

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

Thursday, September 1, 2022 - 7:00 p.m.

Vice-Chairman Rynearson called the Work Session to Order at 7 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 Hartlaub, Rynearson, Wetzel, Township Manager Michael Bowersox, Solicitor David Jones II, from Stock and Leader Attorneys at Law, Township Engineer Cory McCoy from C.S. Davidson, and Township Secretary, Miriam Clapper. Supervisors Ault and Franks were not present. A quorum was present

ANNOUNCEMENT: Vice-Chairman Rynearson informed those present that the Board of Supervisors had an executive session before the meeting to discuss contract negotiations.

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

At this time, Vice-Chairman Rynearson told everyone present that the Board was going to skip down to the first action item on the agenda, *A. Motion to approve the promotions of Corporal Justin Seibert to Sergeant and Patrolman First Class Randy Wagner to Corporal.*

Supervisor Rynearson made a motion to approve the promotions of Corporal Justin Seibert to Sergeant, and Patrolman First Class Randy Wagner to Corporal, seconded by Supervisor Hartlaub. **Motion carried.**

Immediately following the approval of the promotions, Township Secretary Miriam Clapper gave the Oath of Office to both officers.

APPROVAL OF MINUTES: Supervisor Wetzel made a motion to approve the Minutes of the Regular Board Meeting on Tuesday, August 16, 2022, as corrected, seconded by Supervisor Hartlaub. **Motion carried.**

CORRESPONDENCE: Vice-Chairman Rynearson told those present that the Board members received a request from Gene Morelock this evening.

Supervisor Wetzel made a motion to table the request from Mr. Gene Morelock until the September 20, 2022, board meeting, seconded by Supervisor Rynearson. **Motion carried.**

APPROVAL OF DISBURSEMENTS:

As listed, the Disbursements from all Funds were approved in a motion by Supervisor Hartlaub, seconded by Supervisor Wetzel. **Motion carried.**

ACTION/DISCUSSION ITEMS:

ACTION ITEMS

A. Motion to approve the promotions of Corporal Justin Seibert to Sergeant and Patrolman First Class Randy Wagner to Corporal.

Vice-Chairman Rynearson reminded those present that this action was approved earlier in the meeting.

B. Motion to grant the request to have the Fire Police assist with the Hanover Halloween Parade on October 27, 2022.

Supervisor Rynearson made a motion to grant the request to have the Fire Police assist with the Hanover Halloween Parade on October 27, 2022, seconded by Supervisor Wetzel. **Motion carried.**

C. Motion to approve Application for Payment No. 1 to Russell Standard Corporation for the 2022 Roadway Improvements for \$91,779.48.

Supervisor Hartlaub made a motion to approve Application for Payment No. 1 to Russell Standard Corporation for the 2022 Roadway Improvements for \$91,779.48 (Ninety-One Thousand, Seven Hundred Seventy-Nine Dollars and Forty-Eight Cents), seconded by Supervisor Wetzel. **Motion carried.**

D. Motion to approve the Charles P Bowman III & Debra A Bowman Final Add-On Subdivision Plan (Review time Expires 10/11/22)

Reg Baugher from Hanover Land Services came forward on behalf of the Bowmans to ask the Board of Supervisors to approve the Charles P. Bowman III & Debra A. Bowman Final Add-On Subdivision Plan. He told the Board members that he had addressed all engineer comments and the Planning Commission had made a motion for a favorable recommendation for the Board to approve the plan. He told the Board that this was an add-on plan, just straightening out lot lines between a brother and a sister.

Supervisor Rynearson made a motion to approve the Charles P Bowman III & Debra A Bowman Final Add-On Subdivision Plan, seconded by Supervisor Wetzel. **Motion carried.**

E. Motion to approve the Form "B" Waiver – Request for Planning Waiver & Non-Building Declaration – Charles P. Bowman, III – No facility or building will be erected on the subdivided lot either now or in the future that will result in the generation of sewage requiring a permit or planning under the Pennsylvania Sewage Facilities Act.

Supervisor Rynearson made a motion to approve the Form "B" waiver – Request for Planning Waiver & Non-Building Declaration – Charles P. Bowman, III – No facility or building will be erected on the subdivided lot either now or in the future that will result in the generation of sewage requiring a permit

or planning under the Pennsylvania Sewage Facilities Act, seconded by Supervisor Wetzel. **Motion carried.**

F. Motion to approve the Form “B” Waiver – Request for Planning Waiver & Non-Building Declaration – Debra A. Bowman, – No facility or building will be erected on the subdivided lot either now or in the future that will result in the generation of sewage requiring a permit or planning under the Pennsylvania Sewage Facilities Act.

Supervisor Rynearson made a motion to approve the Form “B” Waiver – Request for Planning Waiver & Non-Building Declaration – Debra A. Bowman, – No facility or building will be erected on the subdivided lot either now or in the future that will result in the generation of sewage requiring a permit or planning under the Pennsylvania Sewage Facilities Act, seconded by Supervisor Wetzel. **Motion carried.**

G. Motion to approve the bid from Lobar Associates for the construction of a public works building, police parking garage, and salt storage shed in an amount not to exceed \$1,314,862.18 through the Keystone Purchasing Network.

Supervisor Hartlaub made a motion to approve the bid from Lobar Associates for the construction of a public works building, police parking garage, and salt storage shed in an amount not to exceed \$1,314,862.18 (One Million, Three Hundred Fourteen Thousand, Eight Hundred Sixty-Two Dollars and Eighteen Cents) through the Keystone Purchasing Network, seconded by Supervisor Wetzel. **Motion carried.**

H. Motion to set time and date for the Public Hearing to amend the Zoning Ordinance to delete the Rural Resource District and remove references thereto, to amend references regarding the Rural Resource District to Farming District as applicable, to add campground and outdoor shooting ranges as conditional uses in certain zoning districts, to modify the area and dimensional table in Section 270-46 of the Zoning District, and to amend the Zoning Map to change all parcels zoned as Rural Resource to Farming and, further, to adopt a Zoning Map amendment for certain parcel along Baltimore Pike to Commercial/Industrial.

Vice-Chairman Rynearson asked Township Solicitor David Jones to read the motion and the date for the hearing. Solicitor Jones read the motion and said that the date of the hearing would be November 3, 2022, the work session of the Board.

Supervisor Wetzel made a motion to set the date and time for the public hearing to amend the Zoning Ordinance to delete the Rural Resource District and remove references thereto, to amend references regarding the Rural Resource District to Farming District as applicable, to add campground and outdoor shooting ranges as conditional uses in certain zoning districts, to modify the area and dimensional table in Section 270-46 of the Zoning District, and to amend the Zoning Map to change all parcels zoned as Rural Resource to Farming and, further, to adopt a Zoning Map amendment for certain parcel along

Pike to Commercial/Industrial for November 3, 2022, at 6:30 p.m., seconded by Supervisor Rynearson. **Motion carried.**

I. Motion to set time and date for the Public Hearing to amend the Zoning Ordinance to remove Hotels, Motels, New dwelling units in conjunction with and above a principal use permitted in Section 270-31B, C, and D, and No-Impact Home Occupations as Permitted Uses within the Business Center Zoning District

Solicitor Jones read the motion and said that the date of the hearing would be November 15, 2022, the regular meeting of the Board.

Supervisor Hartlaub made a motion to set a time and date for the Public Hearing to amend the Zoning Ordinance to remove Hotels, Motels, New dwelling units in conjunction with and above a principal use permitted in Section 270-31B, C, and D, and No-Impact Home Occupations as Permitted Uses within the Business Center Zoning District for November 15, 2022, at 6:30 p.m., seconded by Supervisor Wetzel. **Motion carried.**

J. Motion to hire part-time employee Ken Miller on a full-time basis for the Public Works Department at a rate of \$22/hour.

Supervisor Rynearson made a motion to hire Ken Miller on a full-time basis for the Public Works Department at a rate of \$22/hour, seconded by Supervisor Wetzel. **Motion carried.**

DISCUSSION ITEMS:

A. On keeping or stopping the GoToMeeting video conferencing program

At this point in the meeting (stopped at 7:22 p.m.) the GoToMeeting video conferencing program stopped working and needed to be rebooted (started at 7:25 p.m.).

Township Manager Michael Bowersox told the Board members that the current video conferencing system is not sufficient for meeting the needs of the public to participate in board meetings. He told the Board members and those present, that the system is continually plagued by losing audio, and intermittent connections, and the meeting needs to be stopped to reboot the system to get it up and running. Township Manager Michael Bowersox said that the staff is actively pursuing vendors that can provide the township quotes for a system that will meet the township's needs. His recommendation to the Board is to offer a live streaming service and no participation by those watching online. He explained by offering a live streaming service if there were to be a disconnection, the Board would not need to stop a meeting while trying to get the system up and running.

Vice-Chairman Rynearson asked if there was any discussion on the Township Manager's recommendation and Supervisor Wetzel said that it should be placed on the next board meeting agenda. Vice-Chairman Rynearson asked Township Solicitor David Jones to speak on this matter.

Township Solicitor David Jones explained that when the Township advertised its meetings and allowed for public participation digitally, they need to advertise its meetings again stating that it would be in a live streaming format only, no participation allowed. He then explained the steps as a motion to advertise the meeting live stream only, announce the change again at the October 6, 2022, work session, and then start live streaming at the October 18, 2022, regular board meeting.

Vice-Chairman Rynearson told the Township Manager to start the process for live streaming only as of the October 18 regular board meeting.

SUPERVISORS AND/OR PUBLIC COMMENTS:

Vice-Chairman Rynearson asked if anyone present or online wanted to speak to the Board and Jim Staaf, 25 Oak Hills Drive asked a question on the public hearing about the removal of the rural resource district and why was it created.

Andy Hoffman 2575 Baltimore Pike came forward to ask the Board why the meeting held this evening is called a work session and the one at the end of the month is called a supervisors meeting.

After Mr. Staaf and Mr. Hoffman spoke, Township Manager Michael Bowersox asked if anyone online wanted to address the Board and received no reply.

Jim Staaf, 25 Oak Hills Drive came forward again to ask a question on the public hearing to remove hotels, motels, and new dwelling units.

Next Scheduled Meetings: Board of Supervisors Regular Meeting – Tuesday, September 20, 2022, at 7 p.m. with Supervisor Caucus at 6 p.m. Work Session Meeting – Thursday, October 6, 2022, at 7 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor Hartlaub made the motion to adjourn the meeting at 7:40 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully submitted,

Miriam Clapper, Secretary

Chairman