

**2008 REORGANIZATION MEETING**  
**January 7, 2008**

**CALL TO ORDER**

The meeting was called to order by temporary Chairperson Rosa Hickey at 8:05 a.m.

Supervisors Present:           Dave Markel  
  Rosa Hickey  
  Jon Bubb

Staff Present:                    Jan R. Dell  
  Kelly O. Palmer  
  Dave Blechertas  
  John Herrold, Solicitor  
  Chad Claybaugh, Engineer

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**PUBLIC COMMENTS**

Temporary Chairperson Hickey requested comments from the public regarding any Agenda item or any other matter they wish to bring to the Board's attention. There were none.

**NEW BUSINESS**

**Ordinance 08-01:** Motion to adopt Ordinance 08-01, amending the West Manchester Township Zoning Map.

MOTION:        J. Bubb  
SECOND:        D. Markel

MOTION PASSED UNANIMOUSLY

**T-750 Capital Self-Storage:** A representative from First Capital Engineering appeared to present the Capital Self-Storage, Final Land Development Plan, located at the intersection of Carlisle Road and N. Adams Street.

Motion to approve the Capital Self-Storage Final Land Development Plan, with the following conditions:

1. Planning module approval is required.
2. Storm water management comments must be addressed.
3. Sanitary sewer comments must be addressed.
4. The owner's notarized signature is required prior to final plan approval.
5. Surety for required improvements must be posted prior to final plan approval.
6. YCCD approval of the Erosion and Sedimentation plan is required.

7. A “no turn on red” sign should be added to the intersection of Rt. 74 and Adams Street.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Motion to approve the Capital Self Storage Final Land Development Plan with the following waivers:

1. The requirement that screening trees be planted on an earthen berm.
2. The requirement that significant features within 200 feet of the site be shown.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

**Assignment and Assumption Agreement:** Motion to execute an Assignment and Assumption Agreement between the West Manchester Township Sewer Authority and West Manchester Township.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED UNANIMOUSLY

**Quit-Claim Deed:** Motion accepting a Quit-Claim Deed between the West Manchester Township Sewer Authority and West Manchester Township.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED UNANIMOUSLY

**REORGANIZATION**

Motion to elect Rosa Hickey as Chairperson of the Board of Supervisors for the year 2008.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to elect Jon Bubb as Vice Chairman of the Board of Supervisors for the year 2008.

MOTION: D. Markel  
SECOND: R. Hickey

MOTION PASSED 3-0

Motion to appoint Jan Dell as Township Manager and Secretary for the year 2008 and Betty Keller as Assistant Secretary for the year 2008.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Betty Keller as Treasurer for the year 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Kelly Palmer as Assistant Township Manager for the year 2008.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to recommend to the Board of Auditors that the Treasurer's bond be set at \$1,000,000 for the year 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to meet on those dates and times as advertised and on such other days as the Board from time to time specifies.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Dave Davidson of C.S. Davidson, Inc., as Township Engineer at a rate of \$50 per meeting with all other engineering services billed on an hourly basis as submitted by the Township which are:

	<u>01/01/08 – 06/01/08</u>	<u>07/01/08 – 12/31/08</u>
PE II (Principal)	\$125.00	\$130.00
PE I (Project Engineer)	\$ 97.50	101.75
PLS (Professional Land Surveyor)	\$ 82.50	86.00
PLANNER	\$ 90.50	94.00
EA (Engineer's Assistant)	\$ 65.50	68.00
CADD Technician	\$ 53.00	55.00
Administrative Assistant	\$ 47.50	49.50

Survey Crew Chief	\$ 62.00	64.50
Surveyor	\$ 43.00	45.00
Inspector or Testing Technician	\$ 57.00	59.25

MOTION: J. Bubb  
 SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Griest, Himes, Herrold, Schauman, Ferro, LLP as Township Solicitor with John Herrold as primary contact person at a rate of \$225 per meeting up to three hours and \$135 per hour over three hours; and \$135 per hour for representation, billed on a monthly basis.

MOTION: D. Markel  
 SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Bradley Hengst as the Township Sewage Enforcement Officer and Gordon L. Brown & Associates as the alternate Township Sewage Enforcement Officer.

MOTION: J. Bubb  
 SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Griffith, Strickler, Lerman, Solymos and Calkins as Solicitor for the Zoning Hearing Board with Peter D. Solymos as primary contact person at a rate of \$90 per hour for representation.

MOTION: D. Markel  
 SECOND: J. Bubb

MOTION PASSED 3-0

Motion to set the benefits for all non-uniformed employees as listed in the Non-Uniformed Personnel Policy, the Township Pay Plan and \$100 per year vision plan.

MOTION: D. Markel  
 SECOND: J. Bubb

MOTION PASSED 3-0

Motion to set benefits for all uniformed personnel. Benefits for all Police Officers to be governed fully by the terms of the 2007-2009 Police Contract and the Police Chief's benefits to be governed by contract with the Chief.

MOTION: J. Bubb  
 SECOND: D. Markel

MOTION PASSED 3-0

Motion to approve the following hourly rates for the Township equipment use:

<u>Item</u>	<u>Rate</u>
Roller	\$ 25.00
Dump Truck	\$ 30.00
Skid Loader	\$ 45.00
Pay loader	\$ 50.00
Athey Loader	\$ 20.00
Leaf Loader	\$ 25.00
1-1/2 Ton Dump Truck	\$ 25.00
5 Ton Dump Truck	\$ 25.00
Backhoe	\$ 45.00
Street Sweeper	\$ 40.00
Generator/Pump/Power Saw/Compressor	\$ 20.00
Paver with Truck	\$ 40.00
Sewer TV Unit	\$ 65.00
Mini Camera	\$ 45.00
Jet Vac Flush Truck	\$ 90.00
Tractor with Mower	\$ 30.00
Electric Sewer Rodder	\$ 25.00
Labor Per Man Hour - Regular	\$ 31.75
Labor Per Man Hour - Overtime	\$ 47.65
Labor Per Hour for Police Services (Overtime)	\$ 60.00
Basketball & Volleyball Courts	\$ 7.00
Softball & Baseball Fields	\$ 7.00
Soccer Fields	\$ 7.00
Equipment Rental Fees	(Based on Cost)
Sunset Lane Park Pavilion (Weekdays)	\$ 30.00/DAY
Sunset Lane Park Pavilion (Weekends) (w/ \$25.00 refundable)	\$ 55.00/DAY
Dunedin Park Pavilion (Weekdays)	\$ 30.00/DAY
Dunedin Park Pavilion (Weekends) (w/\$25.00 refundable)	\$ 55.00/DAY
Derry Park Pavilion	\$ 20.00/DAY
Broad Street Park Pavilion	\$ 20.00/DAY
Bennett Williams Park Pavilion	\$ 20.00/DAY
Criminal History Record Information	\$ 15.00
Parking Tickets	\$ 15.00
Incident Reports	\$ 5.00
Reports less than 5 pages	\$ 15.00
Pages 5 - 6	\$ 5.00/page
Pages 6 to 50	\$ 2.00/page
Pages 51 and up	\$ 1.00/page
Photographs	\$ 1.00/photo
Video	\$10.00/video;CD's; DVD's

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to name Bank of Hanover as depository for all Township funds except for the Shiloh Sewer Revenue Fund, the Shiloh Maintenance Reserve Fund, the Shiloh Sewer Capital Reserve Fund, and funds deposited by Rosemary Smith acting as the Township Tax Collector.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to name Sovereign Bank as depository for the Shiloh Sewer Revenue Fund, the Shiloh Capital Reserve Fund, and the Shiloh Maintenance Reserve Fund.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to name M & T Bank as depository for funds deposited by Rosemary Smith acting as Township Tax Collector.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to compensate Supervisors and all Township employees for the authorized use of their personal cars while on Township business at a rate equal to the IRS approved rate (50.5 cents/mile).

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Dave Nichols as Emergency Management Coordinator and Jan Dell as Assistant Emergency Management Coordinator for West Manchester Township.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint all current school crossing guards at a rate of \$15 per day during the year 2008 as well as any other school crossing guards appointed at other times during the year of 2008 at a rate of \$15 per day.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to authorize Markel, Bubb, Hickey, and Dell to attend the State Convention of the Pennsylvania State Association of Township Supervisors, and authorize payment of their expenses as allowed by the General Assembly.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to designate Jan Dell as voting delegate at the State Convention of the Pennsylvania State Association of Township Supervisors.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to reappoint Dale L. Hamme as a member of the West Manchester Township Water Authority for a five-year term ending December 31, 2012.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint Patrick McGowan as a member of the West Manchester Township Zoning Hearing Board for a three-year term ending December 31, 2010.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Lee Woodmansee as a member of the West Manchester Township Planning Commission for a four-year term ending December 31, 2011.

MOTION: J. Bubb

SECOND: D. Markel

MOTION PASSED 3-0

Motion to reappoint Steve Harlacher to the West Manchester Township Recreation Advisory Committee for a five year term ending December 31, 2012.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to reappoint Tim Young to the West Manchester Township Recreation Advisory Committee for a five-year term ending December 31, 2012.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Donald Gable to the Vacancy Board for the year 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to appoint Jon Bubb as a representative and David Blechertas as an alternate to the Local Government Advisory Committee for the year 2008.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to appoint Betty Keller as a representative and Teresa Adams as an alternate to the York County Earned Income Tax Bureau for the year 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to adopt Resolution 08-01 appointing Maher Duessel, Certified Public Accountants, to audit the accounts of West Manchester Township for the fiscal year ending December 31, 2007.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to adopt Resolution 08-02, setting fees, rates, and costs for West Manchester Township for 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTON PASSED 3-0

Motion to adopt Resolution 08-03, authorizing the rate of police officer's contributions required by Act No. 600, as amended for 2008.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

Motion to adopt Resolution 08-04, authorizing the rate of non-uniformed employee contributions to the non-uniformed pension plan for 2008, as required by Act No. 205.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Motion to adopt Resolution 08-05, appointing Jan R. Dell as Chief Administrative Officer for the police pension and non-uniformed pension plans as required by Act 205.

MOTION: J. Bubb  
SECOND: D. Markel

MOTION PASSED 3-0

**ADJOURNMENT**

Motion to adjourn the Reorganization Meeting at 8:20 a.m.

MOTION: D. Markel  
SECOND: J. Bubb

MOTION PASSED 3-0

Respectfully submitted,

Jan R. Dell/Secretary  
Kelly O. Palmer/Stenographer

MOTION TO APPROVE: \_\_\_\_\_

SECOND: \_\_\_\_\_

DATE: \_\_\_\_\_