

## PUBLIC MEETING MINUTES

August 25, 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  
Brenda Brown, 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. There were none.

### APPROVAL OF MINUTES

The minutes of the July 28, 2011, regular Public Meeting were presented for approval. Motion to approve the minutes of the July 28, 2011 regular Public Meeting as presented.

MOTION: D. Markel  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

### OPEN FLOOR DISCUSSION

Nothing presented.

**UNFINISHED BUSINESS**

Nothing presented.

**NEW BUSINESS**

**Resolution 11-14:** Motion to adopt Resolution 11-14, amending the Fees, Rates, and Costs for West Manchester Township for the year 2011, to change the deposit for Public Hearing Signs (refundable) to \$200.00/sign.

MOTION: D. Markel  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**Resolution 11-15:** Motion to adopt Resolution 11-15, adopting portions of Golden Eagle Drive and Walnut Bottom Road as public roads of West Manchester Township.

MOTION: S. Harlacher  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**Ordinance 11-04:** Motion to table adoption of Ordinance 11-04, amending Chapter 125, "Earned Income Tax" of the Code of West Manchester Township. This item will appear on a future Agenda upon review by Solicitor Herrold.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**Ordinance 11-05:** Motion to adopt Ordinance 11-05, to prohibit parking on the east side of Hull Drive from Lark Circle north to the end of the cement curb. A traffic and engineering study has been conducted and supports this request.

MOTION: R. Hickey  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

**Authorization to Use and Online Payment Option:** Motion to authorize an online payment option, through the Universal Collection Solution from Systems East, Inc., allowing residents to pay for sewer/trash bills by credit card, debit card, and electronic check. There is no cost to the Township all fees are paid by the user.

MOTION: S. Harlacher  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**Authorize Ordinance Preparation:** Motion to authorize staff to prepare and advertise an Ordinance amending the West Manchester Township Storm Water Maintenance Ordinance for adoption at the September meeting.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**ADMINISTRATIVE REPORTS**

- A. Recreation Director: Trimmer's report was reviewed. Trimmer reported the Fall edition of the Township Newsletter has been mailed to residents. 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 reported the Department was busy with storm preparation. Nichols indicated the final drawing of the new fire apparatus has been reviewed with delivery expected in early October. There were no additional questions or comments for Nichols.
- D. Police Chief: Smith's report was reviewed. Smith reported on the number of burglaries that have been occurring. He reminded the public to keep their windows and doors locked and he has increased patrols in the areas affected. There were no additional questions or comments for Smith.
- E. Manager: Kelch's report was reviewed. Kelch reported the Woodberry Road bridge has been closed by PennDOT without notice being provided to the Township. 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: Loves' report was reviewed. The Board welcomed new Zoning Officer Monica Love. Love did report that a Land Development Plan has been submitted. There were no additional questions or comments for Love.
- H. Solicitor: Herrold's report was reviewed. Herrold reported the Roza Dermer property on Church Road will be included on the County's Tax Upset Sale to be held on September 19<sup>th</sup>. 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:

<b><u>Fund</u></b>	<b><u>Check No.</u></b>	<b><u>Amount</u></b>
Warrant 11-08 Fund 01	12349 - 12459	\$ 219,132.12
WMT Sewer Fund	1041 – 1058	\$ 343,940.03
Payroll: Pay Period Ending 07/30/11	ADP Vouchers	\$ 134,204.45
Pay Period Ending 08/13/11	ADP Vouchers	\$ 136,918.00

MOTION: D. Markel  
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:18 p.m.

MOTION: R. Hickey  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch/Secretary  
Brenda Brown/Stenographer

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

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

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