

PUBLIC MEETING AGENDA

January 28, 2021

I. CALL TO ORDER

II. PUBLIC COMMENTS

The Chairperson will entertain comments from the public regarding any matter not scheduled for discussion on the Agenda.

III. APPROVAL OF MINUTES

- A. APPROVAL OF MINUTES: Motion to approve or modify the minutes of the December 17, 2020 Regular Public Meeting as presented.
- B. APPROVAL OF MINUTES: Motion to approve or modify the minutes of the January 4, 2021 Reorganizational Meeting as presented.

IV. OPEN FLOOR DISCUSSION

None

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- A. H.B. MCCLURE HVAC AGREEMENT: Motion to approve, revise, table or deny a one-year contract with H.B. McClure for a preventative maintenance agreement at a cost of \$4,120.00.
- B. DESTRUCTION OF RECORDS: Motion to approve, revise, table or deny a request from the fire department for the destruction of various Fire Department Records as listed:
- 2012 West Manchester Township Firefighters Relief Association Accounts Payable/Accounts Receivable/Bank Statements/Cash Receipts
 - 2012 Lincolnway Fire Company Accounts Payable/Accounts Receivable/Bank Statements/Cash Receipts
 - 2012 Shiloh Fire Company Accounts Payable/Accounts Receivable/Bank Statements/Cash Receipts
 - 2015 Personnel Files (Only those who are no longer with the department)
 - 2015 Incident Reports
 - 2017 Incident Logs, Driver Logs, Activity Logs

- C. APPROVAL TO RE-DEED PROPERTY OF SHILOH FIRE COMPANY: Motion to approve, revise, table or deny approval to have the property that Shiloh Fire Company sits on re-deeded. This is due upon completion of the name change for the merger of Lincolnway Fire Company and Shiloh Fire Company to West Manchester Township Fire Department.
- D. ST. PAUL'S WOLF'S CHURCH LETTER OF UNDERSTANDING: Motion to approve, revise, table or deny authorizing staff to enter into the letter of understanding with St. Paul's Wolf's Church in accordance with the attached agreement. This would be a two-year agreement between the church and the Township to allow the use of church property for recreation related events in exchange for performing maintenance on the fields.
- E. AUDIT ENGAGEMENT LETTER: Motion to approve, revise, table or deny signing the attached engagement letter and return to Maher Duessel for them to perform the 2020 audit for the Township at a cost not to exceed \$29,940.00.
- F. EXCESS VEHICLE SALE: Motion to approve, revise, table or deny authorizing staff to complete the transfer of the excess vehicles to the high bidders as follows:
- 2006 GMC Dump - \$25,203.00
 - 2014 Chevy HD 2500 PU - \$22,100.00
 - 2012 GMC HD 2500 PU - \$20,250.00
- G. HAVILAND ROAD SEWER EXPANSION: Motion to approve, revise, table or deny authorizing Dawood to begin the design process for the Haviland Road Sewer Expansion project.
- H. T-834 FINAL LAND DEVELOPMENT PLAN MAINTENANCE GUARANTY RELEASE: Motion to approve, revise, table or deny a request from Athan Margetas to release the 18-month maintenance guaranty letter of credit in the amount of \$4,327.91 (§121-19) which expired on December 27, 2020. A recommendation memo from Dawood Engineers has been provided.
- I. T-857 FINAL LAND DEVELOPMENT PLAN FOR BAE SYSTEMS ACV TEST POND FACILITY: Motion to approve, revise, table or deny a Final Land Development Plan for BAE Systems ACV Test Pond located at 1100 Bairs Road.

VII. ADMINISTRATIVE REPORTS

- A. RECREATION DIRECTOR
- B. FINANCE DIRECTOR
- C. FIRE CHIEF
- D. POLICE CHIEF
- E. TOWNSHIP MANAGER

- F. ENGINEER
- G. ZONING OFFICER
- H. SOLICITOR
- I. PUBLIC WORKS DIRECTOR

VIII. BILLS

- A. MOTION TO PAY BILLS

IX. ADJOURNMENT

- A. MOTION TO ADJOURN