

WEST MANHEIM TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, December 20, 2022  
7 p.m.

Chairman Ault called the Regular Meeting of the West Manheim Township Board of Supervisors to Order at 7:07 p.m. on Tuesday, December 20, 2022, after a public hearing was held, followed by the Pledge to the Flag and Invocation. The meeting took place at the Municipal Building at 2412 Baltimore Pike, Hanover, PA, 17331.

ROLL CALL: Present were Supervisors Ault, Franks, Hartlaub, Ryneerson, and Wetzel. Also, present were the Township Manager Michael Bowersox, Township Engineer Cory McCoy from C. S. Davidson, Inc., Solicitor David Jones of Stock and Leader, and Township Secretary Shanna Smale. A quorum was present.

ANNOUNCEMENT: Chairman Ault informed those present that the Board of Supervisors held an executive session prior to the public hearing.

PUBLIC COMMENTS: Chairman Ault asked if anyone present wanted to speak at this time and Chris Naylor of Barley Snyder representing Belmont Ridge LLC came forward to discuss Action Item 14F and Extension Requests 15B – 3 & 4. Mr. Naylor wanted the board to know that an extension request was granted to the municipality from the land developer/builder not the other way around. He asked for a favorable recommendation when they voted on the extension dates requested.

Alex Piehl of RGS Associates came forward to speak also representing Belmont Ridge LLC. He wanted the board to know that there is a lengthy plan review process and currently they were working on making revisions based on the comments from CS Davidson.

Motion to appoint new police officers - Sean Rosier and Jacob Broederdorf to the West Manheim Township Police Department.

Supervisor Ault called up Sean Rosier and Jacob Broederdorf to administer the Oath of Office and give them their West Manheim Township police badges. Supervisor Ryneerson then made a motion to appoint new police officers - Sean Rosier and Jacob Broederdorf to the West Manheim Township Police Department, seconded by Supervisor Wetzel. **Motion Carried.**

APPROVAL OF MINUTES: Supervisor Ryneerson made a motion to approve the work session meeting minutes of December 1, 2022, seconded by Supervisor Franks. **Motion carried.**

DISBURSEMENTS: The Disbursements from all Funds were approved in a motion by Supervisor Ryneerson, seconded by Supervisor Ault. **Motion carried.**

CORRESPONDENCE: None

RECREATION BOARD REPORT: None

SOLICITOR'S REPORT: Solicitor David Jones had nothing new to add to his submitted report (copy on file).

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

ENGINEER'S REPORT: Township Engineer Cory McCoy, C. S. Davidson had nothing new to add to his submitted report (copy on file).

Supervisor Ault made a motion to accept the Engineer's Report as given, seconded by Supervisor Wetzel.  
**Motion carried.**

REPORTS:

- A. Monthly Budget Review – Treasurer's Report – November 2022
- B. Chief of Police, Monthly Activity Report – November 2022
- C. Pleasant Hill Volunteer Fire Co.-EMS Reports – November 2022
- D. Code Enforcement Officer Report – November 2022
- E. SEO Report – November 2022

Supervisor Ault made a motion to approve the Reports A. through E. as given, seconded by Supervisor Rynearson. **Motion carried.**

MANAGER REPORT: Township Manager Michael Bowersox had nothing else to add to his submitted report (copy on file).

Supervisor Ault made a motion to approve the Manager's Report as given, seconded by Supervisor Rynearson.  
**Motion carried.**

OLD BUSINESS: None

NEW BUSINESS:

A. Motion to adopt Resolution #2022-08 to Adopt the West Manheim Township 2023 Budget.

Supervisor Rynearson made a motion to adopt Resolution #2022-08 to Adopt the West Manheim Township 2023 Budget, seconded by Supervisor Wetzel. **Motion carried.**

- B. Motion to adopt Resolution #2022-09 fixing the real estate tax rates and assessments, the per capita tax, and the earned income tax levy for fiscal year 2023.

Supervisor Ault wanted it to be recorded that the tax rates were lowered again for the residents from 4.3 millage rate to 4.1 millage rate. Supervisor Ault then made a motion to adopt Resolution #2022-09 fixing the real estate tax rates and assessments, the per capita tax, and the earned income tax levy for fiscal year 2023, seconded by Supervisor Rynearson. **Motion carried.**

- C. Motion to approve the purchase of a locally advertised industrial tamper at a cost of \$900.00.

Supervisor Ault made a motion to approve the purchase of a locally advertised industrial tamper not to exceed a cost of \$900.00 as long as it was still available and still runs properly, seconded by Supervisor Rynearson. **Motion carried.**

- D. Motion to approve the request from the Pleasant Hill Volunteer Fire Company for the reimbursement of the purchase a 2022 Dodge Ram 2500 utility vehicle. Funds will be from the \$80,000 "Fire Department Contribution" allocated in the 2022 budget.

After much discussion between the board members, an initial motion was made by Supervisor Wetzel to reimburse the Pleasant Hill Volunteer Fire Company \$25,000 from funds in the 2022 budget that are allocated for the fire company, without a second to the motion from another board member the motion died. Supervisor Rynearson made a second motion to pledge \$30,000 to reimburse the fire company for the 2022 Dodge Ram utility vehicle, seconded by Supervisor Hartlaub with Supervisors Ault, Franks and Wetzel voting "nay", that motion did not carry. Supervisor Ault stated he would pledge \$13,000 towards the 2022 Dodge Ram 2500 utility vehicle for the Pleasant Hill Volunteer Fire Company to help offset the cost of the vehicle, Supervisor Ault also stated that it is recommended by the board that they come for approval first before making a purchase. Supervisor Ault then made a motion to approve the reimbursement of \$13,000 from funds budgeted in the 2022 budget that are allocated to the fire company for the purchase of a 2022 Dodge Ram 2500 utility vehicle, seconded by Supervisor Wetzel. With a Supervisors Ault, Hartlaub, Rynearson and Wetzel voting "yay" and Supervisor Franks voting "nay", **Motion carried.**

- E. Motion to approve the authorization to proceed with final design for DCNR Park Development project.

Supervisor Ault made a motion to approve the authorization to proceed with final design for DCNR Park Development project, seconded by Supervisor Rynearson. **Motion carried.**

- F. Motion to Approve Ordinance #2022-04 amending Chapter 270 of the Code of Ordinances of the Township of West Manheim, which Chapter is entitled "Zoning", Section 270-31.D, entitled "Permitted Uses," of Article VI, entitled "Business Center District," to Subsection D to delete Sub-subsection (8) "Hotel" and Sub-subsection (11) "Motel" as Permitted Uses and Section 270-31.E to delete Sub-subsection (2) "New dwelling units in conjunction with and above a principal use permitted in Section 270-31B, C and D (Residential use is only allowed above ground floor

institutional, public and semipublic or commercial uses)” and Sub-subsection (3) “No impact home occupations” as Permitted Accessory and Temporary Uses.

Solicitor Dave Jones stated that this ordinance amendment was previously adopted however since it was not on the agenda when it was adopted originally the township had to do the process again. Supervisor Ault made a motion to approve Ordinance #2022-04 amending Chapter 270 of the Code of Ordinances of the Township of West Manheim, which Chapter is entitled “Zoning”, Section 270-31.D, entitled “Permitted Uses,” of Article VI, entitled “Business Center District,” to Subsection D to delete Sub-subsection (8) “Hotel” and Sub-subsection (11) “Motel” as Permitted Uses and Section 270-31.E to delete Sub-subsection (2) “New dwelling units in conjunction with and above a principal use permitted in Section 270-31B, C and D (Residential use is only allowed above ground floor institutional, public and semipublic or commercial uses)” and Sub-subsection (3) “No impact home occupations” as Permitted Accessory and Temporary Uses, seconded by Supervisor Wetzel. A roll call vote was taken, Supervisors Ault, Franks, Hartlaub, Rynearson and Wetzel all voting “yay”. **Motion carried.**

G. Motion to approve the purchase of a locally advertised snow blower for the recently purchased compact track loader at a cost of \$3,700.

Supervisor Ault made a motion to approve the purchase of a locally advertised snow blower for the recently purchased compact track loader, as long as it was still available and works on our machine – not to exceed \$3,700, seconded by Supervisor Rynearson. **Motion carried.**

H. Motion to approve the purchase of a new 2022 Caterpillar tooth bucket from Cleveland Brothers at a cost of \$1,520.00 per the Costars contract.

Supervisor Ault made a motion to approve the purchase of a new 2022 Caterpillar tooth bucket from Cleveland Brothers at a cost of \$1,520.00 per the Costars contract, seconded by Supervisor Franks. **Motion carried.**

I. Motion to approve the purchase of a new Caterpillar 46” carriage (\$1,030.00) and used Caterpillar 42” forks (\$780.00) from Cleveland Brothers for a total cost of \$1,810,00 per the Costars contract.

Supervisor Ault stated that the way that agenda item I. was worded was not correct. The used Caterpillar 42” forks (\$780.00) from Cleveland Brothers is out of the rental fleet and the rental fleet price. A brand-new pair of forks is \$1,030.00, which is the Costars contract price. We would either purchase the used forks or the new forks, Supervisor Ault recommended for an additional few hundred dollars to get the new pair of forks. Supervisor Ault then made a motion to approve the purchase of a new Caterpillar 46” carriage for \$1,030.00 from Cleveland Brothers per the Costars contract, seconded by Supervisor Wetzel. **Motion carried.**

SUBDIVISION PLANS:

- A. Motion to approve High Pointe at Rojen Farms – Penn South Phase S4 Final Land Development Plan (Review time expires 2/15/23)

Supervisor Ault asked Township Engineer, Cory McCoy if there were any outstanding issues with this plan. Cory stated that a small portion of roadway needs to be tied into West Manheim Township from Penn Township. A few minor comments still needed to be addressed. He had no issues with recommending conditional approval of this plan. Supervisor Rynearson made a motion to approve High Pointe at Rojen Farms – Penn South Phase S4 Final Land Development Plan (Review time expires 2/15/23), seconded by Supervisor Wetzel. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Oakwood Hills 69-Lot Preliminary Plan (Review time expires 12/21/22)

Supervisor Ault made a motion to grant the extension request of Oakwood Hills 69-Lot Preliminary Plan – Review time expiring 3/22/23, seconded by Supervisor Wetzel. **Motion carried.**

2. Keel LP, Phase II - Preliminary Plan – 6 Lot Subdivision (Review time expires 12/21/22)

Supervisor Ault made a motion to grant the extension request of Keel LP, Phase II - Preliminary Plan – 6 Lot Subdivision – Review time expiring 1/18/23, Supervisor Ault asked township secretary, Shanna Smale to make sure this subdivision plan is on the January 17, 2023 meeting agenda for final approval, seconded by Supervisor Wetzel. **Motion carried.**

3. Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 12/21/2022)

Supervisor Wetzel made a motion to grant the extension request of Belmont Ridge Phase V, 203 Lot Preliminary Plan – Review time expiring 3/22/23, seconded by Supervisor Ault. **Motion carried.**

4. Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan (Review time expires 12/21/2022)

Supervisor Wetzel made a motion to grant the extension request of Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan – Review time expiring 3/22/23, seconded by Supervisor Rynearson. **Motion carried.**

ALL TO BE TABLED:

- Burkentine Fields – 310 Unit Preliminary Plan (Review time expires 2/3/23)

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Supervisor Ault made a motion to table Burkentine Fields – 310 Unit Preliminary Plan (Review time expires 2/3/23), seconded by Supervisor Rynearson. **Motion carried.**

**SUPERVISORS AND/OR PUBLIC COMMENTS:** Chairman Ault asked the public or supervisors if they had any comment at this time and received no reply.

**NEXT SCHEDULED MEETINGS:** Board of Supervisors - 2023 Re-Organization Meeting on Tuesday, January 3, 2023, at 7:00 p.m. with the caucus at 6 p.m. and Work Session meeting to directly follow the Re-Organization Meeting. Supervisor Regular Meeting – Tuesday, January 17, 2023, Public Hearing at 5:00 p.m. with Supervisors Caucus at 6:30 p.m. and Regular Meeting at 7:00 p.m.

**ADJOURNMENT:** Chairman Ault made a motion to adjourn the meeting at 8:00 p.m., seconded by Supervisor Rynearson. **Motion carried.**

Respectfully,

  
Secretary