##### PUBLIC MEETING MINUTES

July 26, 2018

Chairman Markel called the Public meeting to order at 7:13 p.m.

**ATTENDANCE**

Supervisors Present: Dave Markel, Chairman

Steve J. Harlacher, Supervisor

Supervisors Absent: Rosa Hickey, Vice Chairperson

Staff Present: Kelly Kelch, Township Manager

Lori Trimmer, Recreation Director

Keith Whittaker, Finance Director

Stephen Callahan, Public Works Director

Rachelle Sampere, Zoning Officer

John Snyder, Chief of Police

Stephen Cordaro, 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 June 28, 2018 regular Public Meeting were presented for approval. Motion to approve the minutes of the June 28, 2018 regular Public Meeting as presented.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. PROPOSED ZONING TEXT AMENDMENT: Motion to approve a request from WLR Automotive Group to authorize holding a Public Hearing to allow a car wash as a permitted use in the Regional Commercial Zone. To allow more time for advertising, it was decided to hold the Public Hearing before the September Board of Supervisor’s meeting.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. RESOLUTION 2018-17 LIQUOR LICENSE TRANSFER: Motion to approve Resolution 2018-17 to transfer a liquor license from North York to West Manchester Township for Sheetz, Inc., located at 4025 W. Market Street.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. DESIGNATED ACCIDENT AND ILLNESS PREVENTION PROGRAM COORDINATORS: Motion to approve a request to change the wording of the designees for the Safety Program from specific names to general positions within the township.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. GARBAGE CONTRACT EXTENSION: Motion to approve extending the township’s current garbage contract with Penn Waste at the extension rate originally quoted. The current contract expires December 31, 2018. The extension would be for one year, concluding on December 31, 2019.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. FINAL PAYMENT FAYETTE STREET SEWER PROJECT: Motion to approve a request to release the remaining funds of $7,169.45 to Wexcon, Inc. for the 2017 Fayette Street Sewer Diversion Project. A letter of approval is on file from Dawood Engineering.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. T-836 FINAL LAND DEVELOPMENT PLAN FOR AMBULATORY CARE BUILDING FOR UPMC PINNACLE: Todd Godfrey with Dawood Engineering was on hand Motion to approve a final land development plan for UPMC Pinnacle for an ambulatory care building located at 1703 Innovation Drive. It was verified by Manager Kelch that this project was on the original plans.

**Subdivision and Land Development Ordinance (SLDO):**

1. Financial Security.  (SLDO:  121-17)  Financial security is required for all public improvements.
2. An as-built plan will be required prior to final use or occupancy.  (SLDO:  121-21)

**Stormwater Management Ordinance (SWMO):**

1. Erosion and Sediment Control Plan.  (SO:  113-18.E.5)  Provide a copy of the Erosion and Sediment Control Plan Approval Letter from the York County Conservation District.
2. An as-built plan will be required. (SWMO:  113-25)  As-built drawings are required upon completion of construction.

**General Comments:**

1. All administrative items shall be addressed prior to plan recording (surety, Operation & Maintenance Agreement, payment of all invoices, purchasing of 3 EDUs, etc.)
2. All final plans as recorded shall be submitted in electronic format (i.e. PDF)
3. The applicant agreed that prior to the granting of a final occupancy permit, financial security will be posted with the Township, in an amount to be approved by the Township Engineer, as a voluntary contribution to future improvements to the intersection of Roosevelt Ave and Rt. 30.  The amount of the bond will be established by applicant and the Township’s determination of a reasonable percentage of that total cost based on the applicant’s anticipated increase to the volume of the intersection.  The applicant will be required to provide a post- construction traffic count which will then be used to determine the final amount of the voluntary contribution.
4. The applicant agreed to continue discussions with the Township regarding the establishment of a payment in lieu of taxes (PILOT) program.

**The following waivers were approved:**

W1. Preliminary Plan. (SLDO: 121-9)

W2. Access Drives to exceed 35 feet in width.  (ZO:  150-256 & Access Drive Ordinance 42-9.G)

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. VISITOR ACKNOWLEDGEMENT: It was noted that Paul Young with Troop 94 was in attendance of tonight’s meeting for a badge.

### ADMINISTRATIVE REPORTS

1. Recreation Director: Trimmer’s report was reviewed. Chairman Markel praised the Recreation Department for their hard work on the Carnival. No additional comments.
2. Finance Director: Whittaker’s report was reviewed. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. He announced the new engine will be on the assembly line next week and will take 8-10 weeks to manufacture. It should be arriving around the end of October. He also was proud to announce a $60,000 grant that the Fire Department was awarded through FEMA to purchase new fire hoses. No additional comments.
4. Police Chief: Chief Snyder’s report was reviewed. He wanted to acknowledge Officer Roehm for the extensive work that he has done to prepare for the 2nd Annual National Night Out. No additional comments
5. Manager: Manager Kelch’s report was reviewed.
6. Manager Kelch announced that Officer Roehm has submitted his DROP paperwork and will be retiring in August of 2020. Motion was made to accept Officer Roehm’s eligibility and entrance into the DROP program.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. Manager Kelch announced that after many years of applying, the Township has finally been awarded the Green Light Go grant worth $313,612 for work at the intersection of West Market Street and Zarfoss Road.
2. Engineer: Engineer Wilson’s report was reviewed. Steve Cordaro was in attendance for Paul Wilson. No additional comments.
3. Zoning Officer: The Zoning report was reviewed. No additional comments.

1. Solicitor: Solicitor Herrold’s report was reviewed. No additional comments.
2. Public Works Director: Callahan’s report was reviewed. He praised the township employees for handling the extra calls and workload related to the extraordinary amounts of rain that happened in the last nine days. 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 18-07 Fund 01 26001 - 26124 $ 451,352.37

WMT Sewer Fund 3623-3664 $ 490,967.32

Liquid Fuels 514-526 $ 3,295.90

Payroll 14: Pay Pd. Ending 07/07/18 Paytime Vouchers $ 158,823.31

Payroll 15: Pay Pd. Ending 07/21/18 Paytime Vouchers $ 339,008.34

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:44 pm

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary

Tricia Smeltzer/Stenographer

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

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

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