

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS

WORK SESSION

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

Chairman Ault called the Work Session to Order at 7:09 p.m., followed by the Pledge to the Flag and Invocation.

ROLL CALL: Present were Supervisors Ault, Franks, Hartlaub, Rynearson and 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, Shanna Smale. A quorum was present

ANNOUNCEMENT: Supervisor Ault informed those present that the Board of Supervisors had a brief executive session before the meeting to discuss personnel matters. Supervisor Ault then called Solicitor Dave Jones up to state the agenda would need to be amended under Action Items; J. - to reflect the need to set a date for a public hearing regarding the curative amendment filed by Burkentine & Sons Builders.

PUBLIC COMMENTS: Supervisor Ault asked if anyone present wanted to speak at this time and Andrew Hoffman of 2575 Baltimore Pike came forward to address the board about his concerns regarding the adoption of amendments to the West Manheim Township Zoning Ordinance and Official Township Zoning Map.

Paul Minnich, Attorney from Barley Snyder representing Burkentine & Sons Builders addressed the board regarding Action Item F. - extension request for Burkentine Fields through 5/1/23, asking for a favorable recommendation from the board pertaining to that request.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Regular Board Meeting on Tuesday, November 15, 2022, seconded by Supervisor Wetzel. **Motion carried.**

CORRESPONDENCE: None.

APPROVAL OF DISBURSEMENTS: Supervisor Ault stated that the township would be working to get any money owed to residents that was due to them in the sewer sale as soon as possible. As listed, the disbursements from all funds were approved in a motion by Supervisor Ault, seconded by Supervisor Rynearson. **Motion carried.**

ACTION/DISCUSSION ITEMS:

ACTION ITEMS

- A. Motion to set time for the Re-Organizational Meeting on Tuesday, January 3, 2023, at ____ p.m.
Work Session Meeting will start immediately following the Re-Organizational Meeting, with Supervisors Caucus at ____ p.m.

Supervisor Ault made a motion to set a time for the Re-Organizational Meeting on Tuesday, January 3, 2023, at 7 pm, the Work Session Meeting will start immediately following the Re-Organizational Meeting, with Supervisors Caucus at 6 pm, seconded by Supervisor Hartlaub. **Motion carried.**

B. Motion to appoint a new police officer - Sean Rosier to the West Manheim Township Police Department.

Supervisor Ault tabled this motion until the next meeting on December 20, 2022.

C. Motion to appoint Patrick Walker to the West Manheim Township Recreation Park Board.

Supervisor Rynearson made a motion to appoint Patrick Walker to the West Manheim Township Recreation Park Board, seconded by Supervisor Hartlaub. **Motion Carried.**

D. Motion to approve the request to reduce the public improvement financial security for High Point at Rojen Farms: South Section – Phases IIB & IIC

Supervisor Hartlaub made a motion to approve the request to reduce the public improvement financial security for High Point at Rojen Farms: South Section – Phases IIB & IIC to be reduced to two hundred ninety-two thousand, one hundred fifty-four dollars and forty cents (\$292,154.40), seconded by Supervisor Wetzel. **Motion carried.**

E. Motion to approve Pine Creek Structures Final Land Development Plan (Review time expires 12/15/22)

Supervisor Ault made a motion to conditionally approve Pine Creek Structures Final Land Development Plan (Review time expires 12/15/22). The Indemnification agreement between Pleasant Hill and the developer would need to be signed by the developer and recorded with the final plan. Seconded by Supervisor Franks. **Motion carried.**

F. Motion to approve the extension request for Burkentine Fields – 310 Unit Preliminary Plan (Review time expires 12/14/22) through 5/31/2023.

Supervisor Ault made a motion that due to Barley Snyder's most recent letter to our solicitor challenging the policy of only one extension request allowed, the solicitor would like to do some research to make sure we are solid on that position and whether we would need to adjust that policy. Burkentine Fields is also the project with the business center in which the public hearing is set for December 20th, 2022. Since the township has 45 days after the hearing to write the decision, going through January 31st, 2023 would be appropriate. The extension request should be granted the day after the first meeting in February which would be on February 3rd, 2022, seconded by Supervisor Rynearson. **Motion carried.**

- G. Motion to approve the purchase of upgrades to the audio-visual system in the West Manheim Township board room at a cost of \$13,720 for the sound system and \$10,690 for the video system. Total cost is \$24,410 paid with ARPA funds. Work to be performed by Reynolds AV, LLC (CoStars vendor).

Karl Reynolds from Reynolds AV, LLC gave a presentation to the board with an overview of what they would propose for the new audio/visual system to be installed in the West Manheim Township board room and to answer the supervisor's questions. Supervisor Hartlaub made a motion to approve the purchase of upgrades to the audio-visual system in the West Manheim Township board room at a cost of \$13,720 for the sound system and \$10,690 for the video system. Total cost is \$24,410 paid with ARPA funds. Work to be performed by Reynolds AV, LLC (CoStars vendor), seconded by Supervisor Rynearson. Supervisors Hartlaub, Rynearson and Wetzel voting "yay" and Supervisors Ault and Franks voting "nay", with a 3 to 2 vote. **Motion Carried.**

- H. Motion to award a professional services contract for the development of an implementable comprehensive plan update to Urban Research and Development Corporation, Bethlehem, PA, estimated cost of the project is \$60,000 (\$30,000 paid with grant money).

Supervisor Ault made a motion to award a professional services contract for the development of an implementable comprehensive plan update to Urban Research and Development Corporation, Bethlehem, PA, estimated cost of the project is \$60,000 (\$30,000 paid with grant money, seconded by Supervisor Rynearson. **Motion Carried.**

- I. Motion to ratify the collective bargaining agreement between the Township and the West Manheim Township Police Benevolent Association effective January 1, 2023 through December 31, 2027.

Supervisor Ault made a motion to ratify the collective bargaining agreement between the Township and the West Manheim Township Police Benevolent Association effective January 1, 2023 through December 31, 2027, seconded by Supervisor Wetzel. **Motion carried.**

- J. Motion to set a date for a public hearing regarding the curative amendment to the West Manheim zoning ordinance for the business center district filed by Burkentine Builders for December 20, 2022, at 6 pm.

Supervisor Ault made a motion to set a date for a public hearing regarding the curative amendment to the West Manheim zoning ordinance for the business center district filed by Burkentine Builders for December 20, 2022, at 6 pm., seconded by Supervisor Rynearson. **Motion carried.**

DISCUSSION ITEMS:

A. Discuss the need to purchase a truck to replace a Ford F550 (T-6) for Public Works.

A discussion about the purchase of a new truck for the public works department took place between the board and the Roadmaster, Will Fuhrman.

SUPERVISORS AND/OR PUBLIC COMMENTS:

Supervisor Ault asked if anyone present from the public wanted to speak to the board and Andy Hoffman of Baltimore Pike asked about Microsoft Teams connection having the ability as a member of a board or commission to be able to logon remotely while out using the new A/V equipment and was told yes.

Solicitor, Dave Jones stated he had a few comments to make;

1. Update on memorandum he had sent Chief's council.
2. Spoke with Werner's council on the Marty Hill Development.
3. Stormwater Assessment Penalties, what to do about them going forward, start thinking about that process.

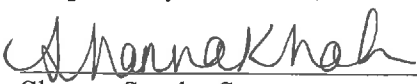
Jim Myers of Oakwood Drive wanted to ask if the stormwater assessment fee could be combined with any other fees or taxes the residents pay. Solicitor Jones explained that since stormwater is not an assessed tax the township needs to find a way to collect the money.

Supervisor Ault then asked Jennifer Thornton, Township Treasurer to get a breakdown of grant invoices for the Rec Park to find out what was paid for so far by the next meeting on December 20, 2022. Supervisor Ault also stated that the Rec Park needs to clear with the township manager before calling the engineer out for any meetings.

Next Scheduled Meetings: Public Hearing and Board of Supervisors Regular Meeting – Tuesday, December 20, 2022, at 6 p.m. with Regular Meeting at 7 pm and Caucus at 5 pm. - The 2023 Re-Organization Meeting on Tuesday, January 3, 2023, at 7 pm with the caucus at 6 pm and regular meeting to directly follow the Re-Organization meeting.

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

Respectfully submitted,



Shanna Smale, Secretary