##### PUBLIC MEETING MINUTES

January 26, 2017

Chairman Harlacher called the Public meeting to order at 7:02 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

Tricia Smeltzer, Stenographer

Stephen Callahan, Public Works Director

Monica Love, Zoning Officer

Art Smith, Chief of Police

Clif Laughman, Fire Chief

John Herrold, Township Solicitor

Craig Wilson, Township Engineer

Staff Absent: Keith Whittaker, Finance Director

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**EXECUTIVE SESSION**

Chairman Harlacher 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

The minutes of the December 8, 2016 regular Public Meeting were presented for approval. Motion to approve the minutes of the December 8, 2016 regular Public Meeting as presented.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

The minutes of the January 3, 2017 Re-Organization Meeting were presented for approval. Motion to approve the minutes of the January 3, 2017 Re-Organization Meeting as presented.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. TAXVILLE ROAD CLOSURE: Motion to ratify a previous road closure for Taxville Road from Marion Street to Loucks Road on Wednesday, January 18, 2017 for a tree trimming operation.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. ZONING & CODES ENFORCEMENT OFFICER APPOINTMENT: Motion to appoint Monica Love as the West Manchester Township Zoning and Codes Enforcement Officer for year 2017.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. SEWAGE ENFORCEMENT OFFICER APPOINTMENT: Motion to appoint Keith Hunnings as the Sewage Enforcement Officer for year 2017. Manager Kelch stated Brad Hengst officially retired.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. ALTERNATE SEWAGE ENFORCEMENT OFFICER APPOINTMENT: Motion to appoint Eric Swiger as the Alternate Sewage Enforcement Officer for year 2017.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. T-803 THE ATHLETIC CLUB OF YORK FINAL LAND DEVELOPMENT PLAN SURETY RELEASE: Motion to approve a request to release full surety of $6,012.60 held by West Manchester Township. A letter from the Township Engineer was received supporting this request.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. T-820 THOMAS H CLINGAN FINAL LAND DEVELOPMENT PLAN SURETY REDUCTION: Motion to approve a request to reduce the surety amount by $35,036.25 – retaining $29,003.00. A letter from the Township Engineer was received supporting this request.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

1. AWARD BID: Motion to award the contract for the Fayette Street Sewer Project to Wexcon, Inc. of Mohrsville, PA as shown to be the lowest bidder outlined on the attached Bid Tabulation Sheet.

MOTION: R. Hickey

SECOND: D. Markel

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 in his absence. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. No additional comments.
4. Police Chief: Chief Smith’s report was reviewed. No additional comments.
5. Manager: Manager Kelch’s report was reviewed.

Manager Kelch would like to request that the Board sign the Fayette Street project Right of Way agreements after tonight’s meeting.

In another matter, he would like to make the board aware of an illegal tourist home being conducted at 51 N. Emig Mill Road. The owners are requesting a variance at an upcoming Zoning Hearing Board. Manager Kelch would like approval for Solicitor Herrold to attend the Zoning Hearing Board on behalf of the Board of Supervisors. Motion was made to allow Solicitor Herrold to attend the upcoming Zoning Hearing Board.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Manager Kelch also noted that a tentative agreement was made with the Police Department Bargaining Unit. Finalization is expected after both parties’ council review the final written document.

No additional comments.

1. Engineer: Dawood’s report was reviewed. No additional comments.
2. Zoning Officer: Love’s report was reviewed. No additional comments.
3. Solicitor: Solicitor Herrold’s report was reviewed. He thanked the Board for his reappointment as Township Solicitor. No additional comments.
4. 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:

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

Warrant 17-01 Fund 01 23522 – 23725 $ 551,395.16

WMT Sewer Fund 3001-3048 $ 968,110.62

Liquid Fuels 211-245 $ 43,581.53

Payroll: Pay Period Ending 12/10/16 Paytime Vouchers $ 151,275.25

Payroll: Pay Period Ending 12/24/16 Paytime Vouchers $ 151,828.03

Payroll: Pay Period Ending 01/07/17 Paytime Vouchers $ 171,414.92

Payroll: Pay Period Ending 01/21/17 Paytime Vouchers $ 153,814.05

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:17 pm

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary

Tricia Smeltzer/Stenographer

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

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

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