

MANHEIM TOWNSHIP
5191 Wool Mill Road
Glenville, PA 17329

Minutes, Manheim Township Board of Supervisors Meeting
June 21, 2021

The Manheim Township Board of Supervisors, York County, PA met on Monday, June 21, 2021 to transact the regular monthly business.

The following were in attendance:

Larry Miller
Nate Osborne
Rose Kirkpatrick

Township Staff:

Loren Riebling, Township Manager
Gerald Shue, Road Foreman
Michelle Hershey, Secretary-Treasurer
Dennis Perks, Equipment Operator

Present:

John Elliott, Solicitor

There were 8 people in the audience.

Chairman Miller called the meeting to order at 7:03 PM with the Pledge to the Flag.

Executive Session -

There were 2 executive sessions – June 16th at 6:00 pm and June 21st at 6:00 pm to discuss personnel matters.

Announcements – None

Public Comment – None

Consent Motion Package

Supervisor Kirkpatrick made a motion, seconded by Vice Chairman Osborne, to approve the consent package consisting of: Board Minutes of May 17 and May 24, 2021, Tax Collector Report for May 2021, and reports from the following: Treasurer, Road Department.

Vote 3-0

A. Board Correspondence –

Supervisor Kirkpatrick reported that she received a call regarding a resident's grass being killed during herbicide and pesticide spraying. The situation has been resolved.

B. Solicitors Report –

Solicitor Elliott reported that last month he had been working with Riebling on recording a well isolation waiver, that got recorded a few days after the last meeting. Solicitor Elliott stated that Riebling received a copy before he left.

C. Committee Reports

1. Northern York County Regional Police Department –

Lieutenant Neidigh reported that on Tuesday August 3, 2021, from 5:30 – 8:30 pm the Northern York County Regional Police Department and our constituent municipalities will host their 10th annual National Night Out Celebration. The theme for this year will be a community cook out and free concert. This will take place at the Union Fire and Hose Company located at 30 East Canal Street in Dover Borough.

2. EMA –

None

D. Subdivision –

None

E. Unfinished Business –

Memorial at MACP for Chairman Muir

Vice Chairman Osborne spoke with Kevin Dickmyer and stated that Dawn Muir is still looking for the right project for the donation money received in honor of Chairman Muir. This can remain tabled.

Letter from NYCRPD – Invitation to Join with Full Membership

A letter was sent inviting Manheim Township to join NYCRPD to become a full participant. Chief Lash reported that the Commission will begin the process of reviewing and revising its Charter which dates to 1972. If Manheim Township became a full participant this would secure a seat at the table during the important discussions. Copies of the required Resolutions and Ordinances with an explanation of the joinder process will be emailed to the solicitor. The only material change is that Manheim Township must make a capital contribution in the amount of \$7,464.27. Chairman Miller stated that this needs to be reviewed with Solicitor Elliott because he has specific concerns regarding the exit strategy. Solicitor Elliott stated it is not well defined and would be getting into a grey area with litigation. NYCRPD Commission intends to update that process and define it better. If Manheim Township became a member, they would have a minority vote in that process but would not be in full control. Solicitor Elliott stated as it stands now, if Manheim Township were to join, they would be going in blind and on faith as to what exactly the terms would be. Manheim Township would be responsible in general terms for the consequences of them pulling out or lowering service, but they cannot tell you what that exact formula is. Chairman Miller asked if Solicitor Elliott can resend the memo to all three board members.

Chairman Miller made a motion, seconded by Supervisor Kirkpatrick to approve Solicitor Elliott resend the information concerning the membership with Northern Regional Police Department.

Vote 3-0

Ordinance Amendments to Be Prepared

The Board of Supervisors discussed looking at amendments for timber harvest provisions, and access provisions of Manheim Township Ordinances. This can remain tabled.

ARPA Funds & Uses

Secretary-Treasurer Hershey reported that the application was submitted. Board of Supervisors made a request to contact Comcast to get more information for expanding broadband with these funds.

Employment Advertising

Road Foreman Shue's last day will be September 30, 2021. Will need to advertise for road department position.

Chairman Miller made a motion, seconded by Supervisor Kirkpatrick to table employment advertising until next month's board meeting.

Vote 3-0

E-mail Account Discussion & Quote

Chairman Miller made a motion, seconded by Vice Chairman Osborne to table the e-mail account discussion and quote until next month's meeting.

Vote 3-0

F. New Business–

Review Fuel, Heating Oil and DSA from quotes received

Quotes were provided to the Board of Supervisors from Leffler Energy, Aero Energy and Tevis Energy for fuel and heating oil. One quote was received from Vulcan for DSA.

Vice Chairman Osborne made a motion, seconded by Chairman Miller to enter into a purchasing agreement with Aero Energy ULSD Dyed (cost +0.173) - \$2.273; Gasoline (cost +\$0.173) - \$2.189 (plus applicable taxes); Heating oil 2,500 gallons - \$2.330; Vulcan - DSA \$20.00 CP, \$27.00 delivered.

Vote 3-0

Record of Complaints Received for 4357 Blue Hill Rd.

Supervisor Kirkpatrick had requested that Secretary-Treasurer Hershey contact the tax collector regarding this property. Secretary-Treasurer Hershey reported that the tax collector reported that this property has been sent to tax claim for delinquent taxes every year since 2018. Chairman Miller asked Pete Schilling with Commonwealth Code Inspection Services on how they would handle condemned buildings. Mr. Schilling stated that they cannot legally go on to the property without permission, but they are able to issue citations. They would first start off with violation notices. Mr. Schilling stated that they would verify tax records and send out violation notices to the address on the tax records. Secretary-Treasurer stated that the tax bills are being sent to a residence in Westminster, Md. Chairman Miller asked Solicitor Elliott what the process would be. Solicitor Elliott stated that there is a process to send enforcement notices for any ordinance violations which could be reduced to a judgement but then they would have to find personal property to levy against or a lien can be filed. Solicitor Elliott stated that there are means of

alternate service if getting the court involved to make sure they are on notice. Solicitor Elliott stated that the first step should be contacting York County Tax Claim to verify if the tax bills are being delivered and not being returned as undeliverable. Solicitor Elliott stated that the next step should be enforcement notices for any violations and should be sent by certified mail to see if it is received, returned undeliverable or refusal to sign. Solicitor Elliott stated that depending on which one of those that happens from a legal procedural process makes a difference. Vice Chairman Osborne stated that he is more concerned of the safety aspect of the building. Can Commonwealth Code stop and do an investigation to the best of their ability from the perimeter and in their professional judgement, if this structure is a community safety hazard, they can take more eminent action. Solicitor Elliott stated that if the township feels it is a safety issue, they can request Commonwealth Code to make that determination.

Chairman Miller made a motion, seconded by Supervisor Kirkpatrick to authorize sending enforcement notification to the owner of record for 4357 Blue Hill Rd. with the intent of getting the property cleaned up. Also, authorize Commonwealth Code to apply enforcement from their authority.

Vote 3-0

North Codorus Twp requesting all municipalities to send letter to District Attorney Sunday regarding Stuart Harrison

A sample letter was provided from North Codorus Township requesting all municipalities to send a letter to District Attorney Sunday requesting to expedite the legal proceedings regarding Stuart Harrison. Solicitor Elliott reviewed the letter and stated that it was fine to send to District Attorney Sunday.

Chairman Miller made a motion, seconded by Vice Chairman Osborne to authorize sending the letter provided by North Codorus Township to District Attorney Sunday regarding Stuart Harrison.

Vote 3-0

Solid Waste Contract (3-5 Years) Review bid suggestions from Penn Waste & Republic Services. Award Contract 8/16/2021; Penn Waste Contract expires 9/30/2021

Secretary-Treasurer Hershey provided the 2016 garbage/recycling contract; The awarded 2016 bid proposal for Penn Waste; Bid package change suggestions from Penn Waste and Republic Services along with recycling information. The Board of Supervisors would authorize bid letting at the July 2021 meeting and award the contract at the August 2021 meeting.

Manheim Twp Paving all of Hoffacker Rd. West Manheim Twp asking to reimburse Manheim Twp 300 feet for black top used for their portion of Hoffacker Rd.

Chairman Miller made a motion, seconded by Supervisor Kirkpatrick to authorize West Manheim Township reimburse Manheim Township for the 300 ft of blacktop used for their portion of Hoffacker Rd.

Vote 3-0

Purchase Requisitions

None

Training Notices:

None

Next Meeting – July 19, 2021 @7:00 pm

With no further business Chairman Miller adjourned the meeting at 8:12 pm.