

**PUBLIC HEARING
MINUTES**

February 25, 2016

**A PUBLIC HEARING TO CONSIDER A PROPOSED TRANSFER OF A LIQUOR LICENSE
FROM SPRINGETTSBURY TOWNSHIP, YORK COUNTY, INTO WEST MANCHESTER
TOWNSHIP FOR GIANT FOOD STORES, LLC LOCATED AT 1255 CARLISLE ROAD, YORK
COUNTY, PENNSYLVANIA**

ATTENDANCE

Supervisors Present:

Steve J. Harlacher, Chairman
Dave Markel, Vice-Chairman
Rosa Hickey, Supervisor

Others Present:

Kelly K. Kelch, Township Manager
Brenda Brown, Stenographer
John Herrold, Solicitor
Monica Love, Zoning Officer
Craig Wilson, Engineer
Lori Trimmer, Recreation Director/Asst. Manager
Stephen Callahan, Public Works Director
Richard Trout, Acting Fire Department Administrator
Art Smith, Police Chief
Keith Whittaker, Finance Director

I. CALL TO ORDER

Chairperson Harlacher called the hearing to order at 7:00 p.m. Harlacher stated that the purpose of this hearing is to review an application from Giant Food Stores, LLC to transfer liquor license #R-19541 from Spingettsbury Township to a location at 1255 Carlisle Road, West Manchester Township, York, Pennsylvania.

II. PRESENTATION OF PROPOSED REQUEST

Attorney John Herrold stated the Township received a request to postpone this request. Attorney Herrold suggested this request be tabled and continued until the next meeting of March 24, 2016 at 7pm. Manager Kelch stated the purpose of the continuance is so that the Township does not need to re-advertise.

III. **ADJOURNMENT**

Motion to adjourn the hearing at 7:04 p.m.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully submitted,

Kelly K. Kelch/Secretary
Brenda Brown/Stenographer

MOTION TO APPROVE: _____

SECOND: _____

DATE: _____

PUBLIC MEETING MINUTES

February 25, 2016

Chairman Harlacher called the Public meeting to order at 7:05 p.m.

ATTENDANCE

Supervisors Present: Steve J. Harlacher, Chairman
Dave Markel, Vice-Chairman
Rosa Hickey, Supervisor

Staff Present: Kelly Kelch, Township Manager
Lori Trimmer, Assistant Twp. Manager/Recreation Director
Brenda Brown, Stenographer
Keith Whittaker, Finance Director
Stephen Callahan, Public Works Director
Monica Love, Zoning Officer
Art Smith, Chief of Police
Richard Trout, Acting Fire Department Administrator
John Herrold, Solicitor
Craig Wilson, Township Engineer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

Chairman Harlacher announced that an Executive Session was held at 6:00 pm prior to tonight's meeting to discuss personnel matters. No action was taken.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

The minutes of the January 28, 2016 Public Hearing Meeting; for the Revision of the Zoning Ordinance; were presented for approval. Motion to approve the January 28, 2016 Public Hearing Meeting; for the Revision of the Zoning Ordinance; as presented.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

The minutes of the January 28, 2016 Public Hearing Meeting; for the Weis Market Liquor License; were presented for approval. Motion to approve the January 28, 2016 Public Hearing Meeting; for the Weis Market Liquor License; as presented.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

The minutes of the January 28, 2016 regular Public Meeting were presented for approval. Motion to approve the minutes of the January 28, 2016 regular Public Meeting as presented.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. RESOLUTION 2016-09 LIQUOR LICENSE TRANSFER: Motion to table and continue the public hearing until March 24, 2016 at 7pm. The subject of the hearing being Resolution 2016-09 requesting to transfer a liquor license from Springettsbury Township to West Manchester Township for Giant Food Stores, LLC, located at 1255 Carlisle Road.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- B. RESOLUTION 2016-10: DESTRUCTION OF RECORDS: Motion to approve Resolution 2016-10 requesting to destroy:

- 1) Financial files as follows:
 - a) 2008 Accounts Payable
 - b) 2008 Accounts Receivable
 - c) 2008 Bank Statements
 - d) 2008 Payroll
 - e) 2008 Utility Bills (Refuse & Sewer)
- 2) Police Records
 - a) 1995 Adult & Juvenile Arrests

- b) 1995 Specials
 - c) 1995 Part I & II Offenses (with attachments)
 - d) 2008 Expungements
 - e) 2010 Accidents
 - f) 2010 Traffic Citations & Driving Records, Read Files, MCSAP Reports, Certificates of Accuracy for Vehicles, Requests for Police Reports, Curfew Letters, Burning Letters, Routine Correspondence, Monthly Reports, False Alarm Letters & Invoices, Dog Violations, Abandoned Auto letters, Selective Speed Enforcement, Seized License/Registrations, Hearing Book
 - g) 2010-2013 Peddling/Transient Permits
 - h) 2013 Parking Tickets, Warnings, PT-10's, Incidents & Services (with attachments), Criminal History Checks (no record found), Hearing Book
- 3) Zoning Records as follows
- a) 2008-2013 Application for plumbing licenses
 - b) 1995-1997 Violation letters
 - c) 1995-2005 Denied Applications for Building Permits
 - d) 2002-2011 Duplicate copy of Curb, Sidewalk and Driveway permits
 - e) 1999-2010 Assessment Reports

All records are requesting to be destroyed in accordance with the Municipal Records Manual.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- C. ROUTE 30 ADAPTIVE SIGNAL MEMORANDUM OF UNDERSTANDING: Motion to table signing an MOU with the Commonwealth of Pennsylvania regarding upgrading to adaptive traffic signals along Route 30 from Kenneth Road to North Hills Road.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- D. T-796 - SHRI JOGIKRUPA, LA QUINTA HOTEL: Motion to approve a request to release the remaining surety of \$3,960.00. (At the December 17, 2015 meeting, \$55,654.50 was authorized for release, to leave \$3,960.00 - however the applicant did not change the letter of credit, and WMT still holds the full amount of \$59,614.50). A letter from the Township engineer has been received supporting the release of the remaining surety request.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- E. OPERATION & MAINTENANCE AGREEMENT: Motion to approve the Operation & Maintenance Agreement for the Sewage Facilities associated with Memorial Hospital.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- F. RESOLUTION 2016-11 MODIFYING RECYCLING ORDINANCE 90-10: Motion to approve a request to modify Recycling Ordinance 90-10 to remove 'shredded paper' from the list of collected recyclable materials AND to add 'Aseptic cartons' (milk, juice, wine boxes) to the same list.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

- A. Recreation Director/Assistant Manager: Trimmer's report was reviewed. No additional comments.
- B. Finance Director: Whittaker's report was reviewed. No additional comments.
- C. Fire Chief: Trout's report was reviewed. No additional comments.
- D. Police Chief: Chief Smith's report was reviewed. No additional comments.
- E. Manager: Manager Kelch's report was reviewed. No additional comments.
- F. Engineer: Dawood's report was reviewed. Engineer Wilson noted the Chapter 94 reports are completed. No additional comments.
- G. Zoning Officer: Love's report was reviewed. Zoning Officer Love presented information regarding fees, Temporary Use Permits, Transient Retail Ordinance, etc. for Non-Profit Businesses. By consensus the board approved Non-Profit Temporary Use fees of \$15 be waived for certain events. Officer Love noted she will include this information in her monthly report when a non-profit applies for this type of event, and the fee is waived, but in the past we have not had more than 5 or 6 per year. No additional comments.
- H. Solicitor: Herrold's report was reviewed. No additional comments.
- I. Public Works Director: Callahan's report was reviewed. No additional comments.

STORM WATER MANAGEMENT/MS4:

Zoning Officer Love noted the Township's MS4 Storm Water Inspector is available Monday thru Friday, 8 am to 4:30 pm to answer any questions relating to storm water management.

APPROVAL OF BILLS

Bills: Motion to pay the following bills as presented:

<u>Fund</u>	<u>Check No.</u>	<u>Amount</u>
Warrant 16-02 Fund 01	22276 – 22381	\$ 395,048.78
WMT Sewer Fund	2622-2653	\$ 332,703.66
Liquid Fuels	14-40	\$ 14,132.92
Payroll: Pay Period Ending 02/06/16	Paytime Vouchers	\$ 152,276.61
Payroll: Pay Period Ending 02/20/16	Paytime Vouchers	\$ 152,917.25

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Motion to adjourn the regular meeting at 7:15 pm

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary
Brenda Brown/Stenographer

MOTION TO APPROVE: _____

SECOND: _____

DATE: _____