

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, May 16, 2023
7 p.m.

Supervisor Ault called the Regular Meeting of the West Manheim Township Board of Supervisors to Order on Tuesday, May 16, 2023 at 8:12 p.m., at the Municipal Building, 2412 Baltimore Pike, Hanover, PA 17331, following public hearings regarding zoning ordinance amendments.

ANNOUNCEMENT: Supervisor Ault stated that there was an executive session held before the public hearings during the Caucus to discuss personnel matters. Supervisor Ault also stated that there was one minor change to the agenda under the Engineer's Report.

Supervisor Ault made a motion to amend the agenda adding Letter F. under number 9. Engineer's Report, seconded by Supervisor Rynearson. **Motion carried.**

PUBLIC COMMENTS: Supervisor Ault asked if anyone present wanted to speak at this time on anything listed on the agenda for this evening's meeting. Chris Naylor of Barley Snyder Attorneys at Law came forward on behalf of Burkentine & Sons Builders to ask for favorable consideration of the extension request for Burkentine Fields listed under 14. Subdivision Plans, section B on the agenda.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Board of Supervisors Work Session meeting of May 4, 2023, seconded by Supervisor Wetzel. **Motion carried.**

DISBURSEMENTS: The Disbursements from all Funds were approved, as listed, in a motion by Supervisor Wetzel, seconded by Supervisor Rynearson. **Motion carried.**

CORRESPONDENCE: None

RECREATION BOARD REPORT:

- A. Discuss Rec Park Board proposal to plant lawn grass/wildflowers and orchard grass at the beginning of field #13 facing Pavilion 1 down to the curve.

Supervisor Ault made a motion to authorize the Roadmaster to talk to the Rec Park Board about doing a cost analysis of how much it would cost to do this project, seconded by Supervisor Rynearson. **Motion carried.**

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

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

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

ENGINEER'S REPORT:

- A. Motion to approve the request for reduction #2 to the public improvement financial security for Belmont Ridge Phase 3 in the amount of \$782,325.40 leaving the remaining security amount of \$1,677,467.00.

Supervisor Ault made a motion to approve the request for reduction #2 to the public improvement financial security for Belmont Ridge Phase 3 in the amount of \$782,325.40 leaving the remaining security amount of \$1,677,467.00, seconded by Supervisor Rynearson. **Motion carried.**

- B. Motion to approve the request for reduction #2 to the public improvement financial security for Belmont Ridge Phase 4 in the amount of \$485,710.90 leaving the remaining security amount of \$1,422,437.50.

Supervisor Rynearson made a motion to approve the request for reduction #2 to the public improvement financial security for Belmont Ridge Phase 4 in the amount of \$485,710.90 leaving the remaining security amount of \$1,422,437.50, seconded by Supervisor Franks. **Motion carried.**

- C. Motion to approve the request for reduction #3 to the public improvement financial security for High Pointe at Rojen Farms Phase IID, IIE, and IIF in the amount of \$1,377,560.80 leaving the remaining security amount of \$1,298,706.20.

Supervisor Ault made a motion to approve the request for reduction #3 to the public improvement financial security for High Pointe at Rojen Farms Phase IID, IIE, and IIF in the amount of \$1,377,560.80 leaving the remaining security amount of \$1,298,706.20, seconded by Supervisor Wetzel. **Motion carried.**

- D. Motion to approve the request for reduction #1 to the public improvement financial security for High Pointe at Rojen Farms Phase S4 in the amount of \$13,035.00 leaving the remaining security amount of \$38,252.50.

Supervisor Rynearson made a motion to approve the request for reduction #1 to the public improvement financial security for High Pointe at Rojen Farms Phase S4 in the amount of \$13,035.00 leaving the remaining security amount of \$38,252.50, seconded by Supervisor Wetzel. **Motion carried.**

- E. Motion to approve the request for reduction #1 to the public improvement financial security for Homestead Acres Phase 5 in the amount of \$907,571.50 leaving the remaining security amount of \$655,814.50.

Supervisor Wetzel made a motion to approve the request for reduction #1 to the public improvement financial security for Homestead Acres Phase 5 in the amount of \$907,571.50 leaving the remaining security amount of \$655,814.50, seconded by Supervisor Franks. **Motion carried.**

- F. Authorize CS Davidson to submit the DCED Sewage Facilities Grant application to update the Act 537 Plan and authorize Township Manager Michael Bowersox to execute documents.

Supervisor Ault made a motion to Authorize CS Davidson to submit the DCED Sewage Facilities Grant application to update the Act 537 Plan and authorize Township Manager Michael Bowersox to execute documents, seconded by Supervisor Rynearson. **Motion carried.**

Supervisor Rynearson made a motion to accept the Engineer's Report with the addition of Letter F., seconded by Supervisor Wetzel. **Motion carried.**

REPORTS:

- A. Monthly Budget Review – Treasurer's Report - April 2023
- B. Chief of Police, Monthly Activity Report – April 2023
- C. Pleasant Hill Volunteer Fire Co.-EMS Reports – April 2023
- D. EMA Report – April 2023
- E. Code Enforcement Officer Report – April 2023
- F. SEO Report – April 2023

Supervisor Rynearson made a motion to accept Reports A-F as given, seconded by Supervisor Franks. **Motion carried.**

MANAGER'S REPORT: Michael Bowersox had nothing new 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 grant permission for Cub Pack 105 to hold the Cub Scout Model Rocketry Event at the West Manheim Township Recreation Park on Sunday, June 11, 2023, from 11 a.m. to 4 p.m.

Supervisor Rynearson made a motion to grant permission for Cub Pack 105 to hold the Cub Scout Model Rocketry Event at the West Manheim Township Recreation Park on Sunday, June 11, 2023, from 11 a.m. to 4 p.m., seconded by Supervisor Wetzel. **Motion carried.**

- B. Acceptance of highest bid on the Municibid website for the sale of the Township's 1984 Caterpillar 120G grader for \$25,300.00 to high bidder Alston Potter.

Supervisor Rynearson made a motion to accept the highest bid on the Municibid website for the sale of the Township's 1984 Caterpillar 120G grader for \$25,300.00 to high bidder Alston Potter, seconded by Supervisor Franks. **Motion carried.**

- C. Acceptance of highest bid on the Municibid website for the sale of the Township's 1998 Case 580L backhoe for \$20,200.00 to high bidder Accurate Machinery LLC, Frederick, MD.

Supervisor Franks made a motion to accept the highest bid on the Municibid website for the sale of the Township's 1998 Case 580L backhoe for \$20,200.00 to high bidder Accurate Machinery LLC, Frederick, MD, seconded by Supervisor Rynearson. **Motion carried.**

- D. Increase of the wages of the three current office assistants (two in Administration, one in the Police Department) to \$18.54/hour with no changes to benefits in the current AFSCME collective bargaining agreement.

Supervisor Rynearson made a motion to increase the wages of the three current office assistants (two in Administration, one in the Police Department) to \$18.54/hour with no changes to benefits in the current AFSCME collective bargaining agreement retroactive from February 2, 2023. Seconded by Supervisor Wetzel. **Motion carried.**

- E. Purchase of a Caterpillar 306 excavator with thumb and mower attachments for the Public Works Department with costs partially offset by the sale of old Township equipment.

Supervisor Ault made a motion to approve the purchase of a Caterpillar 306 excavator with thumb and mower attachments for the Public Works Department from Cleveland Brothers for \$112,835.00 with the cost offset by \$45,500 from the sale of the used equipment on Municibid. Seconded by Supervisor Franks. **Motion carried.**

- F. Appointment of Township residents to a steering committee being formed for the purpose of updating the Township's Comprehensive Plan.

- Robert Miller
- Zach Hetrick
- Vanessa Schmidt
- James Myers
- Fred Walker
- Pam Hoffman

- David Calhoun
- Terry Rynearson
- David Appleby
- Chris Zumbrum
- Lydia Vaccare

Township Manager Michael Bowersox asked Township Solicitor Dave Jones if other names could be added to the list for appointment to the Comprehensive Plan Committee. Solicitor Jones stated that would be okay. Mike Bowersox then added James Horak and Supervisor Travis Wetzel's names to the committee list.

Township Manager Michael Bowersox then shared that the committee had decided the meetings would be on the second Tuesday of each month at 7 pm., and a legal advertisement would be placed in the newspaper with this information.

Supervisor Franks made a motion to appoint Township residents to a steering committee being formed for the purpose of updating the Township's Comprehensive Plan, seconded by Supervisor Ault. **Motion carried.**

- G. Approval of Officer Clayton Swartz as a full-time officer in the West Manheim Township Police Department after successfully completing his one-year probationary period.

Supervisor Rynearson made a motion to approve Officer Clayton Swartz as a full-time officer in the West Manheim Township Police Department after successfully completing his one-year probationary period, seconded by Supervisor Franks. **Motion carried.**

Subdivision Plans

A. PLANS TO BE APPROVED:

1. Approval of Homestead Acres Phase 5 Final Land Development Plan (Review time expires 07/19/23)

Township Engineer Cory McCoy explained that all of his comments had been addressed and the plan was ready to be approved.

Supervisor Franks made a motion to approve Homestead Acres Phase 5 Final Land Development Plan (Review time expires 07/19/23), seconded by Supervisor Rynearson. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER LETTERS:

Burkentine Fields – 310 Unit Preliminary Land Development Plan (Review time expires 5/31/23) to October 31, 2023.

Supervisor Ault made a motion to approve the extension for Burkentine Fields – 310 Unit Preliminary Land Development Plan (Review time expires 5/31/23) to October 31, 2023, seconded by Supervisor Wetzel. **Motion carried.**

ALL TO BE TABLED:

Oakwood Hills 69- Lot Preliminary Plan (Review time expires 6/21/2023)
Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 7/31/2023)
Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan (Review time expires 7/31/2023)

Supervisor Ault made a motion to table the following plans to the date that is shown, seconded by Supervisor Wetzel. **Motion carried.**

SUPERVISORS AND/OR PUBLIC COMMENTS: Supervisor Ault asked if anyone from the public wanted to speak to the Board members.

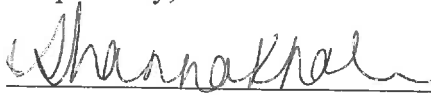
Lorraine Mason of 2044 Baltimore Pike came forward to ask the board if there was anything that could be done to get people to stop parking in the right of way in front of her house and to stop blocking the driveway. Supervisor Ault stated that she should speak with the township Code Enforcement Officer during office hours and that he would be happy to look into the matter.

Brian Weaver of 623 Hobart Road wanted to know if the millings on the "Resh Lot" were for the residents to take. Supervisor Ault said that it was his understanding that the township had always given the residents those millings if they asked for them in the past.

NEXT SCHEDULED MEETINGS: Supervisors Work Session – Thursday, June 1, 2023, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Regular Meeting - Tuesday, June 20, 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 8:34 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully,


Secretary