

MANHEIM TOWNSHIP
5191 Wool Mill Road
Glennville, PA 17329

Minutes, Manheim Township Board of Supervisors Meeting
April 20, 2020

The Manheim Township Board of Supervisors, York County, PA met via teleconference on Monday, April 20, 2020 to conduct a business meeting with an abbreviated agenda containing essential action items only.

The agenda, with public comment instructions, was posted on the Township website and on the municipal office door on April 13, 2020. A message was placed on the large sign at Manheim Elementary School on April 14, 2020 notifying the public that questions and comments could be directed to the Township office by phone or to the Township Manager's e-mail address.

The following were on the conference call:

Matt Muir, Chairman
Larry Miller, Vice Chairman
Burnell Doll, Supervisor
Loren Riebling, Township Manager

Chairman Muir called the meeting to order at 7:05 PM.

Chairman Muir indicated that the Board held executive sessions for personnel matters related to the pandemic on March 20, March 27, April 3, April 9, and April 17.

Chairman Muir announced that the Board held one emergency meeting by teleconference at 3 pm on April 1, 2020 where the only action was to approve a Declaration of Disaster Emergency effective from March 23, 2020 and in effect for 60 days.

Public Comment –

Riebling advised that only one resident called or e-mailed about the meeting. After reviewing the agenda with a resident that called, no questions or comments were registered.

Solicitor's Information

Riebling informed the Board that the Mason case management conference is still being set up for June 1.

Solicitor Elliott had spoken with individual Supervisors regarding a letter from the attorney of property owner Robert Boysen. The letter broadly reviewed their client's understanding of Manheim Township's position on a possible subdivision predicated on actions by Codorus Township. The Board concurred with that understanding and directed the Solicitor to respond with affirmation of agreement.

April 1, 2020 Draft Minutes of Emergency Meeting

Chairman Muir motioned to approve the draft minutes, seconded by Vice-Chairman Miller. Vote 3-0

New Business

1. Cable Franchise Agreement Ordinance 2020-01 – Hearing and Consideration

Due to the nature of this business item and the inability to hold a public hearing, Chairman Muir motioned to table this item until the May 18, 2020 meeting. The motion was seconded by Vice-Chairman Miller. **Vote 3-0**

2. Road Contracts & Materials Bids

Riebling presented the budgeted amounts for materials and contracts along with the estimated costs of the materials and contracts being let. The estimated cost of the materials and contracts was about \$4,000 less than the budgeted amount.

Vice-Chairman Miller asked how any decrease in revenue as a result of the pandemic would affect bids if they were awarded and we needed to defer a few projects until 2021. Riebling indicated that there is a little difference between materials and project contracts. Materials awards usually require a minimum percentage of the total bid quantity be purchased. Project contracts have a clause that permits the municipality to withdraw the contract completely at their discretion. Discussion on the details of various road projects ensued. The Supervisors were satisfied that the expenses could be controlled in the event of a revenue shortfall.

Chairman Muir made a motion to advertise the bids for submission by, and opening at 2:00 pm, with awards being made at 7:00 pm, on May 18, 2020. The motion was seconded by Vice-Chairman Miller. **Vote 3-0**

3. Purchase Requisitions

- a. Ratify purchase of the 2007 Ford F-550 XL Superduty with Terrex Hi Ranger man lift. The Board had given verbal authorization at the March 16 meeting with certain preconditions. The preconditions were met, and the truck was delivered for \$35,000.
- b. 3 exercise stations for Manheim Adventure Community Park per the agreement with the Recreation Board when NPO funds were transferred to the Recreation Fund. The Recreation Fund expense will be \$8,022.50.
- c. Road Department request to purchase various road signs that are missing or damaged. \$445.65 from D. E. Gemmill out of GF Account 433.

Vice-Chairman Miller motioned to approve the requisitions with a second from Chairman Muir. **Vote 3-0**

Riebling updated the Board on the current status of the paver repair. An estimate will be presented prior to any work commencing.

Vice-Chairman Miller asked about any differences in Home businesses and approvals. Riebling explained the differing categories in the Zoning Ordinance.

Chairman Muir explained the current status of the pension negotiations between the Southwest Regional Police Board and Northern York County Regional Police Commission.

Next Meeting – May 18, 2020 @7:00 pm

With no further business Chairman Muir adjourned the meeting at 7:48 pm.