

PUBLIC MEETING MINUTES

September 24, 2015

Chairman Hickey called the Public meeting to order at 7:03 p.m.

ATTENDANCE

Supervisors Present: Rosa Hickey, Chairperson
Steve J. Harlacher, Supervisor

Supervisors Absent: Dave Markel, Vice-Chairman

Staff Present: Kelly Kelch, Township Manager
Tricia Smeltzer, Stenographer
John Herrold, Solicitor
Craig Wilson, Township Engineer
Lori Trimmer, Recreation Director/Asst. Twp. Manager
Stephen Callahan, Public Works Director
Keith Whittaker, Finance Director
Monica Love, Zoning Officer
Art Smith, Chief of Police
Dave Nichols, Fire Chief

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

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

PUBLIC COMMENTS

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

Tom Harleman, 230 Lincolnway Drive, thanked Public Works Director Callahan for the speedy fix up of his road. Mr. Harleman inquired about the status of one residential property in his area that he mentioned last meeting. Zoning Officer Love stated that she visited the site and would need to file a case at the District Magistrate's office. Manager Kelch asked Mr. Harleman if he would be willing to be a witness in the case and Mr. Harleman agreed. Mr. Harleman then mentioned another property that might possibly be in violation of an ordinance. And he also thanked the township staff for the cleanup of the business property that he mentioned last meeting.

APPROVAL OF MINUTES

The minutes of the August 27, 2015 regular Public Meeting were presented for approval. Motion to approve the minutes of the August 27, 2015 regular Public Meeting as presented.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

None

UNFINISHED BUSINESS

NEW BUSINESS

- A. **RESOLUTION 15-23 HEROIC ACTION OF DAWN STAUB:** Motion to approve Resolution 15-23 which recognizes the heroic actions of Dawn Staub for a police incident on September 6, 2015.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- B. **WELLINGTON GREEN HOMEOWNER REQUEST:** Jen Leisenring, 1290 Saddleback Road, addressed the board regarding a speeding concern in their development. After some discussion, the board of supervisors suggested that this matter be continued at the Homeowner's Association meeting on October 17th. At least two representatives from the board will be present at that meeting. Manager Kelch noted that he will be off during that time due to a scheduled surgery and that Assistant Manager Trimmer will be in charge of township matters during his absence.

- C. **2015 YORK COUNTY FIRE MUSTER:** Motion to approve a request for the volunteer firefighters to participate in the 2015 York County Fire Muster, Sunday, October 11, 2015 at Cousler Park in Manchester Township.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- D. **ACKNOWLEDGEMENT OF THE 2016 PENSION MMO:** Finance Director Whittaker announced the required minimum municipal obligations (MMO's) for the uniform pension plan is \$348,540 and for the non-uniform pension plan is \$181,237. Finance Director Whittaker further advised the amount due represents the gross amount owed and does not account for the reduction that will come from the state aid that is due to the Township from the State in October.

- E. **T-812 SPAHR PROPERTIES LLC, FINAL LAND DEVELOPMENT PLAN:** Motion to approve the Final Land Development Plan for 1980 Carlisle Road with the following conditions and waivers:

Conditions:

1. §121.14.E.2 & 121.34 The proposed sewer usage (1 EDU) shall be noted on the plans.

2. All administrative items shall be addressed prior to plan recording (payment of all invoices verification of property corners, Public Improvement Security, Inspection Escrow, etc.).
3. All final plans as recorded shall be submitted in electronic format (i.e. PDF)

Waivers :

1. **Sec. §121-9.A** Waiver of Preliminary Plan ó Preliminary plan is required for all land developments, subdivision and/or land developments involving new streets and subdivisions involving six (6) or more lots.
2. **§121.23.C (1)** All existing streets at the perimeter and/or through the development shall be improved according to the Township specifications. (Carlisle Road, Bank Lane)
3. **§121.25** Sidewalks and Curbs - Sidewalks and curbs shall be provided along the frontage of the entire property.
4. **§42-6.F** Access Drives ó The location and distance to all access drives within 500øof the lot (on both sides of the street)
5. **§42-6.G** - Access Drives ó The location and distance to all intersection public or private streets within 500 feet of the lot (on both sides of the street).
6. **§42-9.B** Access drives shall be located not less than twenty-five (25) feet from the side property lines.
7. **§42-9.I** Access Drives ó The vertical and horizontal alignments of access drives shall conform to the specifications for minor streets as stated in §121-23H and I of the West Manchester Township Subdivision and Land Development ordinance.
8. **§42-9.J** Access Drives ó Access drive intersections shall conform to the specifications for minor streets as stated in §121-23L of the West Manchester Township Subdivision and Land Development Ordinance and the sight distance specifications stated in §121-23M of the West Manchester Township Subdivision and Land Development Ordinance.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- F. **RESOLUTION 15-14 TRAFFIC SIGNAL APPLICATION:** Motion to approve Resolution 15-14, an application for an adaptive traffic signal at the intersection of Carlisle Road/ Rte 74 and Adams Street.

MOTION: S .Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- G. **RESOLUTION 15-15 TRAFFIC SIGNAL APPLICATION:** Motion to approve Resolution 15-15, an application for an adaptive traffic signal at the intersection of Carlisle Road / Rte. 74 and White Street.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- H. RESOLUTION 15-16 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-16, an application for an adaptive traffic signal at the intersection of Carlisle Road / Rte. 74 and US Route 30 ramps.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- I. RESOLUTION 15-17 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-17, an application for an adaptive traffic signal at the intersection of Carlisle Road / Rte. 74 and Brougner Lane.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- J. RESOLUTION 15-18 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-18, an application for an adaptive traffic signal at the intersection of Carlisle Road / Rte. 74 and York Crossing Drive.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- K. RESOLUTION 15-19 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-19, an application for an adaptive traffic signal at the intersection of Carlisle Road / Rte. 74 and High Street/Sunset Lane.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- L. RESOLUTION 15-20 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-20, an application for an adaptive traffic signal at the intersection of Carlisle Road /Rte. 74 and Church Road.

MOTION: S .Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- M. RESOLUTION 15-21 TRAFFIC SIGNAL APPLICATION: Motion to approve Resolution 15-21, an application for an adaptive traffic signal at the intersection of US Route 30 and Kenneth Road.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- N. USED TOWNSHIP VEHICLES BID AWARD: Motion to approve awarding four township vehicles that were advertised for sale through www.municibid.com on September 8, 2015 to the highest bidder.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- O. RESOLUTION 15-22 DESTRUCTION OF RECORDS: Motion to approve Resolution 15-22 requesting to destroy Financial Payroll files from 1953-2005, in accordance with the Municipal Records Manual.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

- A. Recreation Director/Assistant Manager: Director Trimmer's report was reviewed.
- B. Finance Director: Director Whittaker's report was reviewed. No additional comments.
- C. Fire Chief: Chief Nichols'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. He noted one additional action item that needs to be acted upon. He received a bond reduction request from Iron Bridge Landing to reduce the current bond by \$39,929.70 which would take the current amount from \$105,716.30 to \$65,786.60. Motion to approve the bond reduction request.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- F. Engineer: Dawood's report was reviewed. No additional comments.
- G. Zoning Officer: Love's report was reviewed. She mentioned that the Stormwater Presentation with Manchester and Dover went well. No additional comments.
- H. Solicitor: Herrold's report was reviewed. He stated that the Juan Bonilla, Jr. case has been resolved. 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 15-09 Fund 01	21665 ó 21780	\$ 545,834.11
WMT Sewer Fund	2441-2475	\$ 94,948.76
Payroll: Pay Period Ending 09/05/15	Paytime Vouchers	\$ 146,513.56
Payroll: Pay Period Ending 09/19/15	Paytime Vouchers	\$ 155,611.78

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Chairperson Hickey announced Executive Session will resume following this meeting.

ADJOURNMENT

Motion to adjourn the regular meeting at 7:46 pm

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch/Secretary
Tricia Smeltzer/Stenographer

MOTION TO APPROVE: _____

SECOND: _____

DATE: _____