

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Thursday, May 5, 2022 - 7:00 p.m.

Chairman 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, Franks, Hartlaub, Ryneerson, Wetzel, Township Manager Michael Bowersox, Township Engineer Cory McCoy C.S. Davidson, Solicitor Walter Tilley, III, and Township Secretary, Miriam Clapper. A quorum was present

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

PUBLIC COMMENTS: Chairman Ault asked if anyone present wanted to speak at this time and received no reply.

APPROVAL OF MINUTES: Supervisor Ryneerson made a motion to approve the Minutes of the Regular Board Meeting on Tuesday, April 19, 2022, seconded by Supervisor Franks. **Motion carried.**

CORRESPONDENCE:

A. Thank you note from Hanover Baseball for the donation of blacktop millings.

B. Thank you note from Hanover Area Fire and Rescue Commission for Sergeant Craig Snyder's assistance.

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

APPROVAL OF DISBURSEMENTS:

The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Ryneerson, seconded by Supervisor Wetzel. **Motion carried.**

ACTION/DISCUSSION ITEMS:

ACTION ITEMS:

A. Motion to adopt Resolution 2202-04 America250PA Resolution

Supervisor Ault made a motion to adopt Resolution 2022-04 America250PA Resolution, seconded by Supervisor Ryneerson. **Motion carried.**

B. Motion to approve the hiring of _____ and _____ for the two vacant road crew positions at a starting wage of \$_____ with all benefits per the current AFSCME collective bargaining agreement.

Supervisor Ault made a motion to approve the hiring of Brian Ernest for one of the two vacant road crew positions at a starting wage of \$22.50 per hour with all benefits per the current AFSCME collective bargaining agreement, seconded by Supervisor Rynearson. **Motion carried.**

Supervisor Ault made a motion to approve the hiring of Phillip Snyder for one of the two vacant road crew positions at a starting wage of \$22.00 per hour with all benefits per the current AFSCME collective bargaining agreement, seconded by Supervisor Franks. **Motion carried.**

C. Motion to appoint _____ as the West Manheim Township Emergency Management Coordinator as a part-time, non-exempt employee at the rate of \$20.00/hour.

Supervisor Ault made a motion to appoint Paul Hill as the West Manheim Township Emergency Management Coordinator as a part-time, non-exempt employee at the rate of \$20.00/hour, seconded by Supervisor Rynearson. **Motion carried.**

D. Motion to approve the advertising the solicitation of bids for the materials required to construct a pole building for use by the public works department.

Supervisor Hartlaub made motion to approve the advertising the solicitation of bids for the materials required to construct a pole building for use by the public works department, seconded by Supervisor Wetzel. **Motion carried.**

E. Recommendation to award 2022 Roadway Improvements contract to Russell Standard Corporation. Bid tabulation attached.

Township Engineer Cory McCoy explained that C.S. Davidson had received only one bid for the 2022 Roadway Improvements and that bid was 10 percent lower than what C.S. Davidson had originally estimated for the cost of the work, which was a little over \$100,000. He also explained that the company previously known as Hammaker East, Ltd. is now going by Russell Standard. Supervisor Ault asked what roads this contract would cover. Township Engineer Cory McCoy told him the following: Frogtown Road from Hobart Road to Musselman Road; Grand Valley Road to St. Bartholomew Road to the township line; Musselman Road from Black Rock Road to Frogtown Road; Tracey Road from Glenville Road to Hobart Road; Utz Drive from Baltimore Pike to the end and Warner Road from Garrett Road to the beginning. Supervisor Ault mentioned that these are roads that had work done in the last 5 years and the Township is trying to seal them up to preserve them.

Supervisor Rynearson made a motion to award the 2022 Roadway Improvements contract to Russell Standard Corporation to Russell Standard in the amount of \$89,505.00 (Eighty-Nine Thousand, Five Hundred and Five Dollars and no cents), seconded by Supervisors Franks. **Motion carried.**

F. Requesting authorization to re-advertise for bids to provide and set pre-cast box culvert on Pumping Station Road as part of the Harper's Hill development.

Township Engineer Cory McCoy explained to the Board members that C.S. Davidson had previously advertised this project and received two bids and due to miscommunication in the bidding documents

along with, a large amount of work that was out for Penn DOT projects C.S. Davidson recommended rejecting those bids at that time and rebid this project until this time.

Supervisor Ault made a motion to re-advertise for bids to provide and set a pre-cast box culvert on Pumping Station Road as part of the Harper's Hill development, seconded by Supervisor Rynearson. **Motion carried.**

DISCUSSION ITEMS:

A. Discuss the proposed sale of the Township's road grader.

Chairman Ault told those present that the road grader (1984) is old and that at this time there are no road crew members who can operate the grader. Supervisor Frank's explained that the age of the grader also makes it difficult to get replacement parts when it needs repairing.

Supervisor Ault made a motion to advertise the Township's road grader on Municbid, seconded by Supervisor Hartlaub. **Motion carried.**

B. Discuss the need for the purchase of a road crack sealer to assist in the construction and maintenance of Township roads.

Chairman Ault acknowledged this item on the agenda and feels it would be a wise piece of equipment to own. He acknowledged that the township rents a crack sealer each year for \$5,000 a month from Daniel B. Krieg, Inc. (DB Krieg) and then told the Board members that DB Krieg will not be renting out crack sealers any longer. He explained that crack sealing is a major part of the road work that the road crew performs each year to prevent water from getting underneath the road's surface, which can freeze in the winter allowing more damage to a road. Chairman Ault then told those present that the township had received one quote for \$51,000 but since there is more than one brand of crack sealers, he would like to get more quotes before making such a decision to buy a crack sealer.

Supervisor Ault made a motion to table the purchase of a road crack sealer to assist in the construction and maintenance of Township roads, seconded by Supervisor Wetzel. **Motion carried.**

C. Discuss past due sewer bills and the method used for collection.

Township Manager Michael Bowersox explained to the Board of Supervisors that prior to the sale of the sewer system to the York Water Company, the York Water Company did the quarterly sewer billing, collecting payments, and terminated water service to properties with outstanding sewer bills. With the sale of the Township's sewer system to the York Water Company, the York Water Company will no longer collect past due sewer bills. He then told them that the township could spend time sending out letters and making phone calls trying to collect the outstanding money owed to the Township or the process could be outsourced to a firm that does that.

Walt Tilley then told the Board that as part of the agreement between Stock and Leader and the Township, Stock and Leader offers this very service and the process for sending out delinquent notices.

When asked what the cost was, Township Manager Michael Bowersox explained that any added cost will be added to the outstanding sewer balance.

After discussing the method for collecting outstanding sewer bills, Township Secretary Miriam Clapper will send a list of addresses with delinquent sewer bills to Mary at Stock and Leader.

D. Discuss whether there is a need to replace (2) one-way snowplows.

Chairman Ault told the Board members that he saw no reason to replace any of the snowplows the Township owned at this time. He asked Roadmaster Sam Caltrider why he felt there was a need for two new snowplows, Roadmaster Sam Caltrider told him the reason he felt the road's department needed the new plows. Supervisor Rynearson wanted to know the cost of two new eleven feet plows and told \$13,918. Chairman Ault then explained why he felt that there was no need for new plows but was willing to buy used plows. No action was necessary currently.

E. Discuss the need to purchase an athletic field groomer to maintain the fields at the recreation park.

Township Manager Michael Bowersox explained to the Board members that the Township rents out the baseball fields in the West Manheim Township rec park and it is part of the Township's responsibility to keep those fields in a safe condition, but there is no equipment to do what is necessary to keep those fields safe for playing on. He explained that if the Board would choose to buy an athletic field groomer to maintain the fields at the recreation park., he would prefer that the Board would buy one that does everything scarifier, rake, and drag the field. He expressed that he felt the Board could buy one for around \$2,500.00 to groom athletic fields.

After discussing the need to buy an athletic field groomer, the Board directed Township Manager Michael Bowersox to research the cost to buy a field groomer for the baseball fields at the rec park.

F. Update on status of roads in Prinland Heights and High Pointe sub-divisions.

Township Engineer Cory McCoy explained the developers of Prinland Heights, and High Pointe sub-divisions had come before the Board last fall to ask for permission to place a base course and seal it with an inch of wearing course to get them through the winter. He reminded the Board members that part of that agreement is that those developers would come back in the Spring and mill the inch of 9.5 off and replace it with two inches of the binder course. He told them that Prinland Heights has completed, and the binder is placed. The access coming from Prinland Heights to the back of the Township's property is installed.

Township Engineer Cory McCoy told the Board members that the schedule he received from High Pointe is that the continuation of where they stopped last fall is prepped with a stone base, curbing is installed, and they plan to compact, and proof roll the stone base before placement of asphalt base course. Then they will mill the top inch and place the binder course for last year's section and the continuation within two weeks.

G. Discuss the investment of idle Township cash resulting from the sale of the sewer collection system.

Township Manager Michael Bowersox said that the information that they received was informational (copy on file) for deciding the best way for the Township to check on the options that are out there for investing the money from the sale of the sewer system. Chairman Ault asked that this item be put on the May 17, 2022, agenda.

H. Discuss the adoption of the 2021 revision of the International Property Maintenance Code to replace the currently used 2009 version.

Township Manager Michael Bowersox explained to the Board members that it has been quite a long time since the township has adopted the newest version of the International Property Maintenance Code. He explained that there have been 4 to 5 revisions since the township bought the code book that is currently in use.

Supervisor Ault made a motion to buy the 2021 revision of the International Property Maintenance Code, seconded by Supervisor Franks. **Motion carried.**

I. Discussion regarding accepting dedication of Homestead Drive at Harper's Hill.

Township Engineer Cory McCoy reminded the Board members that Homestead Drive is in the development that connects Homestead Acres down the hill on Pumping Station Road and ties in with the authorization to re-advertise the culvert for Pumping Station Road at Harper's Hill. He told the members that the developer has reached out to C.S. Davidson indicating that they would like to put the wearing course on Homestead Drive this summer to try and get the road adopted by the township before the Liquid Fuels deadline this fall.

After discussing the request, Supervisor Ault suggested, and other board members agreed that the Developer put the wearing course on and dedicated Homestead Drive to the Township when everything is done including the completion of the box culvert on Pumping Station Road.

SUPERVISORS AND/OR PUBLIC COMMENTS:

Chairman Ault asked that all questions concerning the Zoning Map Change and text amendment to the Zoning Ordinance be directed to the township manager during the day or at the scheduled public hearing on June 2, 2022.

Chairman Ault also asked Township Manager Michael Bowersox and Township Engineer Cory McCoy to look at the rear property of 45 Diana Court and the storm drain issue that is causing a massive erosion issue.

Township Solicitor Walt Tilley told the Board members that the York County Planning Commission would not be considering the Ordinance changes until June 21, 2022. He reminded them that the only requirement that the Board had was to give them thirty days to review it. He said that the Board could

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adopt the Ordinance if they chose to but if the Board wanted the input from the York County Planning Commission, they could wait to close the hearing until a later date.

Next Scheduled Meetings: Board of Supervisors Regular Meeting – Tuesday, May 17, 2022, at 7 p.m. with Supervisor Caucus at 6 p.m. Public Hearing and Work Session Meeting – Thursday, June 2, 2022, at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor Ault made the motion to adjourn the meeting at 8:10 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully submitted,

Miriam Clapper, Secretary

Chairman