

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Thursday, June 4, 2020 - 7:00 p.m.

Chairman Ault called the Work Session to Order at 7 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Krysiak, Ryneerson, Staaf, Township Engineer Chris Toms, Solicitor Walter Tilley, III, and Township Manage, Marc Woerner and Township Secretary, Miriam Clapper. A quorum was present.

ANNOUNCEMENT: Chairman Ault announced that an executive session took place on Saturday, May 30, 2020 and before the meeting to discuss personnel issues.

PUBLIC COMMENTS: Chairman Ault asked if anyone from the audience wanted to address the Board and Pam Collins, 2571 Baltimore Pike came forward and brought her concerns about the storage of propane tanks in the 2500 block of the Baltimore Pike. She questioned if the necessary protection and cautions of having not one 30,000, now two 30,000 gallons propane tanks were in place in case of an explosion.

APPROVAL OF MINUTES: Supervisor Ryneerson made a motion to approve the Minutes of the Regular Board Meeting of Tuesday, May 19, 2020, seconded by Supervisor Krysiak. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted the Board received no correspondences.

APPROVAL OF DISBURSEMENTS:

The Disbursements from all Funds were approved, as listed, in a motion by Chairman Ault, seconded by Supervisor Staaf, **Motion carried.**

ACTION/DISCUSSION ITEMS:

ACTION ITEMS

A. Motion to appoint Jennifer Thornton as Township Treasurer

Chairman Ault made a motion to appoint Jennifer Thornton as Township Treasurer, seconded by Supervisor Ryneerson. Motion carried.

At this time, Ms. Thornton was sworn in as Township Treasurer by Miriam Clapper, Township Secretary.

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

Chairman Ault made a motion to establish the Treasurer's bond at \$3 million dollars and to set the treasurer salary at \$20 per hour, seconded by Supervisor Staaf. **Motion carried.**

C. Motion to appoint Joshua Rummel as police officer

Supervisor Krysiak made a motion to appoint Joshua Rummel as police officer, seconded by Supervisor Staaf. **Motion carried.**

Supervisor Staaf made a motion to compensate Joshua Rummel for 19 hours at straight time for completing the necessary certifications to become a police officer, seconded by Supervisor Rynearson. **Motion carried.**

At this time, Joshua Rummel was sworn in as the newest police officer to the West Manheim Township police department by Miriam Clapper, Township Secretary.

D. Motion to approve the West Manheim Sewer Reservation Agreement

Chris Toms explained that this is an agreement for any development that requires a planning module. He explained that it was reviewed by the Township's Solicitor and once the agreement has been approved, it will be mailed to all developers who are waiting for their planning module ready to be signed. When the Agreement is signed by the Developer, the planning module will be executed. Township Solicitor Walt Tilley explained that the Authority's Act allows a municipality to charge up to 60 percent of the normal quarterly rate per EDU's.

Supervisor Rynearson made a motion to approve the West Manheim Sewer Reservation Agreement with the understanding that the Board is trying to prevent over selling the capacity of EDU's, seconded by Supervisor Krysiak. **Motion carried.**

E. Motion to approve Resolution # 2020-04 Revised Fee Schedule.

Chairman Ault explained that the reason for the revised fee schedule was due to property owners who have on-lot septic system pumped every four years would now be required to have their pumper do the required paperwork to be submitted to the State. He explained that with the changes the Board has made the cost went from \$150 to \$75 and now to \$30 for administrative costs.

At this point in the meeting, a gentleman by the name of George Garner came before the Board to asked to be exempt from the on-lot septic system certification. He explained that he had received a notice to have his septic system pumped and that when he bought his home in August of 2019, they had the on-lot septic system pumped based on his realtor's recommendation. He was coming before the

Board to asked to be exempt from this requirement since having it done it August of 2019. Chairman Ault indicated if the manifest met the requirements of the Ordinance, he had no problem extending the certification date until August of 2023. The other supervisors concurred.

Supervisor Staaf made a motion to approve Resolution # 2020-04 Revised Fee Schedule, seconded by Supervisor Rynearson. **Motion carried.**

At this point in the meeting, Chairman Ault informed those present that the Board had some action items not listed on the agenda.

F. Resignation of the Township Manager, Marc Woerner.

Chairman Ault informed those present that the Township Manager had submitted his resignation effective July 17 but his last working day is June 25.

Chairman Ault made a motion to accept the Manager's resignation letter, Seconded by Supervisor Krysiak. **Motion carried.**

G. Resignation of the Township Roadmaster, Jeff Rummel.

Chairman Ault informed those present that the Township Roadmaster had submitted his resignation effective June 12, 2020.

Chairman Ault made a motion to accept the Roadmaster's resignation letter, seconded by Supervisor Staaf. **Motion carried.**

H. Advertise for a Public Works Roadmaster

Chairman Ault made a motion to advertise for the position of Public Works Roadmaster, seconded by Supervisor Rynearson. Motion carried.

Chairman Ault then informed everyone that Jeff Rummel had expressed his willingness to help with interviewing for the next roadmaster and helping to do 2020 road projects that are scheduled for tar and chipping.

I. Chairman Ault made a motion to rehire after June 12, 2020, Jeff Rummel at the same hourly rate he is currently receiving as a part-time employee for work to be performed as needed, seconded by Supervisor Rynearson. **Motion carried.**

J. Interim Township Manager – Michael Bowersox

Chairman Ault made a motion to appoint Michael Bowersox as the new Interim Manager, seconded Supervisor Krysiak. **Motion carried.**

Chairman Ault made a motion to appoint Michael Bowersox as the Zoning Officer, seconded Supervisor Staaf. **Motion carried.**

Chairman Ault made a motion to appoint Michael Bowersox as the open records officer, seconded by Supervisor Staaf. **Motion carried.**

Chairman Ault made a motion to pay the interim manager on average of \$80,000 per year annual salary at the by-weekly rate of \$3,076.82, along with the same benefits as the non-uniform employees, excluding PTO, seconded by Supervisor Staaf. **Motion carried.**

At this time, Michael Bowersox was sworn in as the Interim Township Manager for West Manheim Township by Miriam Clapper, Township Secretary.

DISCUSSION ITEMS

A. WMT Act 537 – Area 6

Township Engineer Chris Toms presented the information from the water testing in Area 6 along with the various options the Board has for correcting the issues of water quality. No action was necessary.

Ellen Boyce asked if there was something more environmentally friendly to take care of the water quality issues.

B. Edna Myers Lane - address concerns for emergency responders

Chairman Ault made a motion to table the Edna Myers Lane - address concerns for emergency responders, seconded by Supervisor Krysiak. **Motion carried.**

C. Traffic for Fuhrman Mill Road – Supervisor Staaf

Supervisor Staaf explained that with the addition of seven homes with driveways placing additional traffic directly onto the Fuhrman Mill Road at the “S” curve (behind the Turkey Hill on the Baltimore Pike), he would like to see the speed limit in that area be dropped to 30 miles per hour.

Supervisor Staaf made a motion to do a traffic study to see if it calls for dropping the speed limit to 30 miles per hour. Chairman Ault then made a motion to request a price for a traffic study to find out what the cost would be before doing the study. Supervisor Hartlaub questioned the need for any kind of study. Supervisor Rynearson explained that Chairman Ault just needed to ask Supervisor Staaf to amend his motion to request a price for a traffic study to be done before commitment.

After further discussion, it was decided a motion wasn't necessary and the Township Engineer would get a price for the study.

Supervisor Staaf made a motion to table the traffic study for Fuhrman Mill Road, seconded by Supervisor Rynearson. **Motion carried.**

D. Tobacco Free Zone – All Twp. Property – Supervisor Staaf

Supervisor Staaf expressed that all West Manheim Township properties should be smoke free zones since the West Manheim Township Recreation Park is a tobacco free zone. After discussing if it was necessary to make all township owned properties tobacco free, Supervisor Staaf made his motion.

Supervisor Staaf made a motion to have the Township Solicitor draft an ordinance making township owned properties including vehicles smoke free zones, seconded Supervisor Hartlaub. **Motion carried.**

Ellen Boyce approached the Board and asked if smokers coming to the township office would be allowed to smoke in their vehicles, to which Chairman Ault explained that there would be additional conversation on this ordinance before it was adopted.

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Ault asked the Board and the public if they had any to bring before the Board. Township Manager, Marc Woerner brought up the 2020 police cruiser purchase. He informed the Board that he had spoken to Chief Schneider and gave him the information on the purchase.

He also brought a request from the Planning Commission about placing warning signs indicating an Amish buggy area. Marc informed the Board that he had spoke to the Roadmaster about this and the Roadmaster felt there was no need for such signage.

Marc also informed the Board that Penn DOT will be replacing the bridge on Black Rock Road in 2025 as part of bridge replacement.

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Marc brought to the Board's attention that Kinsley will be extending the warranty for Frogtown Road. He explained Chris Toms, Nate Simpson and Cory McCoy have some concerns about a chalky type substance that is showing up in a small area on Frogtown Road. Kinsley and C.S. Davidson both feel it doesn't warrant any repairs at this time but Kinsley will be extending the warranty for this area of Frogtown Road through September 30, 2021.

He also gave the Board information on a previous employee of Spring Grove who reached out to him to offer his company to meet the needs of the township's sewer services such as the pump stations.

The last item Marc brought before the Board was the position of the office assistant. He explained that they would need to hire a new office assistant since Jennifer Thornton has become the Treasurer. He explained that he is in the process of filling that position.

NEXT SCHEDULED MEETINGS: Board of Supervisors Regular Meeting – Tuesday, June 16, 2020 at 7 p.m. with Supervisor Caucus at 6 p.m. Work Session Meeting – Thursday, July 2, 2020 at 7 p.m. with Supervisors Caucus at 6 p.m.

Chairman Ault announced that the meeting would adjourn and they would go into a brief executive session to discuss personnel issues.

ADJOURNMENT: Chairman Ault made a motion to adjourn the meeting at 8:15 p.m., seconded by Chairman Staaf. **Motion carried.**

Respectfully submitted,

Miriam Clapper, Secretary

Chairman