

MANHEIM TOWNSHIP
5191 Wool Mill Road
Glennville, PA 17329

Minutes, Manheim Township Board of Supervisors Meeting
November 16, 2020

The Manheim Township Board of Supervisors, York County, PA met on Monday, November 16, 2020 to transact the regular monthly business.

The following were in attendance:

Larry Miller, Chairman
Nate Osborne, Vice Chairman
Burnell Doll, Supervisor

Township Staff:

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

Not present:

John Elliott, Solicitor

There were 2 persons in the audience.

Chairman Miller called the meeting to order at 7:30 PM with the Pledge to the Flag.

Executive Session -

There was one executive session at 6 pm prior to this meeting to discuss personnel matters.

Public Comment –

None

Announcements –

None

Consent Motion Package

Chairman Miller made a motion, seconded by Supervisor Doll, to approve the consent package consisting of: Board Minutes of October 19, 2020, Tax Collector Report for October 2020, Planning Commission Minutes for November 5, 2020 (draft) and reports from the following: Zoning, Treasurer, Road Department,, SWRPB Minutes/Financials and NYCRPD Calls (October).

Vote 3-0

Solicitor's Information

Case Management Conference for Mason Hearing –Riebling reported that a trial date has been set for November 19, 2020.

Riebling reported that there has been no contact from owner with tree complaint on Copenhaver Road. There is a 90 day past due balance of \$1,358.40 for engineering review. Riebling reported that the resident's request for reimbursement was not acceptable and determined that an acceptable reimbursement amount would be \$515.00. Chairman Miller asked if permits can be withheld until balance is paid in full. Riebling stated that he would have to see if that was allowed or not. Board requested Riebling to reach out to the resident to see if the \$515.00 reduction is acceptable and to find out if permits can be withheld until the outstanding invoice is paid.

B. Committee Reports –

1. Police Service –

SWRPB Meeting Updates

Chairman Miller reported that the SWRPD meeting was cancelled. Waiting on information on tail insurance.

2. EMA –

Nothing to report

C. Subdivision –

Robert Elmiger – Add-on Plan & MR Requests

This application was accepted on September 21, 2020. The review period expires on December 20, 2020.

This plan was reviewed by the York County Planning Commission, but the Manheim Township Planning Commission will not review this until their December 3rd meeting. This application can again remain tabled until all required agency reviews are completed.

New Applications

None

D. Unfinished Business –

Hanover Borough Request on Landfill Fee-in-Lieu of Taxes

Riebling reported that Hanover Borough is requesting that Manheim Township dissolve a fee-in-lieu of taxes agreement for the landfill property due to their tax-exempt status being changed to taxable because of their lessee, Buffalo Construction. Riebling received an email stating that Buffalo Construction is working with Robert A. Sharrah and his firm to complete a land development plan for submission and planning to submit by February.

Memorial at MACP for Chairman Muir

Riebling reported that Chairman Muir's wife, Dawn, has been in contact with Kevin Dickmyer regarding a memorial for Chairman Muir. Riebling stated that this can remain tabled.

New Business

2021 Wage Consideration

The Board discussed the SSA COLA of 1.3% and the FOMC 2021 inflation estimate of 1.6%.

Supervisor Doll made a motion, seconded by Vice Chairman Osborne to approve a base raise and merit increments totaling 3% maximum for excellent review recommendations.

Vote 3-0

2021 Proposed Budget

Riebling reported that the 2021 draft proposed budget has been provided for review. Riebling reviewed the budget categories and pointed out the following items:

- 2020 Earned Income Tax distributions are holding steady year over year so the 2020 road projects that were deferred out of caution created additional yearend balance
- The funds set aside in 2020 to close out SWRPD were not needed and will also create an additional yearend balance
- This additional yearend balance can be transferred to the 2021 Capital Reserve Fund for future equipment needs along with some realized 2020 savings for a total transfer amount of \$290,000
- The Road Department is requesting the purchase of a newer backhoe and paver in 2022 with estimated costs of \$340,000
- The 2021 State Fund will have \$59,250 that can be used for capital equipment purchase in 2022
- Health insurance plans will renew with no increases
- Road Department vehicle and equipment radios will need to be replaced in 2021 at a cost of \$13,000
- The Simpson Road grant project will be completed with \$158,300 in grant funding and \$165,600 in Township General Funds
- Several other road projects involving reprofiling and sealcoating total \$130,000 are planned
- Additional training funds and wages were set aside to train and hire employees that will be needed due to a retirement and a planned employee separation
- Funds were allocated to seal the Township's driveways and parking areas and to repair the concrete porch step on the front of the Township building
- \$10,000 was allocated to police protection category to close out SWRPD operations in addition to the \$240,000 cost of NYCRPD

Chairman Miller made a motion, seconded by Vice Chairman Osborne to adopt and advertise the proposed 2021 budget to lay open for the twenty day public inspection.

Vote 3-0

Fire /EMS Box Assignment Authority

Riebling reported that York County is asking who will have assignment authority for Fire/EMS Boxes. Riebling stated that the Fire Chiefs will give updates to the township every year or every other year. Board requested that Township Manager Riebling continue being the Fire/EMS Box Assignment Authority.

Personnel Policy Revision on Election Holidays – Discussion

Riebling stated that with the polling place being relocated the employees would like to discuss altering these two paid election holidays. Riebling stated that he had a meeting with the employees to discuss suggested alternatives. This can remain tabled until next month for consideration.

Purchase Requisitions

Road Department – Cab Cam Video Replacement for Truck 1; Amazon, \$315.00 – Not budgeted but needed and within budget tolerance – GF 437.

Road Department – 50 Delineators; Decker Supply Co., \$838.50 – GF 433.

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

Vote 3-0

Training Notices:

None

Next Meeting – December 21, 2020 @7:00 pm

With no further business Chairman Miller adjourned the meeting at 8:06 pm.