

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

The 2023 Reorganizational Meeting of the West Manheim Township Board of Supervisors was held on the above date and time at the Municipal Building at 2412 Baltimore Pike, Hanover, PA.

ELECTION OF TEMPORARY CHAIRMAN

The Meeting was called to Order at 6:10 p.m. by Supervisor Ault, followed by the Pledge to the Flag and the Invocation.

ROLL CALL: Present were Supervisors Ault, Hartlaub, Franks and Wetzel; also present were Sarah Doyle, Solicitor of Stock and Leader, and Township Secretary Shanna Smale. Supervisor Rynearson was present online. Township Solicitor Dave Jones from Stock and Leader and Township Engineer Cory McCoy from C. S. Davidson, Inc., were not present. A quorum was present.

Supervisor Ault then asked for nominations for a temporary chairman and Supervisor Franks nominated Supervisor Ault as temporary chairman, seconded by Supervisor Wetzel. With no other nominations and in a vote of Supervisors Franks, Hartlaub, Rynearson, and Wetzel voting “Yay” and Supervisor Ault abstaining, the Motion carried.

NOMINATE AND ELECT

A. Chairman of the Board

At this point, Supervisor Ault asked if there were any nominations for the Chairman of the Board.

Supervisor Wetzel made a motion to nominate Supervisor Ault as Chairman of the Board, seconded by Supervisor Hartlaub. In a vote of Supervisors Franks, Hartlaub, Rynearson, and Wetzel voting “Yay” and Supervisor Ault abstaining, **Motion carried.**

Chairman Ault then asked for nominations for the Vice-Chairman of the Board.

B. Vice Chairman of the Board

Supervisor Franks made a motion to nominate Supervisor Wetzel as Vice Chairman of the Board, seconded by Supervisor Ault. In a vote of Supervisors Ault, Franks and Hartlaub, voting “Yay” and Supervisors Wetzel and Rynearson abstaining, **Motion carried.**

2023 ORGANIZATION APPOINTMENTS

A. Motion to appoint Michael Bowersox Township Manager and Zoning Officer

Supervisor Ault made a motion to appoint Michael Bowersox as Township Manager and Zoning Officer, seconded by Supervisor Franks. **Motion carried.**

B. Motion to appoint Shanna Smale as Township Secretary

Supervisor Wetzel made a motion to appoint Shanna Smale as Township Secretary, seconded by Supervisor Franks. **Motion carried.**

C. Motion to appoint Jennifer Thornton as Township Treasurer

Supervisor Hartlaub made a motion to appoint Jennifer Thornton as Township Treasurer, seconded by Supervisor Rynearson. **Motion carried.**

D. Motion to appoint Edwin Schneider as Township Chief of Police

Supervisor Franks made a motion to appoint Edwin Schneider as Township Chief of Police, seconded by Supervisor Wetzel. **Motion carried.**

E. Motion to appoint Derrick Baker as Township Lieutenant

Supervisor Rynearson made a motion to appoint Derrick Baker as Township Lieutenant, seconded by Supervisor Franks. **Motion carried.**

F. Motion to appoint Will Fuhrman as Township Roadmaster

Supervisor Ault made a motion to appoint Will Fuhrman Township Roadmaster, seconded by Supervisor Hartlaub. **Motion carried.**

G. Motion to appoint Heather Bair as Township Code Enforcement Officer and Alternate Zoning Officer

Supervisor Franks made a motion to appoint Heather Bair as Code Enforcement Officer and Alternate Zoning Officer, seconded by Supervisor Rynearson. **Motion carried.**

H. Motion to appoint Steve Harmon as Township Code Enforcement Officer and Alternate Zoning Officer

Supervisor Rynearson made a motion to appoint Steve Harmon as Township Code Enforcement Officer and Alternate Zoning Officer, seconded by Supervisor Franks. **Motion carried.**

I. Motion to appoint _____ to the Vacancy Board Chairman – accepting nominations

Chairman Ault told those present that he had received a letter from Jonathan Janney (copy on file) requesting to be appointed as Chairman of the Vacancy Board.

Supervisor Ault made a motion to appoint Jonathan Janney as Vacancy Board Chairman, seconded by Supervisor Franks. **Motion carried.**

J. Motion to appoint Supervisor Harold Hartlaub as Chief Administrative Officer of Pension Plan

Supervisor Ault made a motion to appoint Harold Hartlaub as Chief Administrative Officer of Pension Plan, seconded by Supervisor Ryneerson. **Motion carried.**

APPOINT AND ACCEPTANCE OF INDIVIDUAL FEE SCHEDULES FOR 2022

A. Motion to appoint Stock and Leader as Solicitor

Supervisor Franks made a motion to reappoint Stock and Leader as Solicitor and accept their fee schedule, seconded by Supervisor Wetzel. **Motion carried.**

B. Motion to appoint C.S. Davidson as Engineer

Supervisor Ryneerson made a motion to reappoint C.S. Davidson as Township Engineer and accept their fee schedule, seconded by Supervisor Franks. **Motion carried.**

C. Motion to appoint Herbein C.P.A. & Consultants as Auditors

Supervisor Ault made a motion to reappoint Herbein C.P.A. & Consultants as Auditors and accept their fee schedule, seconded by Supervisor Ryneerson. **Motion carried.**

D. Motion to appoint Joseph Kalasnik, PC as Zoning Hearing Board Solicitor -

Supervisor Ryneerson made a motion to reappoint Joseph Kalasnik PC as Zoning Hearing Board Solicitor, seconded by Supervisor Franks. **Motion carried.**

E. Motion to appoint Group Hanover Sewage Enforcement Officer

Supervisor Ault made a motion to reappoint Group Hanover as the Sewage Enforcement Officer and accept their fee schedule, seconded by Supervisor Wetzel. **Motion carried.**

F. Motion to appoint Hanover Land Services as Alternate Sewage Enforcement Officer

Supervisor Ault made a motion to reappoint Hanover Land Services as Alternate Sewage Enforcement Officer and accept their fee schedule, seconded by Supervisor Wetzel. **Motion carried.**

G. Motion to appoint Building Inspections - Middle Department Inspection Agency

Supervisor Wetzel made a motion to reappoint Middle Department Inspection Agency for Building Inspections and accept their fee schedule, seconded Supervisor Ryneerson. **Motion carried.**

2022 ADMINISTRATIVE MOTION ITEMS

A. Motion authorizing the following depository institution to handle all Township accounts: - People's Bank

Supervisor Ault made a motion authorizing the following depository institution to handle Township accounts, People's Bank, seconded by Supervisor Wetzel. **Motion carried.**

B. Motion to Renew all existing Ordinances and Resolutions

Supervisor Rynearson made a motion to renew all existing Ordinances and Resolutions, seconded by Supervisor Franks. **Motion carried.**

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.

Supervisor Ault made a motion to establish the dates and times for the Board of Supervisors meetings, as Work Session the first Thursday of the month at 7 p.m., with Caucus at 6 p.m.; Regular Meeting the third Tuesday of the month at 7 p.m., with Caucus at 6 p.m., seconded by Supervisor Franks. **Motion carried.**

Supervisor Rynearson stated that we should have a discussion to possibly change the meetings to always meet on the same day of the week, either a Tuesday or a Thursday instead of the back and forth. Supervisor Ault said that meeting dates could individually be changed if necessary.

D. Motion to Establish the mileage reimbursement rate at the prevailing 2023 IRS rate of 65.5 cents

Supervisor Ault made a motion to establish the mileage reimbursement rate at the prevailing 2023 IRS rate of 65.5 cents per mile, seconded by Supervisor Rynearson. **Motion carried.**

E. Motion to Establish the Manager's, and Secretary's bonds at \$500,000.00

Supervisor Rynearson made a motion to establish the Manager's bond and the Township Secretary's bond at \$500,000 each, seconded by Supervisor Wetzel. **Motion carried.**

F. Motion to Establish the Treasurer's bond at \$3 million dollars

Supervisor Rynearson made a motion to establish the Treasurer bond at \$3 million dollars, seconded by Supervisor Franks. **Motion carried.**

G. Motion to approve PSATS Membership for 2023 for \$2,191.00

Supervisor Rynearson made a motion to approve PSATS Membership for \$2,191.00, seconded by Supervisor Franks. **Motion carried.**

H. Motion to adopt Resolution #2023-01 - the Fee Schedule for Services and Permits

Supervisor Ault made a motion to adopt Resolution # 2023-01 the Fee Schedule for Services and Permits, seconded by Supervisor Wetzel. **Motion carried.**

I. Motion to adopt Resolution # 2023-02 - to allow the Transfer of Unencumbered Monies

Supervisor Rynearson made a motion to adopt Resolution # 2023-02 to allow the Transfer of Unencumbered Monies, seconded by Supervisor Franks. **Motion carried.**

J. Motion to adopt Resolution # 2023-03 Establishing Salaries for 2023

Supervisor Ault made a motion to adopt Resolution # 2023-03 Establishing Salaries for 2023, seconded by Supervisor Wetzel. **Motion carried.**

The Reorganization meeting was closed at 6:24 p.m.

WORK SESSION MEETING

The Work Session of the West Manheim Township Board of Supervisors was called to order by Chairman Ault at 6:24p.m.

PUBLIC COMMENT: Chairman Ault asked if anyone in the audience, wanted to make any comments and received no reply.

APPROVAL OF MINUTES: Supervisor Franks made a motion to approve the Minutes from the Regular Board of Supervisors Meeting of Tuesday, December 20, 2022, seconded by Supervisor Wetzel. **Motion carried.**

CORRESPONDENCE: Chairman Ault noted that the Township received correspondence from Andy Hoffman and Jeffrey Brown for re-appointment to the Planning Commission and Fred Walker for re-appointment to the Rec Park Board. The board also received correspondence from Jeffrey Haines, Fred Walker, Don Whatley and Kelly Gabliks for consideration of appointment to the two open seats on the Planning Commission and Robert Miller and Kelly Gabliks for consideration of appointment to the two open seats on the Zoning Hearing Board. Supervisor Ault also wanted the letter from Jonathan Janney for the Vacancy Board Chairman added to the correspondence.

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

APPROVAL OF DISBURSEMENTS:

Supervisor Ault stated that since the sale of the snowblower and tamper never went through, the line item for Zepp Auto Equipment on page 6 needed to be taken off the disbursements. With this change, the Disbursements from all Funds were approved, as listed, in a motion by Supervisor Ault, seconded by Supervisor Wetzel. **Motion carried.**

ACTION/DISCUSSION ITEMS:

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.

Supervisor Ault made 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. With a roll call vote Supervisors Ault, Franks, Hartlaub and Rynearson voting "yay", and Supervisor Wetzel voting "nay".
Motion carried.

- B. Motion to Authorize Attendees and Appoint a Voting Delegate for PSATS Annual Conference – April 23-26, 2023

Supervisor Ault asked Supervisor Rynearson if he would be available to attend the PSATS Annual Conference and Supervisor Rynearson said he would be available to attend. Supervisor Ault made a motion to Authorize Attendees and Appoint a Voting Delegate for PSATS Annual Conference – April 23-26, 2023, seconded by Supervisor Hartlaub. **Motion carried.**

- 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.

Supervisor Ault made a motion to table the 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 until the regular board meeting on January 17, 2023, seconded by Supervisor Wetzel. **Motion carried.**

DISCUSSION ITEMS: None.

SUPERVISORS AND/OR PUBLIC COMMENTS: Chairman Ault asked if anyone from the public wanted to approach the Board, and received no reply.

Chairman Ault then asked if anyone who is a candidate for the open seats on the Planning Commission and Zoning Hearing Board wanted to come forward to address the board. Andy Hoffman came forward to discuss why his sixteen years on the Planning Commission and years of service for the township made him qualified to serve another term. Don Whatley spoke about his background in law enforcement, serving on multiple boards and president of his HOA and living in the township for almost twenty years. Mr. Whatley also stated that he was retired and had plenty of time to dedicate to the township. Finally, Kelly Gabliks talked about how although she is a more recent resident in West Manheim Township, she is always very involved in the community she lives in. She feels it is important to give back to the community and has applied for both the Planning Commission and Zoning Hearing Board. She would be happy to serve on either committee if asked. She has served on many committees and city council and has a legal background as an attorney.

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Supervisor Ault asked Don Whatley if he would be interested in serving on the Zoning Hearing Board as well as the Planning Commission and he said he would be interested.

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.

Adjournment: Supervisor Ault made a motion to adjourn the meeting at 6:38 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully submitted,



Secretary