

PUBLIC MEETING MINUTES

July 28, 2011

Chairperson Markel called the meeting to order at 7:00 p.m.

ATTENDANCE

Supervisor's Present: Dave Markel, Vice-Chairman
Rosa Hickey, Supervisor
Steve Harlacher, Supervisor

Staff Present: Kelly Kelch, Township Manager
Kelly Palmer, Stenographer
John Herrold, Solicitor
Bony Dawood, Township Engineer
Arthur Smith, Police Chief
Dave Nichols, Fire Chief
Lori Trimmer, Recreation Director
Stephen Callahan, Public Works Director
Wendy Boutilier, Finance Director

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

Chairman Markel announced an Executive Session was held at 6:00 pm prior to the meeting to discuss a personnel matter.

PUBLIC COMMENTS

Chairman Markel requested comments from the public regarding any matter not scheduled for discussion on the Agenda.

Lee Woodmansee, 2625 Winemiller Lane, appeared to express his dissatisfaction with the restoration of his property as a result of the Shiloh Sanitary Sewer Replacement Project. Woodmansee specifically noted there are drainage issues in 3 separate places; man holes that are now 10 inches above ground which used to be flush; stones and rocks still laying around; deep ruts from trucks; and lack of communication during the project.

The Board authorized Public Works Director Callahan and a representative from Dawood Engineering to meet with Woodmansee on site to review his complaints and determine how they will be corrected.

APPROVAL OF MINUTES

The minutes of the June 23, 2011, regular Public Meeting were presented for approval. Motion to approve the minutes of the June 23, 2011 regular Public Meeting as presented.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

Nothing presented.

UNFINISHED BUSINESS

York County Advanced Technical Rescue Team: Motion to approve a request from the County of York Department of Emergency Services to sign a letter of acknowledgement indicating West Manchester Township has reviewed and approves the addition of the York County ATR Team to all special rescue responses.

Township Manager Kelch, as a follow-up from last month, noted this type of rescue event occurs very infrequently. There are costs incurred mainly as reimbursement for expenses. Kelch also stated West Manchester Township's incident commander never relinquishes command to another authority during any type of rescue incident.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

NEW BUSINESS

Resolution 11-13: Motion to adopt Resolution 11-13, amending the Fees, Rates, and Costs for West Manchester Township for the year 2011, to change the IRS mileage rate to 55.5 cents per mile.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

5K Run: Motion to approve a request from St. Paul's Wolf Church to conduct a 5K run on Saturday, October 22, 2011 from 8-11 am in and around Dunedin Park.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Ordinance Authorization: Motion to authorize staff to prepare and advertise an ordinance to restrict parking on the east side of Hull Drive from Lark Circle north to the end of the cement curb. A traffic and engineering study was conducted and supports this request.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Surety Reduction Request: Motion to approve a request from Iron Bridge Landing Phases 2 and 3 to reduce surety to \$74,764.92 as recommended by C. S. Davidson, Inc. A letter is on file supporting this request.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

BCO Appointment: Motion to appoint Commonwealth Code as the Township's temporary BCO until a new Zoning Officer is hired and becomes certified.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

PA H2O Grant: Motion to approve a proposal from Maher Duessel, the Township's CPA, to perform an audit required by the State as a condition of the grant award. The cost of the audit will be \$2,500.00.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Fireworks Permit: Motion to conditionally approve a Special Fireworks Permit for the York Fair Toby Keith concert on Wednesday, September 14, 2011.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Burn Ban: Motion to enact a ban on open burning as determined by the Township Fire Chief for a period not to exceed 30 days.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Deferred Compensation Administrator Change: Motion to approve a change in the Township's 457 Deferred Compensation Administrator from ICMA(RC) to AUL Retirement Services with UFinancial being the local representative. There is no cost to the Township.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

- A. Recreation Director: Trimmer's report was reviewed. There were no additional questions or comments for Trimmer.
- B. Finance Director: Boutilier's report was reviewed. There were no additional questions or comments for Boutilier.
- C. Fire Chief: Nichols' report was reviewed. Nichols provided an update on the installation of the pre-emption devices, testing on the devices will start mid-August and should be fully operational by September 1, 2011.

Motion to enter into a sales agreement with EV Sales and Ferrara Fire Apparatus for the purchase of a 2011 100 Foot Rear Mount Platform, at a price not to exceed \$880,000.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

There were no additional questions or comments for Nichols.

- D. Police Chief: Smith's report was reviewed. There were no additional questions or comments for Smith.
- E. Manager: Kelch's report was reviewed. Kelch noted the Liquid Fuels Audit was completed with no findings. He acknowledged Boutilier and Callahan for their work in preparation for the Audit.

Motion to amend the Manager's Agreement.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

There were no additional questions or comments for Kelch.

- F. Engineer: Dawood's report was reviewed. There were no additional questions or comments for Dawood.

- G. Zoning Officer: Blechertas' report was reviewed. There were no additional questions or comments for Blechertas.
- H. Solicitor: Herrold's report was reviewed. There were no additional questions or comments for Herrold.
- I. Public Works Director: Callahan's report was reviewed. There were no additional questions or comments for Callahan.

APPROVAL OF BILLS

Bills: Motion to pay the following bills as presented:

<u>Fund</u>	<u>Check No.</u>	<u>Amount</u>
Warrant 11-07 Fund 01	12198 - 12348	\$ 510,315.11
WMT Sewer Fund	1020 – 1040	\$ 56,342.99
Payroll: Pay Period Ending 07/02/11	ADP Vouchers	\$ 129,408.31
Pay Period Ending 07/16/11	ADP Vouchers	\$ 134,564.14

MOTION: R. Hickey
 SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Motion to adjourn the regular meeting at 7:35 p.m.

MOTION: D. Markel
 SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch/Secretary
 Kelly O. Palmer/Stenographer

MOTION TO APPROVE: _____
 SECOND: _____
 DATE: _____