

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, July 21, 2020
7 p.m.

On Tuesday, July 21, 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 7:05 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Krysiak, Rynearson and Staaf. Also present were, the 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 announced that the Board of Supervisors held an executive session before the meeting to discuss the sale of the sewer system and discuss personnel issues.

PUBLIC COMMENTS: Chairman Ault asked those who had signed up to speak to the Board members do so at this time due to COVID-19 restrictions on the number of people who could be in the room.

Nancy Bader of Colonial Hills asked the Township Solicitor if there was anyway that the subdivision of Colonial Hills could dissolve the HOA that was currently in place. The Township Solicitor explained that she would need to hire an attorney who would review the documents to see if it can be dissolved. He also explained that if the HOA is part of the subdivision plan it might not be allowed because the Township requires the HOA to maintain things such as the stormwater management ponds.

Keith Rohrbaugh approached the Board of Supervisors to ask if the West Manheim Ponies Football could use the field in the back of the township office building to hold their home football games.

Chairman Ault expressed that he had no problem with the West Manheim Ponies using the field if they had all the necessary insurances, maintain the fields, follow COVID 19 guidelines.

Chairman Ault made a motion to grant permission for the West Manheim Ponies to use the field located behind the township office building on the condition that they provide insurance, sign the rental Agreement the West Manheim Township Recreation Park uses and follow the COVID guidelines, seconded by Supervisor Krysiak. In a vote of Supervisors Ault, Krysiak, Rynearson, and Staaf voting “yay” and Supervisor Hartlaub voting “nay” the **Motion carried.**

Jason Mangus came before the Board to voice his concern on a proposed discrimination ordinance that the Board of Supervisors have been asked to consider for adoption.

APPROVAL OF MINUTES: Supervisor Staaf made a motion to approve the Minutes of the Board of Supervisors Regular Meeting of June 16, 2020, seconded by Supervisor Rynearson. **Motion carried.**

DISBURSEMENTS: Supervisor Rynearson made a motion to table the Disbursements of all Funds until the next meeting, seconded by Supervisor Staaf. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted the Township received an email from Jen Flynn inviting board members to attend an Eagle Scout Awards Ceremony for Evan Groves on Saturday, July 25th at First United Methodist Church on Frederick Street in Hanover.

Chairman Ault also noted that he received a letter from Mack Warner about a fireworks incident that occurred close to his home. Chairman Ault noted that Mr. Warner had spoken with a township police officer concerning the fireworks and the letter was to make the Board aware of the incident.

RECREATION BOARD REPORT: Chairman Ault noted that there was no report.

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

Supervisor Krysiak made a motion to accept the Solicitor's Report, seconded by Supervisor Staaf **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 ask the Board to award the bid for the generator installation. Chairman Ault then asked for a motion to award the bid to Swam Electric.

Supervisor Staaf made a motion to award the contract for the installation of a new generator for the office building to Swam Electric for \$59,127 (Fifty-Nine Thousand, One Hundred Twenty-Seven Dollars), seconded by Supervisor Hartlaub. **Motion carried.**

REPORTS:

- A. Monthly Budget Review – Treasurer's Report – June - 2020
- B. Chief of Police, Monthly Activity Report – June 2020
- C. Pleasant Hill Volunteer Fire Co.-EMS Reports – June 2020
- D. EMA Report – June 2020
- E. Code Enforcement Officer Report – June 2020

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

13. Manager Report

Interim Township Manager Mike Bowersox gave an overview of his report pointing out that the land development plan for the public works building would be on their regular board meeting in August. He also informed the Board that the contractor who would do the chip seal project is willing to work with the Township and understands if the Township would cancel the contract due to labor shortages.

At this point in the meeting Supervisor Staaf noted that the Emergency Services needed a part-time EMT and that the Board would give the manager authorization to hire another EMT.

Supervisor Staaf made a motion to give authorization to hire a part-time EMT at the IAFF contract rate, seconded by Supervisor Ault. **Motion carried.**

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

OLD BUSINESS:

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

Chairman Ault noted that the Ordinance had been legally advertised and was ready to be acted on.

Supervisor Staaf made a motion to adopt the Ordinance of West Manheim Township prohibiting smoking on property owned or leased by West Manheim Township, seconded by Supervisor Rynearson. In a roll call vote Supervisors Hartlaub, Krysiak, Rynearson and Staaf voting “yay” and Supervisor 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. Jennifer Thornton- PSATS QuickBooks Training on-line - \$150.00

Supervisor Ault made a motion to approve Jennifer Thornton attending an on-line PSATS QuickBooks class for \$150.00 (One Hundred Fifty Dollars and No Cents), seconded by Supervisor Rynearson. **Motion carried.**

B. Paragon Engineering Services – Additional Services Notice/Request

Township Engineer Chris Toms reminded the Board that they had previously asked that they add service for the public works building and this is the cost to add that service to the bid packet.

Supervisor Ault made a motion to approve the payment of the additional service notice/request from Paragon Engineering Services for \$600, seconded by Supervisor Krysiak. In a vote of Supervisors Ault, Hartlaub, Krysiak and Rynearson voting “yay” and Supervisor Staaf voting “nay” the **Motion carried.**

C. Motion to execute the Sewer Reservation Agreements for Belmont Phase 3 and 4 and Lexington Phase 2A

Supervisor Ault made a motion to execute the Sewer Reservation Agreements for Belmont Phase 3 and 4 and Lexington Phase 2A, seconded by Supervisor Rynearson. **Motion carried.**

D. West Manheim Ponies – Keith Rohrbaugh and Travis Wetzel

Chairman Ault explained that they had previously acted on this agenda item under Public Comments.

E. Septic Repair for 25 Harget Drive

Mr. Robert Miller of 25 Harget Drive approached the Board to ask for relief in repairing his on-lot sand mound septic system. After discussing the request, it was decided that Mr. Miller could get a second opinion from another sewage enforcement officer by the next regular board of supervisors meeting on August 18, 2020.

Supervisor Ault made a motion to grant Mr. Robert Miller of 25 Harget Drive an extension request until August 18, in regard to getting another septic inspection, second opinion at his expense, seconded by Supervisor Staaf. **Motion carried.**

F. Motion to accept the municipal building roof restoration proposal from Heidler Roofing Services, Inc. for \$66,850.

Supervisor Ault motion to accept the municipal building roof restoration proposal from Heidler Roofing Services, Inc. for \$66,850 (Sixty-Six Thousand, Eight Hundred Fifty Dollars), seconded by Supervisor Rynearson. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER’S LETTER

A. Motion to grant the extension request for Whitetail Ridge Phase 2 – 6 lots Minor Subdivision Plan (review time expires 07/04/2020) through September 16, 2020.

Supervisor Ault made a motion to grant the extension request for Whitetail Ridge Phase 2 – 6 lots Minor Subdivision Plan through September 16, 2020, seconded by Supervisor Krysiak. **Motion carried.**

SUBDIVISION PLANS

A. Belmont Ridge, LLC – Belmont Ridge Phase 3 224 Units and Phase 4 – 81 lots Preliminary Plan

Township Engineer, Chris Toms pointed to his engineer comments' letter dated July 16, 2020, and explained that most of the items in his letter were administrative that need to be resolved, he felt that a conversation needed to take place concerning the Developer's Agreement and the responsibilities the developer will have. He wants to make sure the developer understands that they will handle the overlay on Pumping Station Road. He wants the developer to understand what is involved with the signal timing study that they have agreed to do at the intersection of Baltimore Pike and Brunswick Drive. Township Engineer Chris Toms also feels that they provide a maintenance program for the non-conforming silo located on the property.

Paul Minnich council for the developer agreed with the township's engineer concerning a Developer's Agreement. He also indicated that the developer agreed with the outstanding items on the engineer's comment letter of July 16, 2020 and would supply a Developer's Agreement for the township's solicitor to review. He then gave each board member, the manager, and the solicitor a copy to review while he spoke on the Agreement.

Township Engineer Chris Toms agreed with the developer's solicitor that the plan would be ready for conditional approval at the August meeting, explaining that there is outside agency approval that would not be ready by the August meeting.

Supervisor Ault made a motion to table Belmont Ridge, LLC – Belmont Ridge Phase 3 224 Units and Phase 4 – 81 lots Preliminary Plan, seconded by Supervisor Staaf. **Motion carried.**

B. Homestead Acres Phases 4 - Final Subdivision Plan

Scott Bert the engineer for J.A. Myers on the Homestead Acres Phase 4 final plan came before the Board to ask for conditional approval on this plan. He explained that the developer is currently in the process of providing proof of financial security and the recreation fees.

Supervisor Staaf made a motion to approve the Homestead Acres Phases 4 - Final Subdivision Plan on the condition that the bonding is secured, and the recreation fees are paid, seconded by Supervisor Rynearson. **Motion carried.**

C. Whitetail Ridge Phase 2 – 6 lots Minor Subdivision Plan

Mickey Thompson of Burkentine and Sons, and Ted Decker from Group Hanover Inc were present to represent the developer of the Whitetail Ridge Phase 2 – 6 lots Minor Subdivision Plan and to ask for final plan approval.

Supervisor Ault made a motion to approve the Whitetail Ridge Phase 2 – 6 lots Minor Subdivision Plan on the condition that the planning module for land development shall be provided in accordance with the requirements of the PA DEP and recreation fees are paid, seconded by Supervisor Krysiak. Motion carried.

D. ALL TO BE TABLED:

West Manheim Township Preliminary/Final Land Development Plan (review time expires 09/04/2020)
Belmont Ridge Phase V – 203 Lot – Preliminary Plan (review time expires 09/04/2020)
Belmont Ridge Phase 3 and Phases 4, 224/ Units/81 Lots Preliminary Plan (review time expires 09/18/2020)
Lexington 2A Preliminary/Final Land Dev. (review time expires 09/18/2020)
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 Ault 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 09/18/2020); Lexington 2A Preliminary/Final Land Dev. (review time expires 06/18/2020); Whitetail Ridge – Phase 2 Minor Subdivision Plan (review time expires 09/16/2020); 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 Rynearson. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

Chairman Ault brought two items to the Board's attention. First was the roller that was taken to Cleveland Brothers for repairs. He reminded the Board members that Cleveland Brothers wanted to charge the township \$5,600 for just the parts and that it would take 26 weeks to get the dry motor. Chairman Ault explained that he spoke harshly to the representatives of Cleveland Brothers reminding them that the township had just spent over \$103,000 on a backhoe. He then spoke to a salesman who he spoke harshly to, explaining this does not look good for Caterpillar. After speaking with Cleveland Brothers representatives, Chairman Ault then explained that he felt they should take the roller from Cleveland Brothers to Manchester Hydraulics for a second opinion. Manchester Hydraulics explained that they could repair the dry motor for a total of \$6,500, which included the re-built dry motor, install and test and delivery can be made in six to 10 weeks.

Supervisor Rynearson made a motion to have Manchester Hydraulics, in Manchester, PA repair the roller for a total of \$6,500, seconded by Supervisor Staaf. Motion carried.

Chairman Ault informed the Board members that he would be out of town for the August 6, supervisors meeting and that Vice Chairman Jim Staaf would conduct the meeting.

Supervisor Rynearson informed the Board members and those present that the Pleasant Hill Fire Department was sponsoring a food truck fundraiser.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, August 6, 2020 at 7 p.m. with Supervisors Caucus at 6 p.m. Supervisors Regular Meeting - Tuesday, August 18, 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 Rynearson. Motion carried.

Respectfully,

Miriam Clapper, Secretary

Chairman