services for the entire township building facilities as arranged by the Township Manager at a price of \$725 per month and the initial cleaning for a cost of \$475, seconded by Supervisor Blettner. **Motion carried.**

SUBDIVISION PLANS:

A. High Pointe at Rojen Farms – Penn South-S-1 Final Subdivision Plan (Review Time Expires 10/16/19)

Robert Sharrah of Sharrah Design Group, Inc. came before the Board to answer any questions or concerns that the Board might have on High Pointe at Rojen Farms-Penn South-S-1 Final Subdivision Plan and Harpers Hill Final Subdivision Plan.

He explained that the subdivision was also located in Penn Township and all the building lots are in Penn Township. He explained that since part of the subdivision is located within West Manheim Township the Board of Supervisors needs to approve the plan along with Penn Township.

Supervisor Blettner made a motion to approve High Pointe at Rojen Farms – Penn South-S-1 Final Subdivision Plan, seconded by Supervisor Ault. **Motion carried.**

B. Harpers Hill-Final Subdivision Plan (Review Time Expires 11/13/19)

Mr. Sharrah then asked Township Engineer Chris Toms to address Harpers Hill Final Subdivision Plan. Mr. Toms reminded the Board that the preliminary plan had been approved and that many of the improvements for this subdivision have been installed under preliminary approval. He reminded the Board that this subdivision ties into Homestead Acres down to Pumping Station Road and permits the sewer to flow by gravity.

Township Engineer Chris Toms then explained that the final plan before the Board matches the preliminary plan. He then spoke on the items that need to be addressed before approval, which are payment of recreation fees and the posting of public security. He also explained that C.S. Davidson is recommending a developer's agreement between the Township and the developer concerning widening Pumping Station Road, specifically the bridge over Furnace Creek. Township Engineer Chris Toms also brought to the Board's attention that the developer of Belmont Ridge Phases 3 and 4 had agreed to widen Pumping Station Road to a point adjacent to Harpers Hill, so the Engineer is recommending that the widening continue to the Harpers Hill Subdivision. He then referred to his engineer's report to explain that the downstream end of the bridge was upgraded with a box culvert when Colonial Acres was developed. He pointed out on the submitted paperwork the attached inspection report, the upstream end of the bridge was constructed with steel beams. He then explained that when the developer for Harpers Hill widens the road, the older steel beam section of the bridge would be sandwiched between the two newer sections. He is recommending the steel beam section be removed and the downstream box culvert be extended upstream. The Developer's Agreement would clarify both the Township's and the developer's responsibilities to improve the bridge.

Robert Sharrah then explained that the developer acknowledges their requirement to widen the roadway to the required width; however, the developer is not required to replace the existing piece in the middle of the bridge. He believes the Developer's Agreement would explain who and how the bridge would be repaired. He also explained that until a decision is made on the bridge repair, the amount needed for the improvement security could not be determined.

Supervisor Ault made a motion authorizing the Developer to draft the first draft of a Developer's Agreement on who is responsible for the materials and labor to repair the center section of the bridge over Furnace Creek, seconded by Supervisor Blettner. **Motion carried.**

C. ALL TO BE TABLED:

High Pointe at Rojen Farms – Penn South – Phase S-1 Final Subdivision Plan (Review Time Expires 10/16/19); Whitetail Ridge LLC/Grayson P. Amy J. Wingert – Minor Final Subdivision Plan (Review Time Expires 10/16/2019); Harpers Hill – Final Subdivision Plan (Review Time Expires 11/13/19); Day Farms Partners, LLC. Prinland Heights, 100 Lot Preliminary Plan (Review time expires 12/20/2019; Belmont Ridge Phase 3 and Phases 4, 224 Lot Preliminary Plan (Review time expires 12/20/2019; Joshua Hill Farm, 124 - lot Preliminary (Review time expires 01/22/2020; The Warner Farm, 15-lot Preliminary (Review time expires 01/22/2020; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, (Review expires 01/22/2020

Supervisor Blettner made a motion to table to the date that is indicated High Pointe at Rojen Farms – Penn South – Phase S-1 Final Subdivision Plan (Review Time Expires 10/16/19); Whitetail Ridge LLC/Grayson P. Amy J. Wingert – Minor Final Subdivision Plan (Review Time Expires 10/16/2019); Harpers Hill – Final Subdivision Plan (Review Time Expires 11/13/19); Day Farms Partners, LLC. Prinland Heights, 100 Lot Preliminary Plan (Review time expires 12/20/2019; Belmont Ridge Phase 3 and Phases 4, 224 Lot Preliminary Plan (Review time expires 12/20/2019; Joshua Hill Farm, 124 - lot Preliminary (Review time expires 01/22/2020; The Warner Farm, 15-lot Preliminary (Review time expires 01/22/2020; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, (Review expires 01/22/2020, seconded by Supervisor Ault. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Hartlaub asked all present if anyone wanted to address the Board and Supervisor Ault informed those in attendance that a previous member of the West Manheim Township Board of Supervisors Carl Gobrecht died. In lieu of flowers the current board of supervisors would donate \$100 to St. Bartholomew United Church ELCA Music Department in Carl's name.

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Supervisor Ault made a motion to donate \$100 in remembrance of former Supervisor Carl Gobrecht to the St. Bartholomew United Church ELCA Music Department on Grand Valley Road, seconded by Supervisor Rynearson. **Motion carried.**

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, September 5, 2019 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, September 17, 2019 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Chairman Hartlaub adjourned the Regular Meeting at 7:50 p.m.

Miriam E. Clapper, Secretary

Chairman