

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, July 20, 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, July 20, 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 Township Manager Michael Bowersox, Cory McCoy from C. S. Davidson, Inc. sat in for Township Engineer Chris Toms who was not present, Township Solicitor Walter Tilley, III from Stock and Leader Attorneys at Law, and Township Secretary Miriam Clapper. 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 if anyone wanted to address the Board and received no answer. Township Manager Michael Bowersox asked those attending the meeting through GoToMeeting if anyone wanted to address the Board and received no answer.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Board of Supervisors Regular Board Meeting of Tuesday, July 15, 2021, seconded by Supervisor Staaf. **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 PSATS—Annual business Meeting and Centennial Celebration Dinner in Hershey. Supervisor Rynearson asked if Supervisor Staaf planned on attending and Supervisor Staaf stated he was the voting member. Township Manager Michael Bowersox explained he asked that this be included on the agenda because PSATS is asking that voting members attend. Supervisor Staaf told the Board members that he would attend the business meeting.

RECREATION BOARD REPORT: Chairman Ault informed those present that the Rec. Board had nothing new to report.

Supervisor Ault made a motion to approve the Rec. Board's Report as given, seconded by Supervisor Krysiak. **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 reminded Solicitor Tilley that the Board directed him to draft an ordinance for the Board to review protecting the taxpayers for any permit pulled for new construction that the driveway must have a two-year warranty.

Supervisor Rynearson asked about the situation on the stormwater detention pond on Knollwood Drive. Township Manager Michael Bowersox told the Board that no action has been taken since he became the Manager. He told the Board members that based on the Township's MS4 Permit, Knollwood Drive is not in the area that requires inspections. He also told the Board that when he received the background from the Township's Solicitor, he changed his original opinion on what he thought it should be and agreed with the Solicitor's assessment.

Supervisor Rynearson then asked Township Solicitor Walt Tilley if he changed his view on the stormwater detention pond on Knollwood Drive and he had not. The property owner handles the repair and maintenance that the stormwater detention pond needs. It was clear from the developer and the filed documents.

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

ENGINEER'S REPORT: Township Engineer Christopher Toms, from C. S. Davidson, Inc., could not be at tonight's meeting. Engineer Cory McCoy from C. S. Davidson, Inc., was present to answer questions the Board could have on Mr. Tom's Engineer Report (copy on file).

Supervisor Ault noted the Board had just received the bids for the 2021 Small Span Bridge Maintenance and wanted to know if the Supervisors wanted to award the bid tonight or wait until the next meeting. He expressed the Board has not had enough time to review the bid since it was advertised. He then asked Engineer Cory McCoy if the Board had enough time to award the bid at the next meeting and Mr. McCoy told the Board that they could wait until the next meeting. Mr. McCoy told the Board members that C.S. Davidson was surprised that they got only one contractor to bid on the project since they had sent the bid out to several contractors who routinely do this type of work. Supervisor Ault asked if he thought the pricing was fair and Engineer Cory McCoy said that C.S. Davison thought it was high.

A. Motion to award the bid for the 2021 Small Span Bridge Maintenance

Supervisors Ault made a motion to table awarding the bid for the 2021 Small Span Bridge Maintenance until the next meeting, seconded by Supervisor Rynearson. **Motion carried.**

B. Reservoir Heights pavement patches

Engineer Cory McCoy told the Board that this project is from the sanitary sewer rehab project that was done last fall. He explained the sewer trenches that were repaired were only brought up with binder intending to leave them over the winter to allow for settling to occur, which could be addressed this year. He told the Board members that the thought was to have the road crew do the work or it would be added on to the 2021 Maintenance Contract. Engineer Cory McCoy told the Board members that Kinsley has provided a price for a change order to the Street Maintenance Contract to complete the final trench restoration for those sewer trenches (two-inch mill with a one-foot cutback on either side and two inches of 9.5 millimeter wearing to be put back in) for a cost of \$7, 560.00, which does not include material cost. He explained that the decision before the Board was whether to let Kinsley Construction do the work with their street contract or have the road crew do the work this summer.

Supervisor Ault made a motion to add the Reservoir Heights pavement patches to the 2021 Maintenance Contract for \$7,560.00 (Seven Thousand, Five Hundred Sixty Dollars and No Cents), seconded by Supervisor Krysiak. Motion carried.

REPORTS:

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

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

MANAGER REPORT: Township Manager Mike Bowersox told the Board members that he attended the pre-construction meeting listed in his report (copy on file) and that the Hobart Road repair and the Musselman Road repaving have a projected start date of August 2, 2021 and be done by October 1, 2021.

Supervisor Ault made a motion to approve the Manager’s Report as given, seconded by Supervisor Staaf.
Motion carried.

OLD BUSINESS: Chairman Ault informed those present that the next item would be under OLD BUSINESS. It would be to ratify the Agreement between West Manheim Township and the West Manheim Township EMT/FF IAFF Local 2045.

Supervisor Ault made a motion to ratify the Agreement between West Manheim Township and the West Manheim Township EMT/FF IAFF Local 2045, seconded by Supervisor Krysiak. **Motion carried.**

NEW BUSINESS:

A. Motion to approve the quoted price for printing of the Fall Newsletter

Supervisor Ault made a motion to approve the quoted price for the printing of the Fall Newsletter at \$1,612 (One Thousand, Six Hundred Twelve Dollars and No Cents), seconded by Supervisor Rynearson. **Motion carried.**

B. Motion to give authorization to the Township Manager to fill road crew vacancy

Supervisor Rynearson made a motion to give authorization to the Township Manager to fill the road crew vacancy, seconded by Supervisor Staaf. **Motion carried.**

SUBDIVISION PLANS

A. Chester B. (Deceased) & Margie M. Utz Lots 1 & 2 Robert L. & Susan Feeser Utz BE-96 - 3 Lots - Final Subdivision Plan

Lee Faircloth of Gordon L. Brown & Associates, Inc. was present along with Mr. Robert Utz to explain and answer questions the Planning members had on the Chester B. (Deceased) & Margie M. Utz Lots 1 & 2 Robert L. & Susan Feeser Utz BE-96 - 3 Lots - Final Subdivision Plan. Mr. Faircloth explained the farm owned by Chester and Margie Utz is a 60-acre farm (Lot #1) is subdividing 11.25 acres (Lot #2) from their property and adding that to Robert and Susan Feeser Utz property. He added no new construction would take place, strictly a transfer of land. He then explained why they are asking for the waiver on the plan scale. He explained by doing the 150 feet per one inch it allows for the entire property to be viewed. Mr. Faircloth told the Board members that since this is just a land transfer and no building or development involved, there was no need for benchmarks.1. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance Article IV Section 235-33.A.(4)(d) Plan Location - A benchmark shall be established.

Supervisor Ault made a motion to grant the waiver request to the West Manheim Township Subdivision and Land Development Ordinance Article IV Section 235-33.A.(4)(d) Plan Location - A benchmark shall be established, seconded by Supervisor Hartlaub. **Motion carried.**

2. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance Article IV Section 235-33.A.(2)(a) Plan scale.

Supervisor Ault made a motion to grant the waiver request to the West Manheim Township Subdivision and Land Development Ordinance Article IV Section 235-33.A.(2)(a) Plan scale, seconded by Supervisor Krysiak. **Motion carried.**

Supervisor Ault made a motion to approve the Chester B. (Deceased) & Margie M. Utz Lots 1 & 2 Robert L. & Susan Feeser Utz BE-96 - 3 Lots - Final Subdivision Plan, seconded by Supervisor Rynearson. **Motion carried.**

B. Motion to adopt Resolution 2021-14 Sewage Planning Module Component 4A – KeeL, LP – Phase 2

Since there was no one present the planning module for the Keel plan, Chairman Ault tabled the plan.

Supervisor Ault made a motion to table the Sewage Planning Module Component 4A – Keel, LP – Phase 2, seconded by Supervisor Krysiak. **Motion carried.**

C. Motion to adopt Resolution 2021-15 Sewage Planning Module Component 4A – Brandon Wingert

Doug Stambaugh from Group Hanover, Inc. was present to represent Brandon Wingert. Mr. Stambaugh told the Board members that Brandon Wingert owns a 10-acre parcel of land located off Dubs Church Road on a private right-of-way. He told the Board members that the lot was not approved for residential use and did not have a planning module approved. Mr. Stambaugh told the Board that the 10-acre parcel of land has had all soil testing done, found a primary replacement site for the septic system and the nitrate study was prepared for the site. He then asked for the Board to approve the module so it can be sent to DEP for their approval.

Supervisor Ault made a motion to adopt Resolution 2021-15 Sewage Planning Module Component 4A – Brandon Wingert, seconded by Supervisor Hartlaub. Before the vote was taken Township Secretary asked, Supervisor Ault if he would change Resolution 2021-15 to 2021-14 since the Keel planning module was tabled.

Supervisor Ault then made a motion to adopt Resolution 2021-14 Sewage Planning Module Component 4A – Brandon Wingert, seconded by Supervisor Hartlaub. **Motion carried.**

D. EXTENSION REQUESTS PER DEVELOPER LETTERS: NONE

E. ALL TO BE TABLED:

Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 09/22/2021)
Keel LP., Phase II 6 Lots – Preliminary Plan (Review time expires 08/27/2021)

Supervisor Ault made a motion to table the following plans to the date that is shown: Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 09/22/2021); Keel LP., Phase II 6 Lots – Preliminary Plan (Review time expires 08/27/2021), seconded by Supervisor Rynearson. **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. Supervisor Ault asked Cory McCoy to have the Township Engineer add Casino Drive and Vegas Drive to his list of roads that need to be considered for repairs in 2022. Supervisor Ault and Supervisor Krysiak will not be at the August 5, 2021, work session.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, August 5, 2021, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, August 17, 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 Krysiak. **Motion carried.**

Respectfully,

Secretary

Chairman