

WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS  
YEAR 2023 REORGANIZATION MEETING  
TUESDAY, JANUARY 3, 2023  
6:00 P.M.

**ELECTION OF TEMPORARY CHAIRMAN**

Meeting Called to Order by Temporary Chairman

Pledge to Flag/Invocation

Roll Call

**NOMINATE AND ELECT**

Nominations and Election of Chairman of the Board

Nominations and Election of Vice-Chairman of the Board

At this time, the newly elected Chairman will take over the meeting.

1. **2023 ORGANIZATION APPOINTMENTS**

- A. Motion to appoint Michael Bowersox as Township Manager and Zoning Officer
- B. Motion to appoint Shanna Smale as Township Secretary
- C. Motion to appoint Jennifer Thornton as Township Treasurer
- D. Motion to appoint Edwin Schneider as Township Chief of Police
- E. Motion to appoint Derrick Baker as Township Lieutenant
- F. Motion to appoint Will Fuhrman as Township Roadmaster
- G. Motion to appoint Heather Bair as Township Building Code Enforcement Officer and Alternate Zoning Officer
- H. Motion to appoint Steve Harmon as Township Code Enforcement Officer and Alternate Zoning Officer
- I. Motion to appoint \_\_\_\_\_ to the Vacancy Board Chairman
- J. Motion to appoint Supervisor Harold Hartlaub as Chief Administrative Officer of Pension Plans

2. **APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES FOR 2023**

- A. Motion to appoint Stock and Leader as Solicitor
- B. Motion to appoint C.S. Davidson as Engineer
- C. Motion to appoint Herbein C.P.A. & Consultants as Auditors
- D. Motion to appoint Joseph Kalasnik, PC as Zoning Hearing Board Solicitor
- E. Motion to appoint Group Hanover as Sewage Enforcement Officer
- F. Motion to appoint Hanover Land Services as Alternate Sewage Enforcement Officer

G. Motion to appoint Middle Department Inspection Agency as Building Inspectors

3. **2023 ADMINISTRATIVE MOTION ITEMS**

- A. Motion authorizing the following depository institution to handle all Township accounts:
  - People's Bank
- B. Motion to Renew all existing Ordinances and Resolutions
- C. Motion to Establish the dates and time for Board of Supervisors Meetings
  - Work Session the First Thursday of the month at 7:00 P.M.  
Caucus at 6:00 P.M.
  - Regular Meeting the Third Tuesday of the month at 7:00 P.M.  
Caucus at 6:00 P.M.
- D. Motion to Establish the mileage reimbursement rate at the prevailing 2023 IRS rate of 62.5 cents
- E. Motion to Establish the Manager's, and Secretary's bonds at \$500,000.00 each
- F. Motion to Establish the Treasurer's, bond at \$3 million dollars
- G. Motion to approve PSATS Membership for 2023 for \$2,191.00
- H. Motion to adopt Resolution # 2023 – 01 - the Fee Schedule for Services and Permits
- I. Motion to adopt Resolution # 2023 – 02 - to allow the Transfer of Unencumbered Monies
- J. Motion to adopt Resolution # 2023 – 03 - Establishing Salaries for 2023

**THIS ENDS THE RE-ORGANIZATIONAL MEETING**

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WEST MANHEIM TOWNSHIP BOARD OF SUPERVISORS  
WORK SESSION AGENDA  
TUESDAY, JANUARY 3, 2023

1. Work Session Called to Order
2. Public Comment "...all persons wishing to offer public comment must first register by signing their name, address, telephone number and email address on a "sign up" sheet to be provided by the Township Manager. No one shall approach the microphone without having first registered to speak. Each person wishing to speak shall have one (1) opportunity to speak for a period not to exceed five (5) minutes." Res. #2017-05
3. Approval of Minutes – Regular Board of Supervisor Meeting of Tuesday, December 20, 2022
4. Correspondence
  - A. Received the following requests for re-appointment:
    1. Andy Hoffman – Planning Commission
    2. Jeffrey Brown – Planning Commission
    3. Fred Walker – Rec Park Board
  - B. Received the following requests for a seat on the Planning Commission: (2 Seats Available)
    1. Jeffrey Haines
    2. Fred Walker
    3. Don Whatley
    4. Kelly Gabliks
  - C. Received the following request for a seat on the Zoning Hearing Board: (2 Seats Available)
    1. Robert Miller
    2. Kelly Gabliks
5. Disbursements
6. Action Items
  - A. Motion to adopt Ordinance #23-01 amending Chapter 270 of the code of ordinances of the Township of West Manheim, which chapter is entitled "Zoning," by section 270-92, entitled "Fences and Walls," of article XV, entitled "Accessory Buildings and Uses," to permit fences up to twelve (12') feet in height in any zoning district where the principal use of such lot is commercial or industrial in nature.
  - B. Motion to Authorize Attendees and Appoint a Voting Delegate for PSATS Annual Conference – April 23-26, 2023

C. Motion to approve the Employment Agreement between West Manheim Township Board of Supervisors and the Chief of Police for the West Manheim Township Police Department.

7. Discussion Items

8. SUPERVISORS AND/OR PUBLIC COMMENTS:

9. Next Scheduled Meetings: Board of Supervisors Meeting - Tuesday, January 17, 2023, at 7:00 p.m. with Public Hearing at 5:00 p.m. and Supervisors Caucus at 6:30 p.m. Supervisors Work Session – Thursday, February 2, 2023, at 7:00 p.m. with Supervisors Caucus at 6:00 P.M.

10. Adjournment