

**WEST MANHEIM TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**

Regular Meeting

Tuesday, February 16, 2021  
7 p.m.

Chairman Ault called the Regular Meeting of the West Manheim Township Board of Supervisors to Order at 7 p.m. on Tuesday, February 16, 2021, followed by the Pledge to the Flag and Invocation. The meeting took place at the Municipal Building, 2412 Baltimore Pike, Hanover, PA, 17331 and through the GoToMeeting video conferencing software.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Krysiak, Rynearson and Staaf. Also, present were the Township Manager Michael Bowersox, Township Engineer Chris Toms from C. S. Davidson, Inc., Township Solicitor Walter Tilley, III from Stock and Leader Attorneys at Law, and Township Secretary Miriam Clapper. A quorum was present.

ANNOUNCEMENT: Chairman Ault informed those present that the Board of Supervisors held an executive session before the meeting to discuss personnel matters.

PUBLIC COMMENTS: Chairman Ault and Township Manager Michael Bowersox asked if anyone present or online wanted to speak at this time and received no reply.

APPROVAL OF MINUTES: Supervisor Krysiak made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of Tuesday, February 4, 2021, seconded by Supervisor Rynearson. **Motion carried.**

DISBURSEMENTS: The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Rynearson, seconded by Supervisor Krysiak. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted the Board received no correspondence.

RECREATION BOARD REPORT: Supervisor Ault made a motion to approve the Rec. Board's Report (copy on file) as given, seconded by Supervisor Staaf. **Motion carried.**

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

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

ENGINEER'S REPORT: Township Engineer Christopher Toms, C. S. Davidson added to his submitted report (copy on file) that the lead-based paint testing for the bridge projects and the sampling for the full depth reclamation on Hobart Road will be completed next week. He explained that the full depth reclamation work was delayed twice by snow, so he feels that will delay them bidding the work until April.

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

REPORTS:

- A. Monthly Budget Review – Treasurer's Report – January 2021
- B. Chief of Police, Monthly Activity Report – January 2021
- C. Public Work's Report – January 2021
- D. Pleasant Hill Volunteer Fire Co.-EMS Reports – January 2021
- E. EMA Report – January 2021
- F. Code Enforcement Officer Report – January 2021
- G. SEO Report – January 2021

Supervisor Staaf made a motion to accept the Reports A through G as given, seconded by Supervisor Rynearson. **Motion carried.**

MANAGER REPORT: Township Manager Mike Bowersox had nothing to add to his submitted report (copy on file) but pointed out in his section a copy of the draft spring newsletter was included. He suggested the Board members review the newsletter and if there is something that they would like added let him know. Supervisor Ault wanted to know if there were fines attached to each ordinance listed in the newsletter. He wanted to make sure if someone violated any of the ordinances listed in the newsletter, such as, putting mowed grass in the streets would that person be fined. Township Manager explained that every ordinance is assigned a penalty amount. The offender would get a citation, if the offender continues to violate the ordinance, then it would go to the magistrate and the magistrate would determine the amount of the fine.

Supervisor Staaf thanked the road crew for the great job they did on Dubs Church Road and Grand Valley Road.

Supervisor Ault made a motion to approve the Manager's Report as given, seconded by Supervisor Rynearson. **Motion carried.**

OLD BUSINESS: None

NEW BUSINESS:

- A. Motion to approve the date for the Shredding Event – Saturday, May 22, 2021 from 9 a.m. – 12 p.m.

Supervisor Ault made a motion to approve the date for the Shredding Event – Saturday, May 22, 2021 from 9 a.m. – 12 p.m., seconded Supervisor Rynearson. **Motion carried.**

B. Exchange Club request to use the township community room use as a temporary storage area for the flags to be used for the 9/11 Memorial.

Supervisor Krysiak made a motion to grant permission to the Exchange Club request to use the township community room as a temporary storage area for the flags to be used for the 9/11 Memorial, seconded by Supervisor Rynearson. **Motion carried.**

C. Ratify the Agreement between Woodhaven and Burkentine Builders

Township Manager Michael Bowersox explained to the Board that when sewer reservation agreements were first entered, in the Agreement, it gave a certain time frame for the developer to connect to the public sewer. He continued to explain that if no connection was made to the public sewer within that time frame, the developer would be subject to paying the flat rate sewer charge per EDU at that time. He informed the Board that the township never billed the developer for the flat rate sewer charge and the developer never paid the flat rate. The Township Manager also pointed out that within the Agreement it says that the Board must approve any transfer of EDUs to any entity. He explained that in this case, it passed from one developer to another developer. Township Manager Michael Bowersox told the Board members that the township is billing at the reduced rate, which Township Engineer Chris Toms agreed that the developer is being billed at the reduced rate that was enacted in 2011 and it should be billed at the full rate.

Township Engineer Chris Toms agreed with the Township Manager that there is a provision that the original developer, Woodhaven Builders, can transfer the capacity with Township approval. He explained that Woodhaven Builders recently did ask for that approval. He recommended that the Board ratify that the capacity has been transferred to Burkentine.

Supervisor Ault made a motion to approve the transfer of sewer capacity owned by Woodhaven Builders known as High Pointe at Rojen Farms South Section, Phases II-D, II-E, and II-F to High Pointe South, LLC (Burkentine Builders) on the condition that all future billings are in accordance with the amended agreement, seconded by Supervisor Hartlaub. **Motion carried.**

D. Motion to grant the request by the West Manheim Lions Club & Pleasant Hill Vol. Fire Company to hold the Annual “Wine Tasting on the Hill” on Saturday, September 25th and Sunday, Sunday 26<sup>th</sup>.

Supervisor Krysiak made a motion to grant the request by the West Manheim Lions Club & Pleasant Hill Vol. Fire Company to hold the Annual “Wine Tasting on the Hill” on Saturday, September 25th and Sunday, Sunday

26<sup>th</sup> with meeting all state COVID guidelines and restrictions, seconded by Supervisors Ryneerson. **Motion carried.**

E. Discussion on repairs of the grader

Roadmaster Thomas Hartlaub approached the Board to give his report on the grader repairs. He informed the Board that the grader is estimated to be a 1984 model and in good shape. He informed the Board the reverse gears no longer work. It can move forward not backwards. He explained that the last time the transmission oil was changed was 40 years ago. The Roadmaster told the Board members that a rebuilt transmission would cost \$12,500 plus parts and labor. He explained when he was told that price, he felt he should look at other options and after looking at other options, he felt that the current grader was worth repairing since it is such a sound piece of equipment. He supports replacing the broken transmission with a rebuilt transmission for \$12,500 plus parts and labor.

Supervisor Hartlaub made a motion to approve the repair of the grader with a rebuilt transmission for \$12,500 plus parts and labor, seconded by Supervisor Ryneerson. **Motion carried.**

F. Awarding of the Joint Bids for Commonly Used Supplies and Services from 4/1/21 to 3/31/22

1. Pre-mixed Bituminous Concrete

a. Motion to accept the bid and award the contract to York Building Products for Pre-mixed Bituminous Concrete under Alternate #1

**FOB Plant – Alternate #1**

1. Pre-mixed Bituminous Stockpile Material \$105.00 per ton.
2. Bituminous Concrete Base Course (BCBC) \$45.60 per ton.
3. 9.5 mm Superpave Surface Course \$54.00 per ton.
4. 19 mm Superpave Surface Course \$49.40 per ton.
5. 25 mm Superpave Base Course \$46.70 per ton.

**FOB Job – Alternate #2**

1. Bituminous Concrete Base Course (BCBC) \$51.50 per ton.
2. 9.5 mm Superpave Surface Course \$59.90 per ton.
3. 19 mm Superpave Surface Course \$55.30 per ton.
4. 25 mm Superpave Base Course \$52.60 per ton.

Supervisor Ault made a motion to accept the bid and award the contract to York Building Products for Pre-mixed Bituminous Concrete under Alternate #1 and Alternate #2 as listed on the agenda, seconded by Supervisor Staaf. **Motion carried.**

2. Crushed Stone - Purchase Product Penn DOT Number Or (AASHTO Number):

a. Motion to accept the bid and award the contract for Crushed Stone to Vulcan Construction Materials LP for:

**FOB Plant:**

1. Screenings (AASHTO 10) at a price of \$12.25 per ton.
2. PA 2A Stone at a price of \$9.20 per ton.
3. Sand and Crushed Stone Anti-Skid Type 2 at a price of \$13.30 per ton.
4. 1B Stone (AASHTO #8) & HE6 Stone (AASHTO #9) at a price of \$14.20 per ton.
5. 2B Stone (AASHTO #57) at a price of \$13.00 per ton.
6. All other stone including 4-inch Ballast (AASHTO #1) – (AASHTO #3), at a price of \$13.00 per ton.
7. Rip-Rap at a price of \$17.05 per ton.
8. FOB Job: Stone Delivery Prices per ton delivery only in full truck load quantities to job locations at time of delivery in: WEST MANHEIM TOWNSHIP: \$3.95

Supervisor Ault made a motion to accept the bid and award the contract for Crushed Stone to Vulcan Construction Materials LP as listed on the agenda, seconded by Supervisor Staaf. **Motion carried.**

3. Petroleum Products

a. Motion to accept the bid and award for the contract for Petroleum Products to the following at the bid prices as quoted:

1. To Mid-Atlantic Cooperative Solutions d/b/a Aero Energy for regular lead-free minimum 87 octane gasoline for a price of \$1.7708 per gallon.
2. To PPC Lubricants Inc. for #5-20 motor oil in 55-gallon drums for a price of \$7.08 per gallon.
3. To PPC Lubricants Inc. for #5-20 full synthetic motor oil in 55-gallon drums for a price of \$9.76 per gallon.
4. To PPC Lubricants Inc. for #15-40 motor oil in bulk for a price of \$7.34 per gallon.
5. To PPC Lubricants Inc. for #15-40 motor oil in 55-gallon drums for a price of \$8.24 per gallon.

6. To PPC Lubricants Inc. for #10-20 hydraulic oil/low foaming action in bulk for a price of \$5.90 per gallon.
7. To PPC Lubricants Inc. for #10-20 hydraulic oil/low foaming action in 55-gallon drums for a price of \$6.80 per gallon.
8. To PPC Lubricants Inc. for multi-purpose grease for a price of \$2.78 per pound.
9. To Mid-Atlantic Cooperative Solutions d/b/a Aero Energy for diesel oil #2 for a price of \$1.9223 per gallon.
10. To Mid-Atlantic Cooperative Solutions d/b/a Aero Energy for fuel oil #2 for a price of \$1.8997 per gallon.
11. To PPC Lubricants Inc. for transmission fluid-Dexron II in 55-gallon drums for a price of \$7.44 per gallon.

Supervisor Ault made a motion to accept the bid and award the contract for Petroleum Products to the following at the bid prices as quoted as listed on the agenda, seconded by Supervisor Staaf. **Motion carried.**

4. Traffic Line Painting

a. Motion to accept the bid and award for Traffic Line Painting to the following at the bid prices quoted as follows:

1. To Alpha Space Control Co., Inc. for Center Line Painting: Two (2) four-inch yellow lines at a price of \$0.1040 per lf.
2. To Alpha Space Control Co., Inc. for Edge Line Painting: One (1) four-inch white line (solid or dashed) at a price of \$0.0528 per lf.

Supervisor Ault made a motion to accept the bid and award for Traffic Line Painting to the following at the bid prices quoted as listed on the agenda, seconded by Supervisor Hartlaub. **Motion carried.**

5. Water Borne Traffic Paint

a. Motion to accept the bid and award for Water Borne Traffic Paint to the following at the bid prices quoted as follows:

1. To Ennis Flint, Inc. for white paint in 5 gallon pails at a price of \$9.95 per gallon.
2. To Ennis Flint, Inc. for yellow paint in 5 gallon pails at a price of \$10.25 per gallon.

3. To Ennis Flint, Inc. for blue paint in 5 gallon pails at a price of \$11.50 per gallon.

Supervisor Ault made a motion to accept the bid and award for Water Borne Traffic Paint to the following at the bid prices quoted as listed on the agenda, seconded by Supervisor Krysiak. **Motion carried.**

6. Snow and Ice Rock Salt

a. Motion to accept the bid and award for the contract for Alternate #1 SNOW & ICE ROCK SALT & Alternate #2 CALCIUM CHLORIDE at the following bid prices as quoted:

**Alternate #1** to Eastern Salt Co., Inc. for Bulk Snow and Ice Rock Salt for a price of:

- \$60.60 per ton if delivered before July 1, 2021
- and for a price of \$60.90 if delivered before October 1, 2021
- And for a price of \$60.90 if delivered after October 1, 2021

**Alternate #2** to AgSalt Processing LLC for Calcium Chloride in 50 to 100 lb. bags or drums, for a price of \$580.00 per ton FOB Township's Public Works buildings.

to AgSalt Processing LLC for Liquid Calcium Chloride, 32% mixture at a price of \$1.10 per gallon FOB Township's Public Works Buildings.

Supervisor Ault made a motion to accept the bid and award for Alternate #1 Snow & Ice Rock Salt & Alternate #2 Calcium Chloride at the following bid prices as quoted as listed on the agenda, seconded by Supervisor Hartlaub. **Motion carried.**

SUBDIVISION PLANS:

A. D. R. Horton Waiver Request for High Pointe at Rojen Farms Subdivision

1. Waiver request for modification relief from West Manheim Township SALDO Chapter 235, Article V Design and Construction Standards, §235-51.D. Driveways - Driveways may not exceed 24 feet in width at the right-of-way line.

Township Engineer Chris Toms explained the need for the waiver request and that the Planning Commission supported the requests with conditions that the temporary parking spaces be removed before the lot is sold and dedicating the streets.

Supervisor Ault made a motion to grant the waiver request on the conditions that the temporary parking spaces be removed before the lot is sold and or prior to dedicating the streets to the township, seconded by Supervisor Ryneerson. **Motion carried.**

B. EXTENSION REQUEST: None

C. ALL TO BE TABLED:

Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 03/16/2021)  
Joshua Hill Farm, 124 - lot Preliminary, review time expires 04/21/2021  
The Warner Farm, 15-lot Preliminary, review time expires 04/21/2021  
Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review expires 04/21/2021

Supervisor Ault made a motion to table to the date that is shown: Belmont Ridge Phase V – 203 Lot – Preliminary Plan (review time expires 03/16/2021), Joshua Hill Farm, 124 - lot Preliminary, review time expires 04/21/2021; The Warner Farm, 15-lot Preliminary, review time expires 04/21/2021; Preserves at Codorus Creek IV (Marlee Hill), 79 - lot Preliminary, review expires 04/21/2021, seconded by Supervisor Hartlaub. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Ault and Township Manager Michael Bowersox asked if anyone present or online wanted to speak at this time and received no reply.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, March 4, 2021 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, March 16, 2021 at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

ADJOURNMENT: Chairman Ault made a motion to adjourn the meeting at 7:40 p.m., seconded by Supervisor Staaf. **Motion carried.**

Respectfully,

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Miriam Clapper, Secretary

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Chairman