

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

**Thursday, October 6, 2022 - 7:00 p.m.**

Chairman Ault called the Work Session to Order at 7:01 p.m., followed by the Pledge to the Flag and Invocation. The meeting was also streamed through the GoToMeeting video conferencing software.

ROLL CALL: Present were Supervisors Ault, Franks, Hartlaub, Ryneerson and Wetzel, Township Manager Michael Bowersox and Township Secretary Miriam Clapper. Township Engineer Cory McCoy from C.S. Davidson was online via GoToMeeting. Solicitor David Jones II, from Stock and Leader Attorneys at Law was not present. A quorum was present

ANNOUNCEMENT: Supervisor Ault informed those present that the Board of Supervisors had a brief executive session for about 20 to 25 minutes before the meeting to discuss personnel matters.

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

APPROVAL OF MINUTES: Supervisor Ault made a motion to approve the Minutes of the Regular Board Meeting on Tuesday, September 20, 2022, with the changes stating that this will be the last time Belmont V, Belmont V-Parallel Plan and Fox Meadows will be able to file extension requests, seconded by Supervisor Wetzel. **Motion carried.**

CORRESPONDENCE: Supervisor Ault stated there were two letters of correspondence, first from Hoffman Homes for Youth with a request for consideration of use of ARPA funds and second a YCPC notice to when they will be reviewing the Township Zoning Ordinance Amendment.

Chairman Ault made a motion to approve the correspondences as given seconded by Supervisor Wetzel. **Motion carried.**

APPROVAL OF DISBURSEMENTS:

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

ACTION/DISCUSSION ITEMS:

ACTION ITEMS

A. Motion to appoint Shanna Smale Township Secretary at a rate of \$42,000 per year and maintain benefits she is already receiving

Supervisor Ault made a motion to appoint Shanna Smale Township Secretary at a rate of \$42,000 per year and maintain benefits she is already receiving, seconded by Supervisor Ryneerson. **Motion carried.**

B. Motion to hire Jennifer Swartz for the vacant Receptionist/Office Assistant position at the rate of \$16.00/hr and benefits in accordance with the AFSCME collective bargaining agreement

Supervisor Ault made a motion to hire Jennifer Swartz for the vacant Receptionist/Office Assistant position at the rate of \$16.00/hr and benefits in accordance with the AFSCME collective bargaining agreement, seconded by Supervisor Rynearson. **Motion carried.**

C. Motion to appoint Will Fuhrman as the Interim Roadmaster at the rate of \$30.77/hr and maintain benefits he is already receiving

Supervisor Ault made a motion to appoint Will Fuhrman as the Interim Roadmaster at the rate of \$30.77/hr and maintain benefits he is already receiving, seconded by Supervisor Hartlaub. **Motion carried.**

D. Motion to approve purchase of a snowplow (7-foot 2 inches Defender Blade) from Mid-Atlantic Municipal for a cost of \$6,050.00

Supervisor Ault made a motion to approve the purchase of a snowplow (7-foot 2 inches Defender Blade) from Mid-Atlantic Municipal for a cost of \$6,050.00, seconded by Supervisor Wetzel. **Motion carried.**

E. Motion to approve purchase of a SealMaster hot tar/crack seal machine for the Public Works department for \$48,816.00 from Crack Pro

Supervisor Ault made a motion to table the purchase of a SealMaster hot tar/crack seal machine for the Public Works department for \$48,816.00 from Crack Pro because an air compressor was not included in this purchase. Supervisor Ault stated he would like the hot tar/crack seal machine on the agenda for the next meeting as a potential purchase so the board could research the other quotes they had received from different manufacturers, seconded by Supervisor Rynearson. **Motion carried.**

F. Motion to grant the extension request for Oakwood Hills 69-Lot Preliminary Plan (Review time expires 10/17/22) through December 21, 2022

Supervisor Ault made a motion to grant the extension request for Oakwood Hills 69-Lot Preliminary Plan (Review time expires 10/17/22) through December 21, 2022 as long as it is clear to the developer that this will be the last extension request given, seconded by Supervisor Rynearson. **Motion carried.**

G. Motion to authorize the solicitor to draft a resolution that establishes policy for land development plan extension requests as of January 1, 2023 - Policy

Township Manager Mike Bowersox explained that this policy is to ensure that all developers know when they submit land development plans they should take their time and not rush them in expecting

multiple extension requests. They will have 90 days plus one extension only. This will create a policy for all land development plans to adhere to going forward.

Supervisor Ault made a motion to authorize the solicitor to draft a resolution that establishes policy for land development plan extension requests as of January 1, 2023 – Policy, seconded by Supervisor Rynearson. **Motion carried.**

H. Motion to approve the Jack-O-Lantern Jamboree October 30, 2022 from 1 pm to 3 pm at the West Manheim Township Recreation Park

Supervisor Wetzel made a motion to approve the Jack-O-Lantern Jamboree October 30, 2022 from 1 pm to 3 pm at the West Manheim Township Recreation Park, seconded by Supervisor Rynearson. **Motion carried.**

DISCUSSION ITEMS:

A. Outstanding sewer accounts

Supervisor Ault asked Township Manager Mike Bowersox to elaborate on the outstanding sewer accounts. Mr. Bowersox gave a recommendation to table this discussion until the solicitor was present to discuss this matter further.

Supervisor Ault made a motion he would like to table this item until the next meeting when the solicitor was present, seconded by Supervisor Rynearson. **Motion carried.**

B. Purchase of Skid Loader for Public Works

Supervisor Ault made a motion to put this item on the next agenda as a potential purchase of either the Caterpillar 259D3 compact track loader for \$68,995.00 or the Takeuchi TL8R2 compact track loader for \$65,275.75, seconded by Supervisor Franks. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS:

Robert Hemler, approached the Board to request that the two street lights at Fairview Drive and Baltimore Pike be looked at that have been out for a year now. Supervisor Ault asked Township Manager Mike Bowersox to look further into this matter.

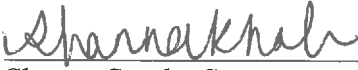
At this time the Oath of Office was given to Shanna Smale, as the Township Secretary. Supervisor Ault then took a moment to thank Miriam Clapper for her years of service to the township and congratulate her on her retirement.

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Next Scheduled Meetings: Board of Supervisors Regular Meeting – Tuesday, October 18, 2022, at 7 p.m. with Supervisor Caucus at 6 p.m. Public Hearing Thursday, November 3, 2022, at 6:30 p.m. with Work Session Meeting following the Public Hearing, with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Chairman Ault made the motion to adjourn the meeting at 7:21 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully submitted,

  
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Shanna Smale, Secretary

  
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Chairman