

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES

Regular Meeting

Tuesday, June 20, 2023
7 p.m.

Supervisor Wetzel called the Regular Meeting of the West Manheim Township Board of Supervisors to Order on Tuesday, June 20, 2023, at 7:00 p.m., at the Municipal Building, 2412 Baltimore Pike, Hanover, PA 17331.

ROLL CALL: Present were Supervisors Hartlaub, Rynearson and Wetzel. Also, present were Township Manager Michael Bowersox, Township Engineer Cory McCoy from C. S. Davidson, Inc, Solicitor Dave Jones from Stock and Leader Attorneys at Law, and Township Secretary Shanna Smale. Not present were Supervisors Ault and Franks. A quorum was present.

ANNOUNCEMENT: None

PUBLIC COMMENTS: Supervisor Wetzel asked if anyone present wanted to speak at this time on anything listed on the agenda for this evening's meeting and received no response.

APPROVAL OF MINUTES: Supervisor Rynearson made a motion to approve the Minutes of the Board of Supervisors Work Session meeting of June 1, 2023, seconded by Supervisor Wetzel. **Motion carried.**

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

CORRESPONDENCE: None

RECREATION BOARD REPORT: None

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

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

ENGINEER'S REPORT:

A. Authorization to proceed with 5-year streets plan.

Supervisor Wetzel made a motion to table the authorization to proceed with the 5-year streets plan until all board members were present and to put on the agenda for the July 18, 2023 meeting, seconded by Supervisor Rynearson. **Motion carried.**

B. Authorization to proceed with preparation of bidding documents for Impounding Dam Road Bridge S replacement.

Supervisor Wetzel made a motion to authorize to proceed with preparation of bidding documents for Impounding Dam Road Bridge S Replacement, seconded by Supervisor Rynearson. **Motion carried.**

- C. Authorization to submit the Act 537 Plan update Task Activity Report (TAR) to DEP.

Supervisor Rynearson made a motion to table the authorization to submit the Act 537 Plan Update Task Activity Report (TAR) to DEP until all board members were present and to put on the agenda for the July 18, 2023 meeting, seconded by Supervisor Wetzel. **Motion carried.**

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

REPORTS:

- A. Monthly Budget Review – Treasurer's Report - May 2023
- B. Pleasant Hill Volunteer Fire Co.-EMS Reports – May 2023
- C. EMA Report – May 2023
- D. Code Enforcement Officer Report – May 2023
- E. SEO Report – May 2023

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

MANAGER'S REPORT: Michael Bowersox had nothing new to add to his submitted report (copy on file).

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

Old Business: None.

New Business:

- A. Ratify payment of \$548.00 to Highline Ag Solutions, LLC for weed control spraying at the Recreation Park.

Supervisor Rynearson made a motion to ratify payment of \$548.00 to Highline Ag Solutions, LLC for weed control spraying at the Recreation Park, seconded by Supervisor Wetzel. **Motion carried.**

- B. Approval of a 2022 Tax Refund Request for 264 Joshua Drive in the amount of \$104.97.

Supervisor Rynearson made a motion to approve a 2022 Tax Refund Request for 264 Joshua Drive in the amount of \$104.97. **Motion carried.**

- C. Approval of disabled veteran tax exoneration for Michael Milo Jr. for real property taxes that are due after April 3, 2023.

Supervisor Rynearson made a motion for approval of disabled veteran tax exoneration for Michael Milo Jr. for real property taxes that are due after April 3, 2023, seconded by Supervisor Wetzel. **Motion carried.**

- D. Approval of West Manheim Township Fire Police assisting Jefferson Borough and the Jefferson Volunteer Fire Company during the Jefferson Community Carnival July 17th to July 22nd, 2023.

Supervisor Rynearson made a motion for the approval of West Manheim Township Fire Police assisting Jefferson Borough and the Jefferson Volunteer Fire Company during the Jefferson Community Carnival July 17th to July 22nd, 2023, seconded by Supervisor Wetzel. **Motion carried.**

- E. Approval of JDC & Sons Electrical adding and/or replacing site and parking lot lighting to existing township building and parking areas.

Supervisor Rynearson made a motion to approve JDC & Sons Electrical adding and/or replacing site and parking lot lighting to existing township building and parking areas not to exceed \$2,000, seconded by Supervisor Wetzel. **Motion carried.**

- F. Adoption of Resolution #2023-06 for the sale of excess Township personal property with a value of less than \$2000.

Adopted Resolution should be #2023-07 but due to a clerical error it was adopted as Resolution #2023-06.

Supervisor Rynearson made a motion to adopt Resolution #2023-06 for the sale of excess Township personal property with a value of less than \$2000, seconded by Supervisor Wetzel. **Motion carried.**

Subdivision Plans

A. PLANS TO BE APPROVED:

1. Approval of the Waiver Request for Mathias Subdivision – 250 Ross Road
 - a. Waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235, Article V Design and Construction Standards, §235-45.b.9 – Street Design Criteria. Where subdivisions or land developments abut existing streets which do not conform to the minimum right-of-way and cartway widths of this chapter, such existing streets shall be improved to the specifications of § 235-46 from the center line of the streets abutting the property being subdivided or developed. The ultimate right-of-way is requested

to be dedicated from the center line of the streets abutting the property being subdivided or developed.

Supervisor Wetzel made a motion to approve the waiver request for Mathias Subdivision – 250 Ross Road, seconded by Supervisor Rynearson. **Motion carried.**

2. Approval of Final Subdivision Plan for Cynthia Mathias & Chris Mathias (deceased) – 250 Ross Road (Review time expires 7/18/23)

Township Engineer, Cory McCoy stated that all fees were paid and there were no outstanding comments to be addressed, the plan was ready to be approved and signed. Supervisor Wetzel made a motion to approve the Final Subdivision Plan for Cynthia Mathias & Chris Mathias (deceased) – 250 Ross Road (Review time expires 7/18/23), seconded by Supervisor Rynearson. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER LETTERS:

Oakwood Hills 69- Lot Preliminary Plan (Review time expires 6/21/2023) to September 21, 2023.

Supervisor Rynearson made a motion to approve the extension for Oakwood Hills 69- Lot Preliminary Plan (Review time expires 6/21/2023) to September 21, 2023, seconded by Supervisor Wetzel. **Motion carried.**

ALL TO BE TABLED:

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)

Burkentine Fields – 310 Unit Preliminary Land Development Plan (Review time expires 10/31/23)

Supervisor Rynearson 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 Wetzel asked if anyone from the public wanted to speak to the Board members.

Brenda Grubb – 717 Impounding Dam Road got up to speak to the board regarding a safety issue of her neighbor on Leppo Mill Road shooting from his property at random. She would like the board to look into putting an ordinance in place about being able to shoot on properties with other houses around.

Tracy McCommon and her mother Gail Holm of 165 Leppo Mill Road also got up to speak to the board about the shooting happening close to their property. She is also asking the board for some help in getting this resolved as soon as possible.

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Supervisor Rynearson said that the board heard their concerns and would be working to come up with a solution as soon as they could.

NEXT SCHEDULED MEETINGS: **Supervisors Work Session Meeting – Thursday, July 6, 2023 – Canceled** - Supervisors Regular Meeting - Tuesday, July 18, 2023, at 7:00 p.m. with Supervisors Caucus at 6:00 p.m. Supervisors Work Session Meeting - Thursday, August 3, 2023, at 7:00 p.m. with Supervisors Caucus at 6 p.m.

ADJOURNMENT: Supervisor Wetzel made a motion to adjourn the meeting at 7:35 p.m., seconded by Supervisor Rynearson. **Motion carried.**

Respectfully,



Secretary