

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Thursday, June 3, 2021, at 7 p.m.

Supervisor Ault called the Work Session to Order at 7:05 p.m., followed by the Pledge to the Flag and Invocation. The meeting also took place through the GoToMeeting video conferencing software.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Krysiak, Rynearson, Staaf, Township Manager Michael Bowersox, Solicitor Walter Tilley, III, and Secretary Miriam Clapper. A quorum was present.

ANNOUNCEMENT: None.

PUBLIC COMMENTS: Supervisor Ault asked if anyone wanted to address the Board and received no reply. Township Manager Michael Bowersox asked those attending the meeting through GoToMeeting if anyone wanted to address the Board and received no reply.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Regular Board Meeting of Tuesday, May 18, 2021, seconded by Supervisor Krysiak. **Motion carried.**

CORRESPONDENCE: Supervisor Ault noted the Township received a letter from Woodhaven Building and Development asking the township to prepare a deed to transfer the Beck Mill Road Pump Station Parcel to the Township.

Supervisor Ault made a motion to approve the correspondence as given, seconded by Supervisor Hartlaub. **Motion carried.**

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

ACTION/DISCUSSION ITEMS:

ACTION ITEMS

A. Motion to award 2021 Roadway Improvements to Kinsley Construction Sitework. The award will include Base Bid (Hobart) and Alternate No. 1 (Musselman) for a contract total of \$207,630.00.

Supervisor Ault made a motion to award Kinsley Construction Sitework for the base bid of \$187,675.00 (One Hundred Eighty-Seven Thousand, Six Hundred Seventy-Five Dollars and No Cents) with the Alternate No. 1 bid of \$19,955.00 (Nineteen Thousand, Nine Hundred and Fifty-Five Dollars and no cents) for a total of \$207,630.00 (Two Hundred Seven Thousand, Six Hundred Thirty Dollars and no cents), seconded by Supervisor Krysiak. **Motion carried.**

Supervisor Ault informed those present that the second lowest bid was from Shiloh Paving for \$216,147.00. Supervisor Ault told those present that by choosing Kinsley Construction, they were able to see a savings of about \$9,000.00.

B. Motion to hire a full-time Code Enforcement Officer/MS4 Administrator with starting salary of \$40,000.00.

Supervisor Staaf made a motion to hire a full-time Code Enforcement Officer/MS4 Administrator with starting salary of \$40,000.00, with added language to the job description that it will entail all duties the Manager believes necessary, seconded by Supervisor Rynearson. **Motion carried.**

DISCUSSION ITEMS

A. Financial accounting for road crew labor at rec. park

Supervisor Ault explained to those present that currently the Rec Park Fund is billed for work done at the rec park by outside agencies; however, the Rec Park Fund has not paid for work done at the park by public works department.

Supervisor Staaf made a motion to start billing the Rec Park Fund for public works labor and gas used for any work done at the recreation park, seconded by Supervisor Krysiak. **Motion carried.**

B. Recreation Park grant update

Supervisor Ault made a motion to approve the update that was given during caucus, seconded by Supervisor Krysiak. **Motion carried.**

A brief discussion took place on the placement of roads/trails, water lines, moving of the Bird Sanctuary, walkways, and township road crew doing some of the work.

SUPERVISORS AND/OR PUBLIC COMMENTS: Supervisor Ault asked those present in the audience if anyone wanted to address the Board and Township Manager Michael Bowersox reminded the Board about the addendum that needed action. He told the Board that police officer Joshua Rummel had completed his probationary period and has been recommended for full time employment with the West Manheim Township Police Department. He then asked that the Board of Supervisors approve Officer Joshua Rummel as a regular full time police officer.

Supervisor Staaf made a motion to approve Officer Joshua Rummel as a regular full time police officer with the West Manheim Township Police Department, seconded by Supervisor Hartlaub. **Motion carried.**

Roadmaster Tom Hartlaub told the Board that he spoke with a woman asking about the Cub Scouts/Boy Scouts donating time in the park. He told the Board members that he thought they could do upkeep on the trails and birdhouses, for their services project. He asked was it okay for him to reach out to the woman letting her know what needs to be done at the Rec Park. The Board has no problem with the Roadmaster talking to the woman.

Supervisor Staaf thanked the road crew for the job they did on laying the cement for the new storage container. He also mentioned that people were speeding through the park. Township Manager Michael Bowersox recommended changing the speed limit from 5 miles to 15 miles. Nina Rynearson Co-Chair of the Recreation Board asked if speed bumps could be placed around the area of the playground. Roadmaster Tom Hartlaub feels there is a serious sight distance problem in the area around the playground.

Township Manager Michael Bowersox asked if anyone from the public wanted to address the Board and received no reply.

NEXT SCHEDULED MEETINGS: Board of Supervisors Regular Meeting – Tuesday, June 15, 2021, at 7 p.m. with Supervisor Caucus at 6 p.m. Work Session Meeting – Thursday, July 1, 2021, at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor Ault made a motion to adjourn the meeting at 7:20 p.m., seconded by Supervisor Staaf. **Motion carried.**

Respectfully,

Township Secretary

Chairman