##### PUBLIC MEETING MINUTES

April 26, 2018

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

**ATTENDANCE**

Supervisors Present: Rosa Hickey, Vice-Chairperson

Steve J. Harlacher, Supervisor

Supervisor Absent: Dave Markel, Chairman

Staff Present: Kelly Kelch, Township Manager

Lori Trimmer, Assistant Twp. Manager/Recreation Director

Keith Whittaker, Finance Director

Stephen Callahan, Public Works Director

Rachelle Sampere, Zoning Officer

John Snyder, Chief of Police

Paul Wilson, Township Engineer

John Herrold, Township Solicitor

Clif Laughman, Fire Chief

Tricia Smeltzer, Stenographer

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**EXECUTIVE SESSION**

Chairman Markel announced an Executive Session was held prior to tonight’s meeting to discuss personnel matters. No action was taken.

**PUBLIC COMMENTS**

None

#### APPROVAL OF MINUTES

1. The minutes of the March 22, 2018 regular Public Meeting were presented for approval. Motion to approve the minutes of the March 22, 2018 regular Public Meeting as presented.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

None

**UNFINISHED BUSINESS**

**NEW BUSINESS**

1. POLICE DEPARTMENT NEW HIRE: Motion was made to ratify the Township Managers action to hire Brad Cleck as the newest police officer starting May 1, 2018, with the upcoming retirement of a current police officer.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. CREATION OF TWO NEW POLICE DEPARTMENT POSITIONS: Motion to approve a request to create and fill two School Resource Officer (SRO) positions for the West York School District, which in turn will create two vacancies on the Township Police force, which will be filled. Training would be in June.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. WEST COLLEGE AVENUE ROAD CLOSURE: Motion was made to ratify a previous road closure for a portion of West College Avenue, between Richland Avenue and Dewey Street, on Thursday, April 19th between 10am and 12noon.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. LOUCKS ROAD CLOSURE: Motion to approve a change in dates for the Loucks Road closure. The original closure dates were April 1 through approximately August 16th. New dates are April 30th through approximately August 16th.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. RELEASE OF ESCROW FUNDS: Motion to approve releasing escrow funds of completed or inactive land development projects in accordance with the attached list. Funds where the Township was not able to locate owners will be turned over to the State Treasurer.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. ADVERTISE ORDINANCE 18-05: Motion to approve a request to advertise Ordinance 18-05, which repeals and replaces Chapter 20 of Ordinance 92-04, the Fire Department Ordinance. Chief Laughman is trying to streamline the department’s administrative tasks and make sure that money is being spent wisely.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. ROAD MATERIALS CONTRACTS AWARD: Motion to award contracts for

Road Materials to the lowest bidders as follows:

1. Stone: Kinsley Materials
2. Super pave: York Materials Group LLC
3. Traffic Line & Symbol Painting: D.E. Gemmill Inc.
4. Placement of Bituminous Paving

on Sycamore Road: Kinsley Constructions, Inc.

1. Micro surfacing: Stewart & Tate, Inc.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. REQUEST FOR HOLDING A 1 MILE / 5K RUN: Motion to approve a request from HealthSouth Rehabilitation Hospital to hold a one-mile Fun/Run and a 5K run simultaneously on Saturday May 19th from 9:30 a.m.-11a.m. Both courses will begin and end at Health South, 1850 Normandie Drive. Health South employees and volunteers will be staffing the event. Chief Snyder has reviewed all details of the event. All proceeds will benefit the American Stroke Foundation. This is the second year for this event. The Fire Department and Police Department will work together to make it a safe event for all.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. REQUEST FOR HOLDING A 5K COLOR DASH RUN: Motion to approve a request from John Green to hold a 5K Color Run on May 12, 2018 from 8 a.m.- 12 noon in and around Sunset Lane Park. All proceeds will benefit the 4 Diamond fund.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. POLICE DEPARTMENT IN-CAR CAMERA SYSTEM: Motion to approve a request to replace the old in-car camera system due to the current system malfunctioning and being outdated. It was noted that the Township has gotten their money’s worth out of the old system, which was fifteen years old. The ballpark figure for the new system is $63,560.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. T-832 FINAL SUBDIVISION PLAN**:** Motion to re-approve a final subdivision plan for Daniel R. & Esther C. Petre located at 4344 Wolfs Church Road, 122.5-acre tract to convey approximately 1 total acre to 2 existing lots. The original plan had the rear property line marked incorrectly, so it was revised to suit the property owner.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. T-831 FINAL SUBDIVISION PLAN **–** Motion to re-approve a final subdivision plan, with conditions, for Manchester Mall Associates, LLC located at 1800 Loucks Road (West Manchester Town Center), 82.62 acres, creating 4 new lots and 1 residual lot. Conditions were met, but later than the 90-day time limit, so a re-approval was needed.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

### ADMINISTRATIVE REPORTS

1. Recreation Director/Assistant Manager: Trimmer’s report was reviewed. No additional comments.
2. Finance Director: Whittaker’s report was reviewed. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. Chief Laughman advised he was recently in Wisconsin to finalize the purchase of an Engine Pumper vehicle. It should be delivered sometime in September or October.
4. Police Chief: Chief Snyder’s report was reviewed. He noted that the structure for the Police Department is changing. They are adding two Lieutenants; one will be an Operational Lieutenant and the other will be an Administrative Lieutenant. This will help to manage the department better. He also noted the Staff meeting was well received. No additional comments.
5. Manager: Manager Kelch’s report was reviewed.

* He requested authorization to amend the Garbage Ordinance. Currently for delinquent sewer accounts, the township shuts off the water. For delinquent garbage accounts, there is no recourse. The township does a lien, but there is an expense associated with that. Staff requests authorization to hire a collection agency for delinquent garbage accounts. By consensus the Board authorized this request. Solicitor Herrold will work with Finance Director Whittaker to amend the Ordinance.
* The other item that Manager Kelch wanted to bring to the Board’s attention that Zoning Officer Sampere’s initial hiring probation has expired. She has been doing an outstanding job thus far.

1. Engineer: Engineer Wilson’s report was reviewed. No additional comments.
2. Zoning Officer: The Zoning report was reviewed. No additional comments.

1. Solicitor: Solicitor Herrold’s report was reviewed. He mentioned that last meeting the Board approved the Vault’s expansion. An agreement was reached with the developer. No additional comments.
2. Public Works Director: Callahan’s report was reviewed. No additional comments.

**STORM WATER MANAGEMENT/MS4**:

Zoning Officer Sampere noted, during her report, that 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:

**Fund** **Check No.** **Amount**

Warrant 18-04 Fund 01 25513 - 25674 $ 639,345.79

WMT Sewer Fund 3508-3550 $ 147,973.11

Liquid Fuels 468-484 $ 15,588.88

Payroll 06: Pay Pd. Ending 03/17/18 Paytime Vouchers $ 153,387.49

Payroll 07: Pay Pd. Ending 03/31/18 Paytime Vouchers $ 158,783.96

Payroll 08: Pay Pd. Ending 04/14/18 Paytime Vouchers $ 156,116.80

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:29 pm

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary

Tricia Smeltzer/Stenographer

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

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

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