

PUBLIC MEETING MINUTES

March 24, 2016

Chairman Harlacher called the Public meeting to order at 7:01 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
Keith Whittaker, Finance Director
Stephen Callahan, Public Works Director
Monica Love, Zoning Officer
Art Smith, Chief of Police
Richard Trout, Acting Fire Department Administrator
John Herrold, Solicitor
Craig Wilson, Township Engineer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

EXECUTIVE SESSION

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

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

The minutes of the February 25, 2016 Public Hearing Meeting; for the Giant Food Stores Liquor License Transfer were presented for approval. Motion to approve the February 25, 2016 Public Hearing Meeting minutes; for the Transfer of a Liquor License for Giant Food Stores; as presented.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

The minutes of the February 25, 2016 regular Public Meeting were presented for approval. Motion to approve the minutes of the February 25, 2016 regular Public Meeting as presented.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

None

UNFINISHED BUSINESS

- A. RESOLUTION 2016-09 LIQUOR LICENSE TRANSFER: A letter was received from the attorney representing Giant Food Stores, LLC requesting this application be withdrawn. Motion to approve Resolution 2016-09 Liquor License Transfer for Giant Food Stores, LLC at 1255 Carlisle Road to be withdrawn.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

NEW BUSINESS

- A. RESOLUTION 2016-13: ROUTE 30 ADAPTIVE SIGNAL: Motion to approve the signing of Resolution 2016-13; an agreement to allow Penn Dot to install one adaptive signal along Route 30.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- B. RESOLUTION 2016-12: Motion to approve Resolution 2016-12 ; an amendment to the 2015 Budget.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- C. ORDINANCE 16-02: ADVERTISE FOR A HANDI-CAP PARKING SPACE: Motion to approve advertising for Ordinance 16-02 requesting a new handi-cap parking space at 1445 Worth Street. Sergeant Emig's report is on file to support proceeding with advertisement.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- D. WMTFD WORKERS COMPENSATION ACKNOWLEDGEMENT: On March 14, 2016 the board approved, by consensus, allowing the WMTFD to attend the funeral for volunteer firefighter, Earl Shoemaker, in Hanover on March 19, 2016. Motion to acknowledge this previous approval.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- E. REQUEST FOR APPROVAL FOR A 5K 'BLIZZARD RUN' : Motion to approve a request from Pam Miller at the Dairy Queen on Roosevelt Avenue to conduct a "Blizzard Run", a 5k run on Saturday, September 10th, 2016 to benefit the Children's' Miracle Network. The event will begin at 8:00AM at Sunset Park and proceed on Brenda Rd., Potomac Av., South Dr., Wilt Dr., North Dr., Seneca Dr., Heather Dr. and back to the park expecting the run to end by noon. They will have 24 volunteers for the event, are expecting 200-300 participants and they are purchasing their own liability insurance. Chief Smith recommended approval and advised the Police Department will be available to help oversee this event.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- F. VENDOR PERMIT REQUEST: Charles Nicholas will be sponsoring a car show at West Manchester Town Center on July 23rd, 2016 from 4:00 PM until 11:00 PM with all proceeds going to local charities. Motion to approve a blanket permit for five (5) vendors designated to work the event. These vendors will be assessed a fee of \$25 each by Mr. Nicholas.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- G. T-818 – FINAL LAND DEVELOPMENT PLAN: Terry Sheldon, engineer for Mr. Madrigal, presented the Final Land Development Plan. Motion to approve the Final Land Development Plan for Adolfo Manzo Madrigal at 1924 Stanton Street with the following conditions and waivers:

Conditions:

1. All comments from the Township Engineer, including those regarding §113 Storm water Management Ordinance shall be addressed prior to final approval.
2. All administrative items shall be addressed prior to plan recording (surety, Operation & Maintenance Agreement, outstanding invoices, etc.).
3. All final plans as recorded shall be submitted in electronic format (i.e. PDF)

The following waivers were approved:

1. Sec. §121-9.A Waiver of Preliminary Plan – 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. §121.14.C.3 & 121.15.C Existing Features – The locations of existing features within 200’
3. §121-23.C (1) All existing streets at the perimeter and/or through the development shall be improved according to the Township specifications. (Stanton Street).
4. §42-6.F Access Drive Ordinance: Access Drives – The location and distance to all access drives within 500’ of the lot (on both sides of the street) (§121-23.R,)
5. §42-8.F Access Drive Ordinance: The number of access drives intersecting with a street line may not exceed one (1) per lot. (§121-23.R)
6. §42-9.B Access Drive Ordinance: Access drives shall be located not less than twenty-five (25) feet from the side property lines. (§121-23.R)
7. §42-9.C Access Drive Ordinance: If two (2) access drives are permitted by the Board, they shall be separated by a minimum 300’ in commercial and industrial zones. (§121-23.R)
8. §42-9.H Access Drive Ordinance: Every parking lot...shall be connected to a street by means of an access drive...at least 24 feet wide. (§121-23.R,)
9. §42-9.J Access Drive Ordinance: Access drive intersections must meet the requirements of minor streets (§121-23.L).
10. §121-25 Sidewalks and Curbs - Sidewalks and curbs shall be provided along the frontage of the entire property unless a waiver is granted. (§121-23.R,)

MOTION: R. Hickey
 SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

- A. Recreation Director/Assistant Manager: Trimmer’s report was reviewed. She mentioned that the Spring newsletter is in the printing process and will be delivered by mid-April. She also mentioned that the Recreation Department received a donation from The Stewart Foundation to be used toward this years’ fireworks. She is very appreciative of their support.
- B. Finance Director: Whittaker’s report was reviewed. No additional comments.
- C. Fire Chief: Trout’s report was reviewed. No additional comments.
- D. Police Chief: Chief Smith’s report was reviewed. He wanted to add to his report that Officer Michael Jordan was the recipient of the John Bradco Award from the West York VFW. He was chosen as the Award winner for our district and then was eligible for the State Award. He received the Runner-Up Award at the State level.
- E. Manager: Manager Kelch’s report was reviewed. He announced that interviews were conducted prior to tonight’s meeting for the position of Fire Chief. He would like authorization from the Board to proceed with an offer of employment to the selected candidate. Motion to approve Manager Kelch to proceed with making an offer of employment for the position of Fire Chief.

MOTION: D. Markel
 SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- F. Engineer: Dawood’s report was reviewed. No additional comments.

- G. Zoning Officer: Love's report was reviewed. Zoning Officer Love advised the Board of some building permit violations for some properties. She thanked the Police Department for their assistance in the process. She will continue to investigate and keep the Board informed of any other developments. No additional comments.
- H. Solicitor: Herrold's report was reviewed. He wanted to highlight the Juan Bonilla, Jr. case and mentioned that he received a report from Attorney Brown's office advising that things seem to be going well. 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 16-02 Fund 01	22382 – 22499	\$	301,278.99
WMT Sewer Fund	2654-2693	\$	29,101.92
Liquid Fuels	41-65	\$	83,924.89
Payroll: Pay Period Ending 03/05/16	Paytime Vouchers	\$	141,441.34
Payroll: Pay Period Ending 03/19/16	Paytime Vouchers	\$	150,215.17

MOTION: R. Hickey
 SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Motion to adjourn the regular meeting at 7:19 pm

MOTION: D. Markel
 SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary
 Tricia Smeltzer/Stenographer

MOTION TO APPROVE: _____

SECOND: _____

DATE: _____