

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

Regular Meeting

Tuesday, June 15, 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, June 15, 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, and Rynearson. 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. Supervisor Staaf was not present. A quorum was present.

ANNOUNCEMENT: Chairman Ault announced that an executive session was held prior to the meeting to discuss personnel matters.

PUBLIC COMMENTS: Chairman Ault asked township resident Andy Hoffman, 2575 Baltimore Pike to come forward. Mr. Hoffman came before the Board to make them aware of possible code violations taking place at Gene's Propane Service, LLC located at 2641 Baltimore Pike.

APPROVAL OF MINUTES: Supervisor Krysiak made a motion to approve the Minutes of the Board of Supervisors Work Session Meeting of Thursday, June 3, 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 a letter from Vulcan Materials Company and a letter from York Building Products informing the Board of price increases.

Supervisor Rynearson made a motion to accept the correspondences as given, seconded by Supervisor Ault. **Motion carried.**

RECREATION BOARD REPORT: Supervisor Rynearson liaison to the Rec. Board informed the Board members there was an addendum to the Rec. Park Report (copy on file). He then told the Board that the park is seeing an increase in the number of people using the park since Kids' Kingdom in Penn Township has closed due to repairs. He then explained to the Board the procedure for taking care of the pavilions and the park is used over the weekend. Supervisor Rynearson then told the Board members that the Recreation Board held their monthly meeting at the rec park and then presented the Board with a list of why there is a need for a seasonal part-time maintenance person to be assigned to the park. He told the Board that they are reaching out

to other park board members to volunteer in helping to keep the park clean. The Board asked the Township Manager to explore the costs of hiring a seasonal employee at the park.

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

**SOLICITOR'S REPORT:** Solicitor Walter Tilley from Stock and Leader Attorneys at Law 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 Krysiak. **Motion carried.**

**ENGINEER'S REPORT:** Township Engineer Christopher Toms, from C. S. Davidson, Inc., had nothing new to add to his report (copy on file) but asked that the awarding of the street bids and Area 6 – public sewer be added to the work session agenda.

A. Motion to release security for YMCA in the amount of \$105,622.35.

Supervisor Ault made a motion to release security for YMCA for \$105,622.35 (One Hundred Five Thousand, Six Hundred Twenty-Two Dollars and Thirty-Five Cents), seconded by Supervisor Hartlaub. **Motion carried.**

B. Release of Letter of Credit for SpiriTrust - The Village at Utz Terrace.

Township Engineer Chris Toms told the Board that C.S. Davidson had received the request from SpiriTrust on the Letter of Credit that was due to expire this year. He then recommended to the Board that they release the Letter of Credit on the condition that SpiriTrust withdraw the approved plan.

Supervisor Rynearson made a motion to grant the request to release the Letter of Credit for SpiriTrust - The Village at Utz Terrace on the condition that they withdraw the plan, seconded by Supervisor Krysiak. **Motion carried.**

C. Fox Run Street Dedication and Security Reduction

Supervisor Ault made a motion to release \$171,727.30 of the public improvement security, with the remaining security amount of \$31,020.00 (Thirty-One Thousand Twenty Dollars and No Cents) and to table the Fox Run Street Dedication, seconded by Supervisor Rynearson. **Motion carried.**

D. Discussion on Area 6 – public sewer

Supervisor Ault made a motion to table the discussion on Area 6 – public sewer, seconded by Supervisor Krysiak. **Motion carried.**

At this time Township Engineer Chris Toms asked the Board for authorization to advertise for bids for the 2021 Small Span Bridge Maintenance.

Supervisor Ault informed those present that this would be Item E.

E. Authorization to advertise the 2021 Small Span Bridge Maintenance.

Supervisor Rynearson made a motion to give authorization to advertise the 2021 Small Span Bridge Maintenance bid packet, seconded by Supervisor Krysiak. **Motion carried.**

Township Engineer Chris Toms updated the Board members on their request to change the scope of chip seal repairs on Hobart Road. He reminded the Board member that C.S. Davidson could go ahead with that project and have the Township Manager sign the Agreement. Township Engineer Chris Toms explained that C. S. Davidson asked for three quotes for both chip seal repair and a single application over the entire road with the fog seal being eliminated to be under the bidding requirements. He told the Board that C.S. Davidson received a very good price from Hammaker, which the Township Manager has signed, and C. S. Davidson is coordinating with the contractor to get that work done.

Township Manager Michael Bowersox asked the Township Engineer if it is a good idea to forgo the fog seal and the Township Engineer Chris Toms explained that he did not feel it was a problem to forgo the fog sealing at this point but felt the Township should consider fog sealing other roads along with Hobart Road. If so, C.S. Davidson can put out another request for quotes for fog sealing.

Supervisor Ault expressed that he wanted Hobart Road to be fog seal immediately after the repairs were done. Township Engineer Chris Toms explained that it was a separate scope of work and due to the bidding limits, it could not be incorporated into this bid. Township Engineer Chris Toms told the Supervisors that he felt that there were other roads in the township that would benefit with fog sealing treatment. It was agreed by the Board of Supervisors and the Township Manager that the Township Engineer will meet with the Roadmaster to discuss the roads that would benefit with a fog sealing treatment.

Township Engineer Chris Toms reminded the Board of Supervisors that at an earlier meeting they had told J. A. Myers Building that they needed to submit the permit for the bridge extension associated with Harpers Hill and that they order the box culvert. Engineer Chris Toms wanted to remind the Board that in the Agreement it is the Township who will be buying the box culvert for that project. He told the Board that C.S. Davidson would be working with J.A. Myers on that project. He went on to explain that C. S. Davidson is currently talking with

vendors and will need to put out a small spec to manufactures for the manufacture and delivery of the box culvert. He also told the Board members that J. A. Myers has submitted the permit and is working with C. S. Davidson on the acquisition of the structure.

Supervisor Rynearson made a motion to accept the Engineer's Report as written and the elaborations that the Township Engineer Chris Toms has provided, seconded by Supervisor Hartlaub. **Motion carried.**

REPORTS:

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

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

MANAGER REPORT: Supervisor Ault noted that the only thing that needed action was whether to cancel the Work Session Meeting for Thursday, July 1, 2021.

- A. Supervisors Work Session – Thursday, July 1, 2021, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m.

Supervisor Rynearson made a motion to cancel the Supervisors Work Session – Thursday, July 1, 2021, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m., seconded by Supervisor Krysiak. **Motion carried.**

Supervisor Rynearson asked Township Manager Michael Bowersox if there was anything in his report that he wanted to highlight. Township Manager Michael Bowersox told the Board that the American Rescue Plan Act applications are filed with the Federal and State governments. He told the Board members that once they have been reviewed and approved, the Township should receive about \$450,000.00. He explained that it is very confusing on how the money can be spent. Township Solicitor Walt Tilley suggested giving the item that the Board would like to buy with the money and he would get back to the Board on whether that item could or could not be bought with those funds.

Supervisor Rynearson asked the Township Manager Michael Bowersox if he thinks that the sale of the sanitary sewer system will be done by the end of the year, and he said that he was very optimistic that it would be. He

asked the Township Engineer if DEP had approved the Act 537 Plan for the transfer of assets. The Township Engineer Chris Toms then told the Board members that the permits themselves would need to be transferred. He was not sure if that had been done but believed that they would follow PUC. Township Manager Michael Bowersox told the Board members that he stays in contact with the York Water Company and whenever there is a new development York Water informs him.

Supervisor Rynearson asked the Township Manager if he was getting the bids ready for the garbage contract. Township Manager Michael Bowersox responded that he was, and he planned on having something to the Board by the end of July to review.

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

OLD BUSINESS: None

NEW BUSINESS: None

#### SUBDIVISION PLANS

##### A. High Pointe at Rogen Farm Penn South Phase S2 Final Plan (Review Times expires on 08/18/2021)

Jim Piet agent for Woodhaven Development was present to ask for conditional approval of High Pointe at Rogen Farm Penn South Phase S2 Final Plan. He explained that this is the second phase of a Penn Township project. He explained that he came before the Board with the first phase because the parent tax parcel crosses over the township line. He explained that the York County Planning Office and the York County Mapping Office requires that West Manheim Township and Penn Township sign off the plan. He told the Board members the plan reflects the previously approved preliminary plan and that there were no improvements in West Manheim Township except for two stormwater basins. Mr. Piet informed the Board members that those basins will be bonded and inspected by Penn Township. He also told the Board members that Woodhaven Development would be taking care of the basins until everything is turned over to the HOA.

Supervisor Ault made a motion to approve High Pointe at Rogen Farm Penn South Phase S2 Final Plan, seconded by Supervisor Krysiak. **Motion carried.**

##### B. Lexington Phase 2A Preliminary/Final Plan - 1 Lot (24 Units) (Review time expires 08/18/2021) and waiver request to the requirement of Submission Fees

Jessica Allen with Group Hanover, Inc. was present to address any questions that the Board members had on the plan. She then explained that there is a Lexington 2A and a Lexington 2, which Lexington 2 was approved as a stand-alone phase. She then explained that Lexington 2A was supposed to be combined with Lexington 2 to make one single parcel. The Developer would like to keep both Lexington 2A and Lexington 2 as two separate parcels. Ms. Allen told the Board that Lexington 2A does not have direct access onto Pumping Station Road but does have access through the private roads in Lexington 2, because the Developer has supplied a recorded permanent access easement out to Pumping Station Road. She then told the Supervisors that the only problem that they saw was the access to Pumping Station Road and with the access easement through Lexington 2 that is no longer a concern. She then asked for approval for Lexington Phase 2A Preliminary/Final Plan.

Supervisors Ault wanted to know why the Developer was asking for a waiver request to the requirement of Submission Fees. Township Manager Michael Bowersox and Ms. Allen explained that the plan for Lexington 2A showed that it was to be combined with Lexington 2. Township Manager Michael Bowersox explained that the only change that is being made to Lexington 2A is it shows that the two lots will remain as individual lots. He told the Board that he asked to see a new plan to show it as two separate lots.

Township Engineer Chris Toms reminded the Board that they had previously approved this plan with conditions. He would like those conditions to be part of their motion and he told Ms. Allen that he wanted the previously approved plan showing the lot consolidation to be withdrawn. He said that the Board had previously approved the plan, they have addressed the one concern that C. S. Davidson had with the access easement, and he is asking that all earlier conditions remain in place. He said that it is a new plan but has no issues with the waiver request to the requirement of Submission Fees.

Supervisor Hartlaub made a motion to give conditional approval of Lexington 2A Preliminary/Final Land Dev. and waiver request to the requirement of Submission Fees on the condition that all fees submitted, all signatures applied to the plans, and all engineer's comments of May 18, 2021, be met, seconded by Supervisor Krysiak. **Motion carried.**

C. EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Motion to approve an extension requests Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 03/16/2021) through September 22, 2021.

Supervisor Ault made a motion to approve an extension requests Belmont Ridge Phase V, 203 Lot Preliminary Plan through September 22, 2021, seconded by Supervisor Hartlaub. **Motion carried.**

D. ALL TO BE TABLED: None

**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 Township Solicitor Walt Tilley informed the Board members that the Senate is considering a bill that is in committee right now that would require an agenda be published 24 hours prior to a meeting and that no amendments to the agenda would be allowed. He told the Board that they might want to consider talking to their local representative to voice any concerns. He explained that adding something like item E. would not be allowed if this bill would be approved.

**NEXT SCHEDULED MEETINGS:** Supervisors Work Session – Thursday, July 1, 2021, CANCELLED.  
Supervisors Regular Meeting - Tuesday, July 20, 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 8 p.m., seconded by Supervisor Krysiak. **Motion carried.**

Respectfully,

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Secretary

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Chairman