

**MANHEIM TOWNSHIP**  
**5191 Wool Mill Road**  
**Glenville, PA 17329**

**Minutes, Manheim Township Board of Supervisors Meeting**  
**September 18, 2023**

The Manheim Township Board of Supervisors, York County, PA met on Monday, September, 18, 2023 to transact the regular monthly business.

The following were in attendance:

Larry Miller  
Nate Osborne  
Rose Kirkpatrick

Township Staff:

Dennis Perks, Public Works Manager  
Michelle Hershey, Administrator-Secretary-Treasurer  
John Elliott, Solicitor

There were 6 people in the audience.

Chairman Miller called the meeting to order at 7:00 PM with the Pledge to the Flag.

**Executive Session -**

None

**Announcements –**

None

**Public Comment –**

None

**Consent Motion Package**

Chairman Miller made a motion, seconded by Supervisor Osborne, to approve the consent motion package consisting of: Board Minutes of August 21, 2023, Planning Commission Minutes of August 3, 2023 & September 7, 2023 (draft) and reports from the following: Road Department (August 2023), Zoning Reports (August 2023), and NYCPRD Activity reports (August 2023).

**Vote 3-0**

**A. Board Correspondence –**

Manheim Township has implemented Savvy Citizen Emergency Notification system to keep residents informed of emergency situations, road closures and events happening in the township. There are currently 200 people who have signed up.

**B. Solicitors Report –**

Nothing to report

**C. Committee Reports**

**1. Northern York County Regional Police Department –**

Chief Lash reported that their commission last month awarded the bid for a cell tower consultant. The RFP for actual construction of towers should go out around the end of the year. The David Tome Memorial Picnic will take place on October 18, 2023, from 5:30 pm – 7:30 pm at Little Creek Park in Jackson Township. Officer Straub will be attending the Manheim Fall Festival and Trunk or Treat.

**2. EMA –**

None

**D. Subdivision –**

None

**E. Unfinished Business –**

**Ordinance Amendments**

The Planning Commission and Zoning Hearing Board are meeting monthly to discuss the revision to the Comprehensive Plan as well as Ordinance Amendments.

- A) Agricultural Entrance
- B) Timber Harvest
- C) Junk
- D) Police Citations for Zoning Violations
- E) Shooting Range

**Violation Notice Blooming Grove Rd.**

Public Works Manager Perks reported that he drove past the property, and it looks like he has cleaned up some items on the front porch area. Perks will continue to monitor the property. Perks stated that Simon Schilling will let him know when he goes for another building inspection so that he can go with him so that there are two people present.

**Brodbeck Road Violation**

Public Works Manager Perks reported that July was the last inspection. Perks stated there was little progress. Perks stated that Mr. Walker told him that it seemed like someone was coming onto the property and messing with the vehicles. Mr. Walker found some loose lug nuts on his trucks that he's driving back and forth. Perks asked if he contacted the police department, and he did not. Perks provided a list of what he wanted to see at the next inspection and Mr. Walker stated that him and his brother would make that happen for the inspection which will take place on Monday, October 16<sup>th</sup>.

**Violation Notice Blue Hill Rd.**

Property sold at Auction on September 8, 2023

### **Road Department Radios and Repeater**

Northern York County Regional Police will now be getting a cell tower at their substation in Spring Grove and would like to hold off on purchasing any radios until they can see how this will affect Manheim Township. Remain Tabled.

### **Equipment Operator 3 or Laborer**

Administrator Hershey reported that the current part time employee did go out and find a full-time job because he couldn't continue to work part time. Hershey stated that Public Works Manager Perks wasn't really looking to hire an Equipment Operator he wanted more of a laborer position. Perks stated he was looking for him to be able to run back and forth on job sites to get stuff that is needed instead of sending the guys back who work the equipment. During winter he would have him drive the pickup truck with the plow and plow the dirt roads and the cul-de-sacs because that kills a lot of time using the larger equipment. Perks would still train him on the roller, backhoe and loader which they already had started to do that. He is currently in the process of getting his CDL. Administrator Hershey also stated that we have no seasonal/part-time workers or flaggers. A position would need to be created for a general laborer because currently all positions have to have a CDL. This would also free up Perks for office work regarding zoning. The starting payrate would be \$15.00 per hour and the 6-month probation period will include the time that he has been working here.

Chairman Miller made a motion, seconded by Vice Chairman Kirkpatrick to authorize creating the position of general laborer and hire Malachi Rineholt on as a full-time general laborer at a starting rate of \$15.00 per hour with the 6-month probation included in the time that he started.

**Vote 3-0**

### **F. New Business–**

#### **Traffic Study on Tannery Rd.**

Public Works Manager Perks reported that Bobby Glatfelter from Codorus Township reached out to him regarding semi's traveling down Tannery Rd. and trying to make a right on Smoketown Rd. They are trying to figure out a way to try and keep the Semi's off of Tannery Rd. Perks suggested to Mr. Glatfelter to reach out to Brock Berwager with PennDOT to see if he had any suggestions because it's going on to a state road. Perks stated that he recently talked with Mr. Berwager and he suggested that the best way to do this without having to jump through hoops is to put a low clearance sign up and there wouldn't need to be any traffic studies done. If a semi gets caught on that road with that sign placed that is on the semi driver. Perks stated that Mr. Glatfelter is supposed to be putting up a sign on his side of the bridge and he will go over and drive through to see where signs should be placed on the Manheim Township side. Perks stated that he hasn't priced out any signage yet because he wants to be able to match what Codorus Township is using.

Chairman Miller made a motion, seconded by Vice Chairman Kirkpatrick to approve placing low clearance signs on Tannery Rd. for the bridge.

**Vote 3-0**

### **Municipal Roof & Siding**

Administrator Hershey stated that there were previous discussions about resealing the roof. Public Works Manager Perks wanted to confirm if this is still the route that the board wants to take as well as discuss options in regards to painting the siding on the building. After a brief discussion Public Works Manager Perks will get quotes for resealing the roof as well as quotes for painting the building for next month's meeting.

### **G. Purchase Requisitions:**

1. Road Dept – Schmuck Lumber – 8 PVC 4x4x16 grey to replace rec park signs that are rotting out - \$1,680.00 – GF 433
2. Road Dept – New slab for fuel tanks - \$419.49 – GF 409.700
3. Road Dept – Keystone Rolloff LLC – Dumpster rental for municipal building junk removal - \$560.00 – GF 409.370
4. Road Dept – Roller rental for St. Johns Rd paving – Highway Equipment - \$2,900.00 – SF 438

Chairman Miller made a motion, seconded by Supervisor Osborne to approve the purchase requisitions as presented.

**Vote 3-0**

### **H. Training Notices:**

None

Next Meeting – October 16, 2023, @7:00 pm

With no further business Chairman Miller adjourned the meeting at 8:05 pm