

WEST MANHEIM TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES

Wednesday, March 13, 2024  
7 p.m.

Supervisor Ault called the Meeting of the West Manheim Township Board of Supervisors to Order at 7:02 p.m. on Wednesday, March 13, 2024. The meeting took place at the Municipal Building at 2412 Baltimore Pike, Hanover, PA, 17331.

ROLL CALL: Present were Supervisors Ault, 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. A quorum was present.

ANNOUNCEMENT: None.

PUBLIC COMMENTS: Supervisor Ault asked if anyone present wanted to speak at this time. Terry Rynearson of Sugarboot Lane representing the Rec Park Board told the board he was there in case they had any questions regarding the Rec Park. Tara Kauffman from the Guthrie Memorial Library came forward to introduce herself to the board as she is trying to reach out to the different municipalities that the library serves. Kenny Bare and Brad Burgan of Garrett Road spoke to the board about the condition of Garrett Road.

APPROVAL OF MINUTES: Supervisor Hoffman made a motion to approve the Minutes of the Board of Supervisors Meeting on February 14, 2024, seconded by Supervisor Wetzel. Supervisor Ault abstained from voting due to the fact he was not in attendance at the February 14, 2024 meeting. **Motion carried.**

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

CORRESPONDENCE: Supervisor Ault acknowledged that the board had received letters from Pam Blumberg, Kristian Olsen, and Ingrid Taylor regarding the condition of Garrett Road. Supervisor Ault made a motion to accept the correspondence as given, seconded by Supervisor Hoffman. **Motion carried.**

RECREATION BOARD REPORT: None.

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

- A. Approval of quote from Fountain Valley Analytical Laboratory Inc. at the estimated amount of \$14,040.00 for Act 537 Revaluation Well Sampling Collection and Testing.

Supervisor Franks made a motion to approve the quote from Fountain Valley Analytical Laboratory Inc. at the estimated amount of \$14,040.00 for Act 537 Revaluation Well Sampling Collection and Testing, seconded by Supervisor Hoffman. **Motion carried.**

#### REPORTS:

- A. Monthly Budget Review – Treasurer's Report - February 2024
- B. Chief of Police Report – January/February 2024
- C. Pleasant Hill Volunteer Fire Co.-EMS Reports – February 2024
- D. EMA Report – February 2024
- E. Code Enforcement Officer Report – February 2024
- F. SEO Report – February 2024

Supervisor Wetzel 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). He did want the public to know that a prescribed burn was set to take place at the Sheppard-Myers Reservoir and to not be alarmed by smoke in the area.

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

#### Old Business:

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

Terry Rynearson of the Rec Park Board came forward to explain why a paid director was needed at the Rec Park. After a brief discussion of the board, it was recommended that before hiring someone for this position the Township would like solicit for volunteers to assist the Park Board in the township newsletter and on social media platforms.

New Business:

- A. Offer of part-time employment as an Emergency Medical Technician to Chad Gettys at a starting wage of \$15.45 and employment terms in accordance with the IAFF 2045 collective bargaining agreement.

Supervisor Ault made a motion to offer part-time employment as an Emergency Medical Technician to Chad Gettys at a starting wage of \$15.45 and employment terms in accordance with the IAFF 2045 collective bargaining agreement pending a background check, seconded by Supervisor Hoffman. **Motion carried.**

- B. Approval to hire a full-time Public Works employee to fill a recent vacancy.

Supervisor Franks made a motion for approval to advertise to hire a full-time Public Works employee to fill a recent vacancy, seconded by Supervisor Hoffman. **Motion carried.**

- C. Approval of the tree limb/brush removal dates – West Side April 8-11 & East Side April 15-18

Supervisor Ault made a motion to approve the tree limb/brush removal dates – West Side April 8-11 & East Side April 15-18, seconded by Supervisor Wetzell. **Motion carried.**

- D. Approval of the request by the West Manheim Lions Club & Pleasant Hill Volunteer Fire Company to hold the Annual “2024 Wine Tasting on the Hill” on Saturday, September 28<sup>th</sup> from 12 p.m. until 6 p.m. and Sunday, September 29<sup>th</sup> from 12 p.m. until 5 p.m.

Supervisor Hoffman made a motion to approve the request by the West Manheim Lions Club & Pleasant Hill Volunteer Fire Company to hold the Annual “2024 Wine Tasting on the Hill” on Saturday, September 28<sup>th</sup> from 12 p.m. until 6 p.m. and Sunday, September 29<sup>th</sup> from 12 p.m. until 5 p.m., seconded by Supervisor Franks. **Motion carried.**

- E. Approval of the purchase and installation of a PA DOL/I and DEP compliant 550-gallon double-walled diesel fuel tank and dispensing system at a cost not to exceed \$12,000.

Supervisor Hoffman made a motion to approve the purchase and installation of a PA DOL/I and DEP compliant 550-gallon double-walled diesel fuel tank and dispensing system at a cost not to exceed \$12,000, seconded by Supervisor Franks. **Motion carried.**

- F. Discussion of Spring Newsletter options.

Township Secretary, Shanna Smale explained to the board that since the Merchandiser closed the township had to look at other options for printing and distributing the bi-annual newsletter. Three different quotes were obtained. It was discussed that the newsletter could be posted on the township website, put on social media, and emailed to the residents. The township would have copies of the newsletter in the office for residents if they wanted a physical copy.

Supervisor Ault made a motion to approve the printing of one-thousand copies of the township spring newsletter at \$1,214.97 to Minute-Man Press and put the newsletter online, seconded by Supervisor Hoffman.  
**Motion carried.**

**G. Awarding of the Joint Bids for Commonly Used Supplies and Services from 4/1/24 to 3/31/25**

1. Pre-mixed Bituminous Concrete

- a. Motion to accept the bid and award the contract to York Materials Group for Pre-mixed Bituminous Concrete

**FOB Plant**

1. Pre-mixed Bituminous Stock Pile Material \$116.00 per ton.
2. 9.5 mm Superpave Surface Course \$70.15 per ton.
3. 19 mm Superpave Surface Course \$63.75 per ton.

**FOB Job**

1. 9.5 mm Superpave Surface Course \$77.05 per ton.
2. 19 mm Superpave Surface Course \$70.65 per ton

2. Crushed Stone - Purchase Product Penn DOT Number or AASHTO Number:

- a. Motion to accept the bid and award the contract for Crushed Stone to Vulcan Construction Materials LP for:

**FOB Plant:**

1. PA 2A Stone at a price of \$10.80 per ton.
2. Sand and Crushed Stone Anti-skid Type 2 at a price of \$15.30 per ton.
3. 1B Stone (AASHTO #8) & HE6 Stone (AASHTO #9) at a price of \$19.00 per ton.
4. 2B Stone (AASHTO #57) at a price of \$15.00 per ton.
5. All other stone including 4-inch Ballast (AASHTO #1) – (AASHTO #3), at a price of \$15.00 per ton.
6. Rip-Rap at a price of \$20.25 per ton.
7. FOB Job: Stone Delivery Prices per ton delivery only in full truck load quantities to job locations at time of delivery in: WEST MANHEIM TOWNSHIP: \$4.65

3. Petroleum Products

- a. Motion to accept the bid and award for the contract for Petroleum Products to the following at the bid prices as quoted:

1. To Mid-Atlantic Cooperative Solutions d/ba Aero Energy for diesel oil #2 for a price of \$3.2177 per gallon.

4. Traffic Line Painting

a. Motion to accept the bid and award for Traffic Line Painting to the following at the bid prices quoted as follows:

1. To D.E. Gemmill, Inc. for Center Line Painting: Two (2) four-inch yellow lines at a price of \$0.139 per lf.
2. To D.E. Gemmill, Inc. for Edge Line Painting: One (1) four-inch white line (solid or dashed) at a price of \$0.071 per lf.

5. Snow and Ice Rock Salt

a. Motion to accept the bid and award for the contract for SNOW & ICE ROCK SALT to Eastern Salt Co., Inc. at the following bid prices as quoted:

Eastern Salt Co., Inc. for Bulk Snow and Ice Rock Salt for a price of:

- \$79.90 per ton if delivered before July 1, 2024
- and for a price of \$79.90 if delivered before October 1, 2024
- and for a price of \$80.80 if delivered after October 1, 2024

Supervisor Ault made a motion to approve all of the listed awarded supplies on the joint bids for commonly used supplies from 4/1/24 to 3/31/25, seconded by Supervisor Wetzel. **Motion carried.**

Subdivision Plans:

A. Approval of Prinland Heights – Phase 3 Final Subdivision Plan (Review time expires 8/14/2024)

John Runge on behalf of DRB Group came forward to let the board know that all of the outstanding comments that needed to be addressed from Engineer, Cory McCoy had been taken care of.

Supervisor Wetzel made a motion to approve Prinland Heights – Phase 3 Final Subdivision Plan (Review time expires 8/14/2024), seconded by Supervisor Franks. **Motion carried.**

EXTENSION REQUESTS PER DEVELOPER LETTERS: None.

ALL TO BE TABLED:

Burkentine Fields – 310 Unit Preliminary Land Development Plan (Review time expires 4/30/2024)

Taco Bell - Preliminary/Final Land Development Plan (Review time expires 5/3/2024)

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)

Bange Farms, 3 Lot Minor/Final Subdivision Plan (Review time expires 6/12/2024)

Oakwood Hills 69 Lot Preliminary Plan (Review time expires 6/21/2024)

Supervisor Ault 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 Ault asked if anyone from the public wanted to speak to the Board members. Terry Rynearson of Sugarboot Lane came forward to let the board know that the Rec Park Board was looking to hire a part-time person at the park and a director as well. Supervisor Franks stated that he felt the Rec Park Board could try to find volunteers from different groups in the area such as the Young Marines. Supervisor Ault stated that he feels there are other ways to figure this out rather than paying more employees to be there. Supervisor Ault would like to advertise for volunteers at the Rec Park in the township newsletter and put it out on social media, the board agreed.

Next Scheduled Meeting: Supervisors Meeting Wednesday, April 10, 2024, at 7:00 p.m. with the Work Session at 6 p.m.

ADJOURNMENT: Chairman Ault made a motion to adjourn the meeting at 7:56 p.m., seconded by Supervisor Wetzel. **Motion carried.**

Respectfully,



Secretary