

MANHEIM TOWNSHIP
5191 Wool Mill Road
Glennville, PA 17329

Minutes, Manheim Township Board of Supervisors Meeting
January 6, 2020

The Manheim Township Board of Supervisors, York County, PA met on Monday, January 6, 2020 to reorganize for 2020 and transact the regular monthly business.

The following were in attendance:

Matt Muir
Larry Miller
Burnell Doll

Township Staff:

Loren Riebling, Township Manager
Gerald Shue, Road Foreman
Michelle Hershey, Secretary-Treasurer

Not present
John Elliott, Solicitor

There were 0 persons in the audience.

Supervisor Muir called the meeting to order at 7:00 PM with the Pledge to the Flag.

Reorganization Meeting-

Supervisor Muir made a motion, seconded by Supervisor Doll to elect Supervisor Miller as the temporary Chairman.

Vote 3-0

Supervisor Miller made a motion, seconded by Supervisor Doll, to elect Matt Muir as Chairman of the Board.

Vote 3-0

Chairman Muir made a motion, seconded by Supervisor Doll, to elect Larry Miller as the Vice Chairman of the Board.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Michelle Hershey as Secretary/Treasurer.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to set amount of Treasurer's and Manager's Bonds at \$550,000.00 each.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to establish monthly meeting location, time, and date for the Board of Supervisors meetings to be held the third Monday of the month at 7:00 PM. Secondary monthly meetings will be held the following Monday at 7:00 PM as needed, at the municipal building.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to establish monthly meeting location, time, and date for the Planning Commission-first Thursday of month at 7:00 PM; Zoning Hearing Board – 3rd Tuesday of the month at 7:30 PM; Recreation Board -2nd Wednesday at 7:00 PM, and authorize advertising recurring monthly Municipal Agency meetings. All meetings will be held at the municipal building.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Ream, Carr, Markey & Woloshin, LLP, and Attorney John Elliot as Solicitor for Board of Supervisors.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint PLGIT and Peoples Bank as the Banking Institutions for Cash Management & Investment Services for 2020.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint York-Adams Tax Bureau under York Tax Collection Committee for Earned Income Tax collections for 2020.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Adams County National Bank as the Banking Institution for Tax Collections.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Chairman Muir as Delegate to the York County EIT Tax collection Committee (TCC).

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Vice Chairman Miller as Alternate Delegate to the York County EIT Tax collection Committee (TCC).

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Jeff Mummert of SWSD as Manheim's YATB Director.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Chairman Muir as the alternate YATB Director.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to set Township Employees' percentage rate of contribution to non-uniform employees' pension fund at 3%.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint the Treasurer as Chief Administrative Officer for employee pension.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Rettew as Township Engineer.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint William Deal as the S.E.O until 1/31/2020; Patrick Buhl, effective 2/1/2020 and Douglas Stambaugh as the alternate Sewage Enforcement Officer for 2020.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Dwight Myers as Member to Vacancy Board for 2020.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint William Tosick as a Zoning Hearing Board member with term expiration of December 31, 2022.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to set the pay rate for seated Zoning Hearing Board members at \$40.00 per case.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Charles Rausch as the Zoning Hearing Board Solicitor.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Nathan Osborne and Joseph Kale to the Planning Commission, with terms expiring December 31, 2023.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Shannon Doll, term expiring December 31, 2024 to the Recreation Board.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Burnell Doll as the LGAC Representative and Larry Miller as the alternate LGAC Representative.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Vice Chairman Miller as the voting delegate to PSATS Convention.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Matt Muir as the Supervisor Representative to the Southwestern Regional Police Board, with term expiring December 31, 2021.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller to appoint Matt Muir as the Non-Voting Supervisor Representative and Larry Miller as the Alternate for Northern York County Regional Police Service.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Burnell Doll as the Chairman of Ag. Security Board.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Chairman Muir as the Representative to the South Western School District Liaison meetings.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Burnell Doll as the Representative to the South Western Recreation Commission.

Vote 3-0

Chairman Muir made a motion, seconded by Vice Chairman Miller, to appoint Larry Miller as the CVCOG Supervisor Representative, with term expiring December 31, 2021.

Chairman Muir made a motion, seconded by Vice Chairman Miller, to approve the employee pay rates as presented.

Vote 3-0

Chairman Muir Adjourned Reorganization Meeting at 7:06 PM.

Chairman Muir convened the regular business meeting at 7:06 PM.

Public Comment –

None

Consent Motion Package

Vice Chairman Miller made a motion, seconded by Supervisor Doll, to approve the consent package consisting of: minutes December 16, 2019, and reports from the following: Zoning, Treasurer, Road Department, SEO (December 2019).

Vote 3-0

A. Solicitor Report –

None

B. Committee Reports –

1. Northern York County Regional Police Department –

Next NYCRPD meeting, January 21, 2020 at 7:00 pm at 1445 East Canal Road, Dover.

2. EMA –

None

3. Rec. Board –

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

Riebling reported that the Recreation Board will disband and that he will be working on getting volunteers to run the Easter Egg Hunt, Movie Nights and Trunk or Treat. The Recreation Board is still working on getting the exercise equipment for Manheim Adventure Park. The Recreation Board will be cutting a check to be deposited into the Manheim Township Recreation Fund to close out their account. Once a cost is determined those funds will be allocated for the purchase of the equipment.

C. Subdivision –

None

D. Unfinished Business –

None

E. New Business–

Authorize 2019 Ending Fund Balances as 2020 Opening Fund Balances

Chairman Muir made a motion, seconded by Vice Chairman Miller to Authorize 2019 Ending Fund Balances as 2020 Opening Fund Balances.

Vote 3-0

Resolution 543 – Establishing 2020 Fee Schedule

Riebling presented the 2020 fee schedule to the Board of Supervisors.

Vice Chairman Miller made a motion, seconded by Supervisor Doll to approve Resolution 543 – 2020 Fee Schedule as presented.

Vote 3-0

Resolution 544 – Establishing 2020 Tax Structure

Vice Chairman Miller made a motion, seconded by Supervisor Doll to approve the 2020 tax structure as presented.

Vote 3-0

Resolution 545 – Personnel Policy Amendment

Vice Chairman Miller made a motion, seconded by Supervisor Doll to approve the Personnel Policy Amendment as presented.

Vote 3-0

Transfer \$750.00 from CRF to People’s Bank Deposit Account

Riebling reported that People’s Bank has changed their municipal banking to require that our account have a minimum of \$1,000.00 in the account or a monthly service fee will be charged.

Vice Chairman Miller made a motion, seconded by Supervisor Doll to approve the transfer for \$750.00 from CRF to People’s Bank Deposit Account.

Vote 3-0

Transfer from CRF to GF for First Quarter Operating Expenses

Riebling requested approval to transfer funds as needed from CRF to General Fund for first quarter operating expenses.

Chairman Muir made a motion, seconded by Chairman Miller to approve the transfer of funds as needed from CRF to General Fund for first quarter operating expenses.

Vote 3-0

Purchase Requisitions

None

Training Notices

None

Next Meeting – February 17, 2020 @7:00 pm

With no further business Chairman Muir adjourned the meeting at 7:28 pm.