

WEST MANHEIM TOWNSHIP
BOARD OF SUPERVISORS PUBLIC HEARING MINUTES

Wednesday, February 14, 2024
7p.m.

Supervisor Wetzel called the Public Hearing of the West Manheim Township Board of Supervisors to Order at 7:01 p.m. on Wednesday, February 14, 2024. The Public Hearing took place at the Municipal Building at 2412 Baltimore Pike, Hanover, PA, 17331.

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

SOLICITORS STATEMENT ON REASON FOR HEARING: Solicitor Dave Jones explained that a request to add portions of four properties owned by Homer R. Stambaugh to the Agricultural Security Area was submitted to the Township. This hearing is required under the Pennsylvania agricultural area security law (act no. 43 of 1981).

PUBLIC COMMENT: None.

ADJOURNMENT: Supervisor Wetzel adjourned the Public Hearing at 7:07 pm.

BOARD OF SUPERVISORS REGULAR MEETING MINUTES

Supervisor Wetzel called the regular meeting of the West Manheim Township Board of Supervisors to Order at 7:04 p.m. on Wednesday, February 14, 2024, directly following the Public Hearing. The meeting took place at the Municipal Building at 2412 Baltimore Pike, Hanover, PA, 17331.

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

ANNOUNCEMENT: Supervisor Wetzel announced that an Executive Session was held after the meeting on January 10, 2024, to discuss personnel matters and a brief Executive Session was held prior to the beginning of the Public Hearing to discuss personnel matters.

Supervisor Wetzel called Adam Dubs forward to recognize the completion of his Eagle Scouts project at the West Manheim Township Rec Park. Adam then gave a donation of One Hundred and One Dollars to the West Manheim Township Rec Park which was the remaining money left over from the completion of his project.

PUBLIC COMMENTS: Supervisor Wetzel asked if anyone from the public had a comment on an agenda item and received no response.

APPROVAL OF MINUTES: Supervisor Franks made a motion to approve the Minutes of the Board of Supervisors Meeting on January 10, 2024, seconded by Supervisor Hoffman. **Motion carried.**

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

CORRESPONDENCE: Supervisor Wetzel acknowledged that the board had received emails from Karen Lippy, Jessica Rosenbloom, and Karen Wagaman. Supervisor Hoffman made a motion to accept the correspondence as given, seconded by Supervisor Franks. **Motion carried.**

RECREATION BOARD REPORT: Supervisor Wetzel made a motion to accept the Recreation Board's Report as given, seconded by Supervisor Franks. **Motion carried.**

SOLICITOR'S REPORT: Solicitor Dave Jones had nothing new to add to his report (copy on file). Supervisor Wetzel made a motion to accept the Solicitor's Report, seconded by Supervisor Franks. **Motion carried.**

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

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

- A. Authorization to sign CDBG Resolution #2024-07 for Act 537 Plan re-evaluation grant application.

Supervisor Hoffman made a motion to give the authorization to sign CDBG Resolution #2024-07 for Act 537 Plan re-evaluation grant application, seconded by Supervisor Franks. **Motion carried.**

- B. Authorization to proceed with Sewage Facilities Program grant application -Act 537 plan re-evaluation.

Supervisor Hoffman made a motion to proceed with Sewage Facilities Program grant application - Act 537 plan re-evaluation, seconded by Supervisor Franks. **Motion carried.**

C. DCNR Rec Park project discussion.

Township Engineer Cory McCoy had a discussion with the board regarding the DCNR Rec park project. Cory explained that they had already included new trails, hydrants, water, and ADA parking. He then stated that they would like to provide electrical utility. He was looking for direction :from the board moving forward.

Supervisor Hoffman made a motion to approve the planning of electrical utility in the park project, seconded by Supervisor Wetzel. **Motion carried.**

REPORTS:

- A. Monthly Budget Review-Treasurer's Report -January 2024
- B. Public Works Report- Yearly 2023
- C. Pleasant Hill Volunteer Fire Co.-EMS Reports - Yearly 2023/January 2024
- D. EMA Report - January 2024
- E. Code Enforcement Officer Report- Yearly 2023/January 2024
- F. SEO Report - January 2024

Supervisor Hoffman made a motion to accept Reports A-Fas 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 Hoffman made a motion to approve the Manager's Report as given, seconded by Supervisor Franks. **Motion carried.**

Old Business: None.

New Business:

- A. Approval of a one-year service credit for newly hired Police Officer Adam Bollinger.

Supervisor Franks made a motion to approve a one-year service credit for newly hired Police Officer Adam Bollinger, seconded by Supervisor Hoffman. **Motion carried.**

- B. Approval for the appointment, with a two-year service credit, of Christopher Roosen as a probationary police officer to the West Manheim Township Police Department to fill a recent vacancy.

Supervisor Hoffman made a motion to approve the appointment, with a two-year service credit, of Christopher Roosen as a probationary police officer to the West Manheim Township Police Department to fill a recent vacancy, seconded by Supervisor Franks. **Motion carried.**

Township Secretary, Shanna Smale then gave Christopher Roosen an Oath of Office.

- C. Approval of the modification to the employment agreement for Lieutenant Derrick Baker, West Manheim Township Police Department, and continuation of the monthly stipend of \$1,250 until January 31, 2025.

Supervisor Franks made a motion to approve the modification to the employment agreement for Lieutenant Derrick Baker, West Manheim Township Police Department, and continuation of the monthly stipend of \$1,250 until January 31, 2025, seconded by Supervisor Hoffman. **Motion carried.**

- D. Adoption of Resolution #2024-05, Homer Stambaugh addition to Agricultural Security Area for parcels 37-AF-99 (5.3 of 19 acres in West Manheim), 37-AF-100 (8.3 of 44.6 acres), 37-AF-99B (2.16 of 6.16 acres in West Manheim), and 52-AF-96A (4.88 of 5 acres in West Manheim).

Supervisor Hoffman made a motion to adopt Resolution #2024-05, Homer Stambaugh addition to Agricultural Security Area for parcels 37-AF-99 (5.3 of 19 acres in West Manheim), 37-AF-100 (8.3 of 44.6 acres), 37-AF-99B (2.16 of 6.16 acres in West Manheim). and 52-AF-96A (4.88 of 5 acres in West Manheim), seconded by Supervisor Wetzel. **Motion carried.**

- E. Approval for the purchase of (2) flammable material storage lockers for the new public works building at an estimated cost of \$1,030 each for a total of \$2,060.

Supervisor Franks made a motion to approve the purchase of (2) flammable material storage lockers for the new public works building at an estimated cost of \$1,030 each for a total of \$2,060, seconded by Supervisor Hoffman. **Motion carried.**

- F. Approval for the commissioning of an engineered traffic study for the intersection of Impounding Dam Road and Beck Mill Road.

Supervisor Hoffman made a motion to approve the commissioning of an engineered traffic study for the intersection of Impounding Dam Road and Beck Mill Road not to exceed \$5,000.00, seconded by Supervisor Franks. **Motion carried.**

- G. Approval of conditional offer of employment to Mark Dixon for part-time seasonal employment as a snowplow driver. Compensation will be union scale plus \$2.00/hour premium for CDL A license. Employment is conditional upon passing of background checks.

Supervisor Franks made a motion to approve a conditional offer of employment to Mark Dixon for part-time seasonal employment as a snowplow driver. Compensation will be union scale plus \$2.00/hour premium for CDL A license. Employment is conditional upon passing of background checks, seconded by Supervisor Hoffman. **Motion carried.**

- H. Approval of conditional offer of employment to Donald Cross for part-time employment as a snowplow driver and CDL driver. Compensation will be union scale plus \$2.00/hour premium for CDL A license. Employment is conditional upon passing of background checks.

Supervisor Franks made a motion to approve a conditional offer of employment to Donald Cross for part-time employment as a snowplow driver and CDL driver. Compensation will be union scale plus \$2.00/hour premium for CDL A license. Employment is conditional upon passing of background checks, seconded by Supervisor Hoffman. **Motion carried.**

- I. Approval of Fellowship of Christian Athletes to rent multiple athletic fields within West Manheim Township Rec Park for Power Camp from June 10th - 13th, 2024 in the amount of \$1,200.

Supervisor Franks made a motion to approve Fellowship of Christian Athletes to rent multiple athletic fields within West Manheim Township Rec Park for Power Camp from June 10th - 13th, 2024 in the amount of \$1,200, seconded by Supervisor Hoffman. **Motion carried.**

- J. Discussion of Parks and Recreation Board recommendation to consider the hiring of a paid director of parks and recreation.

Supervisor Wetzel made a motion to table the discussion of Parks and Recreation Board recommendation to consider the hiring of a paid director of parks and recreation, seconded by Supervisor Franks. **Motion carried.**

- K. Adoption of Resolution #2024-08, approval to apply for the Statewide Local Share Assessment Grant from the Commonwealth Financing Authority to be used for the purchase of police patrol vehicles.

Supervisor Hoffman made a motion to adopt Resolution #2024-08, approval to apply for the Statewide Local Share Assessment Grant from the Commonwealth Financing Authority to be used for the purchase of police patrol vehicles, seconded by Supervisor Franks. **Motion carried.**

Subdivision Plans:

A. Waiver Request Golian Final Add-On/Consolidation Subdivision Plan

1. Approval of the waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235 Article V Design and Construction Standards, §235-46 Street Design Standards. Improvement to existing public streets, curb & sidewalks.

Supervisor Hoffman made a motion to approve the waiver request to the West Manheim Township Subdivision and Land Development Ordinance, Chapter 235 Article V Design and Construction Standards, §235-46 Street Design Standards. Improvement to existing public streets, curb & sidewalks, seconded by Supervisor Franks. **Motion carried.**

2. Approval of request for Planning Waiver & Non-Building Declaration for Golian Final Add-On/Consolidation Subdivision Plan.

Supervisor Hoffman made a motion to approve the request for Planning Waiver & Non-Building Declaration for Golian Final Add-On/Consolidation Subdivision Plan, seconded by Supervisor Wetzel. **Motion carried.**

3. Approval of Golian Final Add-On/Consolidation Subdivision Plan (Review time expires 4/2/24)

Solicitor Dave Jones stated that he would like a condition added to the approval of the plan. When the deeds are prepared, they need to reflect the new lot lines and recorded with the final plan. Supervisor Wetzel made a motion to approve the Golian Final Add-On/Consolidation Subdivision Plan (Review time expires 4/2/24) with the condition referenced above, seconded by Supervisor Hoffman. **Motion carried.**

- B. Adoption of Resolution #2024-06 to approve Planning Module (Component 2-Individual and Community On-Lot Disposal of Sewage)- Oakwood Hills 69-Lot Preliminary Plan

Supervisor Hoffman made a motion to adopt Resolution #2024-06 to approve Planning Module (Component 2-Individual and Community On-Lot Disposal of Sewage)- Oakwood Hills 69-Lot Preliminary Plan, seconded by Supervisor Wetzel. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER LETTERS:

1. Prinland Heights - Phase 3 Final Subdivision Plan (Review time expires 2/14/2024) to August 14, 2024.
2. Taco Bell - Preliminary/Final Land Development Plan (Review time expires 2/20/2024) to May 3, 2024.
3. Oakwood Hills 69- Lot Preliminary Plan (Review time expires 3/1/2024) to June 21, 2024.

Supervisor Wetzel made a motion to approve the extension requests per developer letters referenced above, seconded by Supervisor Hoffman. **Motion carried.**

ALL TO BET ABLED:

- Burkentine Fields - 310 Unit Preliminary Land Development Plan (Review time expires 4/30/2024)
- Belmont Ridge Phase V, 203 Lot Preliminary Plan (Review time expires 5/31/2024)
- Belmont Ridge Phase V, 172 Lot Parallel Plan Preliminary Plan (Review time expires 5/31/2024)

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

Supervisors and/or Public Comments: Supervisor Wetzel asked if anyone from the public wanted to come and speak to the board. Terry Rynearson, 176 Sugarboot Lane came forward as a representative from the West Manheim Township Rec Park Board. He wanted the board to know that the Rec Park Board is having trouble recruiting new board members. He wanted the board to help in getting the word out or if they knew anyone who they could recommend.

Next Scheduled Meeting: Supervisors Meeting Wednesday, March 13, 2024, at 7:00 p.m. with the work session at 6 p.m.

ADJOURNMENT: Supervisor Wetzel made a motion to adjourn the meeting at 7:36 p.m., seconded by Supervisor Franks. **Motion carried.**

Respectfully,



Secretary