

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, June 16, 2020
7 p.m.

On Tuesday, June 16, 2020, the Regular Meeting of the West Manheim Township Board of Supervisors took place at the Municipal Building at 2412 Baltimore Pike. Chairman Ault called the Meeting to Order at 7 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Krysiak, Ryneerson and Staaf. Also present were, the Township Manager Marc Woerner, Interim Manager Michael Bowersox, Township Solicitor Walter Tilley, III, Township Engineer Chris Toms from C. S. Davidson, Inc and Township Secretary Miriam Clapper. A quorum was present.

ANNOUNCEMENT: Chairman Ault read a letter that he had received from Bev Frey and the Class of 2020 asking the Board to approve a car parade through the South Pointe Development on June 26, 2020, from 7 p.m. to 8 p.m. to honor 2020 graduating seniors.

Chairman Ault made a motion to grant Ms. Frey's request to use the fire police and the police department, if available, plus the volunteer fire department for the car parade to be held on June 26, 2020 from 7 p.m. to 8 p.m. to honor the 2020 Class of South Western Seniors, seconded by Supervisor Krysiak. **Motion carried.**

APPROVAL OF MINUTES: Supervisor Ryneerson made a motion to approve the Minutes of the Board of Supervisors Regular Meeting of June 4, 2020, seconded by Supervisor Krysiak. **Motion carried.**

DISBURSEMENTS: Supervisor Staaf made a motion to approve the Disbursements of all Funds (as listed), seconded by Supervisor Hartlaub. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted the Township received no correspondences.

RECREATION BOARD REPORT: Kelli Reed representative for the West Manheim Township Park & Recreation had nothing new to add to her report (copy on file). She did inform the Board that people are starting to use the park. She did note that the park equipment is not sanitized so anyone using does so at his or her own risk.

Chairman Ault pointed out on the Rec Park's Report that the park board is asking for approval to shop for a used electric powered utility vehicle and made a motion giving the Rec Board approval.

Chairman Ault made a motion giving the Rec Board approval to shop for a used utility vehicle, seconded by Supervisor Ryneerson. **Motion carried.**

Chairman Ault made a motion to accept the Recreation Park Board Report, seconded by Supervisor Ryneerson. **Motion carried.**

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

Chairman Ault made a motion to accept the Solicitor’s Report, seconded by Supervisor Krysiak **Motion carried.**

ENGINEER’S REPORT: Township Engineer Christopher Toms, C. S. Davidson, had nothing new to add to his submitted report (copy on file), but did point out on his report that they had heard back from a contractor who is interested in submitting a bid for painting the bridge located on Beck Mill Road. He asked the Board if they wanted to rebid the project or to wait and combine the Beck Mill Road Bridge and the Laurence Drive Bridge projects under one bid packet.

- A. A map summarizing the televising results.
- B. Electrical Drawings for the generator installation
- C. Drafts of Sections 1, 2, and 6 for the generator installation specifications.

Chris Toms informed the Board that their notebooks had the map summarizing the televising results for South Pointe and Reservoir Heights area. He explained that the map summarizes where some of the larger sags are found. He told the Board that he had the reports and would supply the results to any board member who wanted to see them.

The Township Engineer reminded the Board that he had informed them about the application for transferring the permits from the Township to The York Water Company. DEP’s planning department is requiring an Act 537 Special Study. He explained that the study is a summary of the total Act 537 plan so most of the information needed will come from the prior Act 537 that the Township currently has but it also specifically addresses any additional needs since the last study. DEP also wants to see if the entity taking over the sewer system can address those needs and how that would be done.

He explained that the state had provided C.S. Davidson with a seven-page document with the items that they want in the study. Chris explained that C.S. Davidson has reviewed what the report would require to complete, and C.S. Davidson estimates the fee to complete the required study would be \$26,000, which is in addition to what they are working on for Area 6 evaluation. He noted that DEP will let both studies be submitted at the same time, which could save on the cost to the township. He explained that the next step is to have a meeting with C.S. Davidson, DEP, York Water and the Township. He then asked if the Township wanted to proceed and who would be attending the meeting.

A discussion took place on what are the next steps towards selling the system and how the Board wanted to handle the Act 537 Special Study. Chairman Ault suggested giving the Township Engineer Chris Toms authorization to set up a meeting with all parties involved in the sale. Chris Toms will set up a meeting as soon as possible.

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

When asked about items 11B and C under his report., the Township Engineer indicated that if the Board found the electrical drawings for the generator installation and the materials provided to them acceptable, he would like authorization to advertise the bid packet with the change that was requested about extending the line within the conduit that has previously been installed.

Chairman Ault then made a motion to advertise the electrical drawings for the generator installation given Paragon Engineering Services with the change that was requested about extending the line within the conduit that has previously been installed, seconded Supervisors Staaf. **Motion carried.**

REPORTS:

- A. Monthly Budget Review – Treasurer's Report – February, March April - 2020
- B. Chief of Police, Monthly Activity Report – May 2020
- C. Public Works Report – May 2020
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – May 2020
- E. EMA Report – May 2020
- F. Code Enforcement Officer Report – May 2020
- G. SEO Report – May 2020

Supervisor Rynearson reported that the Pleasant Hill Volunteer Fire Company had to cancel this year's carnival and might need to cancel the wine tasting event. The fire company has sent out this year's donation request hoping to make-up losses with this letter.

Supervisor Staaf a motion to accept the Engineer's Report and Reports A through G, as given, seconded by Supervisor Rynearson **Motion carried.**

13. Manager Report

Township Manager Marc Woerner reported that he gave the Board members and Interim Manager Michael Bowersox his transfer list, transferring management from him to the Interim Manager.

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

OLD BUSINESS:

A. AN ORDINANCE OF WEST MANHEIM TOWNSHIP PROHIBITING SMOKING ON PROPERTY OWNED OR LEASED BY WEST MANHEIM TOWNSHIP

Supervisor Staaf made a motion to advertise the ordinance prohibiting smoking on property owned or leased by West Manheim Township, seconded by Supervisor Hartlaub. In a vote of Supervisors Hartlaub, Krysiak, Rynearson and Staaf voting “yay” and Chairman Ault voting “nay”, the **Motion carried.**

B. Traffic Study for Fuhrman Mill Road

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

NEW BUSINESS:

A. Raise for Jason Baldwin

Supervisor Staaf made a motion to increase the raise for Jason Baldwin the Township’s EMA Director by \$2 per hour, seconded by Supervisor Rynearson. **Motion carried.**

B. George Garner Certification Extension

Chairman Ault informed those present that Mr. George Garner had previously come before the Board requesting an extension of the on-lot pumping requirement for his property. Chairman Ault explained that the Board had previously asked that Mr. Garner present documentation that the on-lot septic system on this property was pumped and Mr. Garner has presented such document.

Chairman Ault made a motion granting Mr. Garner extension request through August 31, 2023, seconded by Supervisor Rynearson. **Motion carried.**

C. Rob Miller – waiver to septic system repairs

Chairman Ault made a motion to table Mr. Rob Miller’s waiver request to repair his septic system, seconded by Supervisor Krysiak. **Motion carried.**

SUBDIVISION PLANS:

A. High Pointe at Rojen Farms South Section – Phases IID – IIE – IIF Final Subdivision and Land Development Plan
(Review Time Expires 6/18/2020)

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 South Section – Phases IID – IIE – IIF Final Subdivision and Land Development Plan. He informed the Board that these are the last phases of Rojen Farms South Section.

Supervisor Staaf made a motion to approve the High Pointe at Rojen Farms South Section – Phases IID – IIE – IIF Final Subdivision and Land Development Plan on the condition that all the engineer's comments of the letter dated May 12, 2020 are met, seconded by Supervisor Krysiak. **Motion carried.**

Jim Piet came before the Board asking for a letter that the township gave conditional approval on the plan. He explained that Penn Township will want to know that West Manheim Township gave approval before they take any action.

B. Belmont Ridge Phase V – 203 Lot – Preliminary Plan (review time expires 09/04/2020)

Ed VanArsdale from Warehaus Engineering representing, Burkentine and Sons Builders for Belmont Ridge Phase V came before the Board of Supervisors to ask for a favorable recommendation on the waiver requests for Belmont Ridge Phase V – 205 Lots Preliminary Plan. He explained he was here to request three waivers. The first request was suggested that the cul-de-sacs be put in those locations by emergency management for moving emergency equipment and the public works for snow plowing. The second request, the developer was asking to pay the recreation fee in lieu of land since the plan was done under the conservation overlay district. He explained that out of the 125 to 130 acres there is a large area to be placed in the conservation district. The development will have sidewalks and a walking trail. The third request of drafting standards is to allow everything to fit on one sheet. He indicated that some of the drafting standard changes were asked for by the York County Planning Department. Discussion took place on each waiver before a motion was made.

1. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance Section 235-45B(5)(A) CUL-DE-SAC STREETS – request to construct three (3) cul-de-sac streets adhering to Sections 235-45B(5)(B)(1)(2) & 235-45F for design standards.

Chairman Ault made a motion to deny the waiver request to the West Manheim Township Subdivision and Land Development Ordinance Section 235-45B(5)(A) CUL-DE-SAC STREETS, seconded by Supervisor Rynearson. **Motion carried.**

2. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance Section 235-61 & 62 COMMON OPEN SPACE & RECREATIONAL FACILITIES – request a waiver of the requirements of this section and to submit a fee-in-lieu.

Chairman Ault made a motion to table this waiver due to the fact it was not necessary, seconded by Supervisor Krysiak. **Motion carried.**

3. SALDO 235-33A(2)(a) – DRAFTING STANDARD – Request a waiver to present plans at scales of 150 feet to the inch and 200 feet to the inch in order to present the entire parcel on one sheet for clarity and to show the entire parcel in relation to adjacent phases of the Belmont Ridge project.

Chairman Ault made a motion to grant the waiver request to West Manheim Township Subdivision and Land Development Ordinance Section 235-33A(2)(a) – DRAFTING STANDARD, seconded by Supervisor Hartlaub. **Motion carried.**

C. West Manheim Township Preliminary/Final Land Development Plan (Review Time Expires 09/04/2020)

Township Manager Marc Woerner and Township Engineer Chris Toms reviewed each waiver request and why they were necessary.

1. Waiver request to Section 305.A to allow the Land Development Plan to proceed as a Final Plain waiving the Preliminary Plan Review

Supervisor Krysiak made a motion to grant the waiver request to Section 305.A to allow the Land Development Plan to proceed as a Final Plain waiving the Preliminary Plan Review, seconded by Supervisor Rynearson. **Motion carried.**

2. Waiver request to Section 512. Sidewalks – to waive the requirement to install sidewalks along Baltimore Pike

Supervisor Hartlaub made a motion to grant the waiver request to Section 512. Sidewalks – to waive the requirement to install sidewalks along Baltimore Pike, seconded by Supervisor Ault. **Motion carried.**

3. Waiver request to Section 513 Curbing – to waive the requirement to install curbing along Baltimore Pike

Supervisor Rynearson made a motion to grant the waiver request to Section 513. curbs – to waive the requirement to install curb along Baltimore Pike, seconded by Supervisor Hartlaub. **Motion carried.**

D. EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Belmont Ridge, LLC – Belmont Ridge Phase 3 and Phase 4 – 2 lot (Review Time Expires 6/18/2020)
 - a. Extension request for Belmont Ridge Phase 3 and Phase 4 through September 18, 2020

Supervisor Staaf made a motion to grant the extension request for Belmont Ridge Phase 3 and Phase 4 through September 18, 2020, seconded by Supervisor Ault. Motion carried.

2. Lexington 2A Preliminary/Final Land Dev. (review time expires 06/18/2020)
 - a. Extension request for Lexington Phase 2A through September 18, 2020

Supervisor Staaf made a motion to grant the extension request for Lexington Phase 2A through September 18, 2020, seconded by Supervisor Krysiak. **Motion carried.**

E. ALL TO BE TABLED:

Belmont Ridge Phase 3 and Phases 4, 224 Lot Preliminary Plan (review time expires 06/18/2020)
Lexington 2A Preliminary/Final Land Dev. (review time expires 06/18/2020)
Whitetail Ridge – Phase 2 Minor Subdivision Plan (review time expires 07/04/2020)
Joshua Hill Farm, 124 - lot Preliminary (review time expires 01/21/2021)
The Warner Farm, 15-lot Preliminary (review time expires 01/21/2021)
Preserves at Codorus Creek IV (Marlee Hill) 79 - lot Preliminary (review expires 01/21/2021)

Supervisor Staaf made a motion to table to the date that is indicated: Belmont Ridge Phase 3 and Phases 4, 224 Lot Preliminary Plan (review time expires 06/18/2020); Lexington 2A Preliminary/Final Land Dev. (review time expires 06/18/2020); Whitetail Ridge – Phase 2 Minor Subdivision Plan (review time expires 07-04-2020); Joshua Hill Farm, 124 - lot Preliminary (review time expires 01/21/2021); The Warner Farm, 15-lot; Preliminary (review time expires 01/21/2021); Preserves at Codorus Creek IV (Marlee Hill) 79 - lot Preliminary (review expires 01/21/2021), seconded by Supervisor Krysiak. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

Pam Collins, 2571 Baltimore Pike came before the Board of Supervisors to express her concerns on how the Zoning Officer's determined that the proposed use of commercial storage and distribution of propane gas at 2641 Baltimore Pike in West Manheim Township is a permitted use under the Township Zoning Ordinance.

Charlie Hahn came before the Board to ask what the process would be to have a two-way stop sign change into a four-way stop sign at the intersections on Impounding Dam Road and Beck Mill Road.

Andy Hoffman approached the Board to comment and to express his disappointment on the Board's decisions to waive sidewalks in front of the township building.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, July 3, 2020 at 7 p.m. with Supervisors Caucus at 6 p.m. . Supervisors Regular Meeting - Tuesday, July 21, 2020 at 7p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Chairman Ault made a motion to adjourn the meeting at 8:45 p.m., seconded by Supervisor Staaf. Motion carried.

Respectfully,

Miriam Clapper, Secretary

Chairman