

MANHEIM TOWNSHIP
5191 Wool Mill Road
Glenville, PA 17329

Minutes, Manheim Township Board of Supervisors Meeting
December 16, 2019

The Manheim Township Board of Supervisors, York County, PA met on Monday, December 16, 2019 to transact the regular monthly business.

The following were in attendance:

Matt Muir, Chairman

Larry Miller, Vice Chairman

Burnell Doll, Supervisor

Township Staff:

Loren Riebling, Township Manager

Michelle Hershey, Secretary-Treasurer

Gerald Shue, Road Foreman

John Elliott, Solicitor

There were 4 persons in the audience

Chairman Muir called the meeting to order at 7:04 PM with the Pledge to the Flag.

Executive Session – Chairman Muir stated there was one Executive Session on December 16, 2019 at 6:30 pm to discuss legal matters pertaining to SWRPD.

Public Comment –

None

Consent Motion Package

Riebling reported that he received a letter from the current SEO, Bill Deal, that he will end his services on January 31, 2020. Bill Deal will continue to provide service until January 31, 2020 in order to close out all his accounts. Riebling spoke with Pat Buhl who is interested in replacing Bill Deal and his rates would remain almost the same as the current SEO.

Chairman Muir made a motion, seconded by Vice Chairman Miller, to approve the consent motion package consisting of: minutes November 18, 2019 & November 25, 2019, Tax Collector Report November 2019, Planning Commission minutes December 5, 2019 (draft) and reports from the following: Manager, Zoning, Treasurer, Road Department, SEO (November), SWRPD – Approved Minutes/Reports & Monthly Statistics (11/2019).

Vote 3-0

A. Solicitor Report –

Solicitor Elliott reviewed the Ordinance, agreement and Resolution prepared for this meeting.

B. Committee Reports –

1. Southwestern Regional Police Department –

Next SWRPB meeting January 8, 2020 at 7:00 pm at 6115 Thoman Road.

2. EMA –

None

3. Rec. Board –

Next meeting on January 8, 2020 at 7:00 pm.

C. Subdivision –

Fred & Doris Dickmyer – Minor Subdivision & Add-on Plan & MR Application

This application was accepted for review and consideration on October 21, 2019. The 90 day review period will expire January 19, 2020.

This plan has been reviewed by all required agencies. A post review revision has been made to correct an error in the parent tract's original size and thus, the total number and distribution of the development rights. The revision was verified as accurate based on the revised total parent tract lot size.

Based on the nature of the application and the review comments, it is recommended that the MR Application be approved as follows:

- A. Section 403.1.A – Use scale of 1"=100'.
- B. 403.3.A.3 – Show existing and proposed features on same sheet.
- C. 403.C.2.C – Relief from showing adjoining wells and septic since there is no improvement proposed.
- D. 403.G.5 & 409.D.3 – Use NWI mapping instead of providing abbreviated wetland report.
- E. 502.1.N – Provide two concrete monuments at the limits of the parent tract on the right of way line instead of providing all required concrete monuments.
- F. 502.5 & 502.7 – Waive reconstruction of existing streets and/or fee-in-lieu since no improvements are proposed.
- G. 511.3.C – Waive reserve area testing for on-lot septic since there are no improvements and the proposed lots are more than 10 acres in size.

The plan and sewage planning waiver are then recommended for unconditional approval.

Chairman Muir made a motion, seconded by Vice Chairman Miller to approve the MR requests per report and unconditionally approve the application & planning waiver for the Fred & Doris Dickmyer – Minor Subdivision & Add-on Plan & MR Application.

Vote 3-0

Bange Farms, Inc – Recording Period Expired

The application was provisionally approved on 08/19/19. The board provisionally approved the Bange Farms, Inc. Add-on Plan & MR Application with the provision that the plan will be signed by all parties prior to municipal certification and release for recording. Riebling reported that the application needs to be re-approved due to the recording period expiring.

Vice Chairman Miller made a motion, seconded by Chairman Muir to provisionally approve the Bange Farms, Inc. Add-on Plan & MR Application with the provision that the plan will be signed by all parties prior to municipal certification and release for recording.

Vote 3-0

New Applications –

None

D. Unfinished Business – Recreation Board Bylaw Amendment

Riebling reported that he received the minutes recommending approval of the amendments to the by-laws of the Manheim Township Recreation Board.

Riebling stated that he reached out to Lisa Utz regarding the future of the Recreation Board given that the primary tasks of the Recreation Board have been accomplished that they could disband and switch to volunteers to do movies, Easter Egg hunt and Trunk or Treat. The remaining funds would need to be transferred and placed under the control of the Board of Supervisors. The funds could have a stipulation placed stating that whatever purchases are in process would still occur. The funds would be transferred to the Recreation Fund which is a restricted account that can only be used for park improvements or maintenance. Riebling stated the Recreation Board was all in agreement that they disband. However, they would like to have a January meeting so that they could vote on playground equipment.

Vice Chairman Miller made a motion, seconded by Supervisor Doll to approve the Recreation Board Bylaw Amendments as presented.

Vote 3-0

E. New Business– SWRPD 2020 Budget Approval

Chairman Muir reported that a 2020 budget needs to be approved and money set aside until everything is finalized with the SWRPD. The total budget amount is \$66,662.00.

Chairman Muir made a motion, second by Supervisor Doll to approve the SWRPD 2020 Budget as stated.

Vote 3-0

Ordinance 2019-03 – NYCRPD Service & Agreement

Solicitor Elliott reported that there was one typo on Ordinance 2019-03; 1st page, 4th paragraph stated, “Supervisors of the Township of North Codorus” and should state “Supervisors of the Township of Manheim”

Chairman Muir opened for public hearing at 7:09 pm. No public comment closed hearing at 7:09 pm.

Vice Chairman Miller made a motion, seconded by Supervisor Doll to adopt Ordinance 2019-03 – NYCRPD Service & Agreement with the stated correction.

Vote 3-0

Adopt 2020 Budget – Minor Revision for Uniform Allowance

Riebling reported that the road department would like to wear their own jeans. There was a proposed allowance of \$100.00 per year for jeans and \$50.00 for boots. Riebling requested that the pants allowance be taken up to \$250.00 and combine that with the \$50.00 allowance for boots to use if new boots are needed. The total allowance would be \$300.00 per year.

Chairman Muir made a motion, seconded by Supervisor Doll to adopt the 2020 budget with revision to the uniform allowance

Vote 3-0

Authorize Advertising 2019 Adopted Budget & Tax Rates, and January Meeting Dates

- ✓ Board of Supervisors – Monday, January 6, 2020 @ 7:00 pm
- ✓ Auditors – Tuesday, January 7, 2020 @ 7:00 pm
- ✓ Recreation Board – Wednesday, January 8, 2020 @ 7:00 pm
- ✓ Planning Commission – Thursday, January 9, 2020 @ 7:00 pm

Vice Chairman Miller made a motion, seconded by Supervisor Doll to authorize advertising the 2020 adopted budget & tax rates, and January meeting dates.

Vote 3-0

Resolution 541 – 2019 Records Disposal Authorization

Vice Chairman Miller made a motion, seconded by Supervisor Doll to adopt Resolution 541 – 2019 Records Disposal Authorization.

Vote 3-0

Resolution 542 – Authorizing NYCRPD to enforce Township Code of Ordinances

Chairman Muir made a motion, seconded by Vice Chairman Miller to Adopt Resolution 542 – Authorizing NYCRPD to enforce Township Code of Ordinances.

Vote 3-0

Pension Disclosure Statement

Vice Chairman Miller made a motion, seconded by Chairman Muir to approve the Pension Disclosure Statement as presented.

Vote 3-0

Purchase Requisitions

Road Foreman Shue reported that the repaired tractor is going to be delivered tomorrow. Finch Services did testing and didn't find anything wrong with the wire harness and the brake switch had been changed by one of the reps. John Deere said that the combo control could be defective and that has been replaced. Once the tractor is returned it can be tested to see if it is running properly.

Road Foreman Shue stated that he assumed that the 3-point hitch on front of the tractor would have its own hydraulic valve body along with 2 valve bodies on the back. However, the front 3-point hitch utilizes 1 of 2 valve bodies instead of its own, so he is only left with 1 and needs 2 for the snow blower. To purchase another valve body the cost would be \$2,572.00. It was suggested that he uses a hydraulic multiplier valve at a cost of \$374.00. Road Foreman Shue stated that he will also have to purchase additional hoses and fittings with an estimated additional cost of \$250.00.

Chairman Muir made a motion, seconded by Supervisor Doll to approve a NTE amount of \$700.00 to purchase a hydraulic multiplier valve along with hoses and fittings for the tractor.

Vote 3-0

Training Notices

None

Next Meeting – January 6, 2020 @ 7:00 pm

With no further business Chairman Muir adjourned the meeting at 7:45 pm.