##### PUBLIC MEETING MINUTES

March 23, 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

Kristi Swartz, Assistant 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

Keith Whittaker, Finance Director

Staff Absent: Lori Trimmer, Assistant Twp. Manager/Recreation 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**

A. KELLY AMSPACHER: Inside Sales Representative at York County Convention & Visitors Bureau spoke on the purpose of the Bureau and gave handout packets to the Board.

B. ROGER CRISWELL: He lives in New Salem and wanted to voice his concerns regarding the new verbal agreement between West Manchester Township and Albrights Towing service.

#### APPROVAL OF MINUTES

The minutes of the February 23, 2017 regular Public Meeting were presented for approval. Motion to approve the minutes of the February 23, 2017 regular Public Meeting as presented.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. RECREATION ADVISORY COMMITTEE: Motion to reappoint Dave Werner as a member of the Recreation Advisory Committee, for a five-year term ending December 31, 2021.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

B. RESOLUTION 17-08: BUDGET AMENDMENT: Motion to approve Resolution 17-

08 Amending the 2016 Budget as per the attached information. (Attachment A)

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

C. JANITORIAL SERVICES BID AWARD: Motion to award a Janitorial Services

Bid to Vantage Commercial Cleaning Enterprises, LLC, at a bid price of $31,848

for two years.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

D. POLICE CONTRACT EXTENSION: Motion to approve a three year extension to the

existing police contract; conditioned upon the approval of the Police Association and

the Township’s legal counsel.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

E. RESOLUTION 17-09 SNOW EMERGENCY DECLARATION: Motion to

ratify Resolution 17-09 , declaring a Snow Emergency from March 13th 9 a.m. to

March 16th 9 a.m. 2017.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

F. RESOLUTION 17-10 SNOW DISASTER DECLARATION: Motion to ratify

Resolution 17-10 declaring a Snow Disaster from March 13 to March 16, 2017.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

G. RESOLUTION 17-11 ‘SAFE DIGGING MONTH’: Motion to approve Resolution

17-11 declaring the month of April as ‘Safe Digging Month’ as recognized by the

Pennsylvania One Call System.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

H. RESOLUTION 17-12: DESTRUCTION OF RECORDS: Motion to approve a

request from the Finance Department to destroy files from 2006-2009. This is in

accordance with the Municipal Records Manual, which allows for destruction of

these records that are more than seven years old.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

I. REQUEST FOR HOLDING A 5K COLOR DASH RUN: Motion to approve a

request from Lakyn Brenneman, a West York High School student, to hold a 5K

Color Run on April 29, 2017 from 9 a.m.- 1 p.m. All proceeds will benefit the 4

Diamond fund. Chief Smith advised this is the second year for this event.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

J. REQUEST FOR HOLDING A 1 MILE FUN RUN: Motion to approve a request

from Health South to hold a one mile Fun/Run on Saturday May 20th from 9 a.m.-

11a.m. The run will begin and end at Health South, 1850 Normandie Dr, Health

South employees will be staffing the event. All proceeds will benefit the American

Stroke Foundation. This is the first year for this event.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

### ADMINISTRATIVE REPORTS

1. Recreation Director/Assistant Manager: Trimmer’s report was reviewed in her absence. Ms. Swartz gave a status update as to the start date for upgrading the playground equipment at Loman Park. She said work will begin Tuesday, March 28th and last approximately four weeks. No additional comments.
2. Finance Director: Whittaker’s report was reviewed. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. He noted the new chief vehicle was put into service yesterday, March 22nd. He also thanked the board for allowing the hanging of the ‘Firefighter of the Year’ plaque in the Board room. No additional comments.
4. Police Chief: Chief Smith’s report was reviewed. No additional comments.
5. Manager: Manager Kelch’s report was reviewed. No additional comments.
6. Engineer: Dawood’s report was reviewed. No additional comments.
7. Zoning Officer: Love’s report was reviewed. Zoning Officer Love reminded the Board that they received a letter from Mr. Krout, a township resident, requesting properties near the Memorial Hospital to be re-zoned from Residential to Mixed Use or to Professional Office. Manager Kelch stated it would be a good idea to wait until there is a complete overhaul of the Zoning Land Uses. Zoning Officer Love stated that process has already started, but it could take up to two years to complete. Mr. Krout stated he spoke to all residents involved in the possible re-zoning and they are are all in favor of it. No additional comments.
8. Solicitor: Solicitor Herrold’s report was reviewed. Solicitor Herrold advised the board that The TIF advertisement, for the Public Hearing to be held April 27th, was sent to the School District and County Commissioners along with a copy of the ordinance and the Ad will be published in the March 28th newspaper. No additional comments.
9. Public Works Director: Callahan’s report was reviewed. Director Callahan thanked the police department and fire department during the snow event last week. Chairman Harlacher thanked the public works department for their great job as well. 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 17-03 Fund 01 23839 – 23952 $ 735,427.60

WMT Sewer Fund 3082-3119 $ 462,885.20

Liquid Fuels 263-282 $ 80,795.85

Payroll: Pay Period Ending 03/04/17 Paytime Vouchers $ 142,880.78

Payroll: Pay Period Ending 03/18/17 Paytime Vouchers $ 154,789.76

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:42 pm

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary

Tricia Smeltzer/Stenographer

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

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

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