

PUBLIC BOARD MEETING MINUTES

April 27, 2023

Chairman Harlacher called the meeting to order at 7:01 p.m.

ATTENDANCE:

Supervisors Present:	Steven Harlacher – Chairman Ronald Ruman – Vice Chairman
Staff Present:	Kelly Kelch – Township Manager Lori Trimmer – Parks & Recreation Keith Whittaker – Finance Clif Laughman – Fire Chief (Remote) John Snyder – Police Chief Rainer Neidoroest – Engineer Rachelle Sampere – Zoning & Codes Andy Herrold – Solicitor Rich Shaw – Public Works Megan Neff– Stenographer
Supervisors Absent:	Dave Markel - Supervisor

CALL TO ORDER:

A. The Pledge of Allegiance was recited.

EXECUTIVE SESSION:

Chairman Harlacher announced there was an executive session held prior to tonight's meeting to discuss personnel matters.

PUBLIC COMMENT:

A. Mr. Randy Zmolek of Baker Road informed the Board that the barn owned by Joyce Miller and was a part of a Public Hearing at the March meeting for a dangerous building did comply with the request to take the barn down.

APPROVAL OF MINUTES:

A. The minutes of the March 23, 2023, Public Hearing were provided for approval. Motion to approve the Public Hearing Minutes of March 23, 2023, as presented.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- B. The minutes of the March 23, 2023, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of March 23, 2023, as presented.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION:

None

OLD BUSINESS:

- A. T-872 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR PROPOSED RETAIL BUILDING AND DRIVE-THRU/FAST FOOD RESTAURANTS FOR WEST MANCHESTER TOWN CENTER: This request was tabled from the March meeting. The applicant formally withdrew their plan, so this item is now closed.

NEW BUSINESS:

- A. T-877 FINAL LAND DEVELOPMENT PLAN FOR 1150 GREENWOOD ROAD: Motion to approve the final land development plan depicting three (3) phases of a proposed building expansion for a loading dock, warehousing area, and dismantling area. The plan also depicts associated parking to improve business operations at 1150 Greenwood Road in the I-2 Light Industrial Zone. There is no additional sewage flows proposed as part of this plan. Johnston & Associates submitted a public improvements financial security estimate associated with this project in the amount of \$34,129.00. Eric Johnston spoke on behalf of Chuck's Auto Salvage, providing the Board with positive comments about the business and explaining further what they would like to accomplish. Matt from Chuck's Auto Salvage was also present. Vice-Chairman Ruman asked about storm water management for this plan. Mr. Johnston replied there will be an underground seepage pit, and that this was going above and beyond the requirements.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- B. T-878 SEWER PLANNING MODULE EXEMPTION MAILER FOR 1407 CARLISLE ROAD: Motion to approve the submitted sewer planning module

exemption mailer proposing 1 EDU for the vacant property located at 1407 Carlisle Road for connection to the newly constructed sewer line on Haviland Road. No land development is being proposed at this time. Mr. Dusan Bratic was in attendance requesting a letter of intent to service manufactured homes on this property and an office.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- C. LANDSCAPE BID FOR SHILOH FIRE STATION: Motion to approve the landscaping bid for Shiloh Fire Station to Geller Brothers Landscaping, LLC, at a cost of \$4,550.00. Chief Laughman spoke about this bid and explained that Geller Brothers came in as lowest bidder.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- D. MASONRY BID FOR SHILOH FIRE STATION: Motion to approve awarding the masonry bid to K&W Masonry Restoration in the amount of \$4,675.00. Chief Laughman spoke about this bid and explained that K&W Restoration came in as the Lowest bidder.

MOTION: R. Ruman
SECOND: S. Harlacher
BOTH MOTIONS PASSED UNANIMOUSLY

- E. FINAL COST APPROVAL OF PORTABLE RADIOS: Motion to approve the purchase of 93 (ninety-three) portable radios for the police and fire departments. This was originally approved at the March Board meeting as an estimate. The official final price came in \$17,161.59 lower than estimated. The final cost to the County of York for the radios is \$238,826.25. Chairman Harlacher thanked Cliff and the fire department for finding an alternate solution by going in with the County to purchase these radios. Manager Kelch also mentioned that a grant was obtained to help with cost as well.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- F. RESOLUTION 23-10 FIREFIGHTER TAX CREDIT ELIGIBILITY, CRITERIA & AMOUNTS: Motion to approve Resolution 23-10, allowing changes to be made to the Volunteer Firefighter Tax Credit Ordinance 23-03, by resolution instead of having to advertise and pass a new Ordinance each time.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

G. ROAD CLOSURE: Motion to ratify the road closure of Church Road from Roosevelt Avenue to Herman Drive for an emergency gas line repair. This closure occurred on April 4th to the 6th from 10 a.m. to 2 p.m. Director Shaw informed the Board that this closure did not occur as they used flaggers to keep the road open. Ratification was not necessary.

H. S. SALEM CHURCH ROAD CONVENIENCE STORE PROJECT: Motion to Approve staff recommendation to execute the M-950 AA form to be the applicant for the stormwater project and accept the developer's financial contribution for maintenance associated with the facility.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

I. BUILDING INSPECTION SERVICES RFP: All questions and comments by the Board were answered and the Board reviewed the three proposals along with staff recommendations. Vice-Chairman Ruman thanked Officer Sampere and Manager Kelch for their work on this. Motion to approve Code Administrators as the Township building inspection service provider.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

J. BURN BAN: Motion to ratify the burn in effect for the Township that occurred on April 11th, 2023. A county wide burn ban was also established by the York County Commissioners on April 16th, 2023, and that will be in effect for thirty (30) days.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

K. COMP PLAN/ZONING ORDINANCE UPDATE: Motion to approve finalizing the contract with Gannett Flemming the awardee of the Township comp plan/zoning ordinance update.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

L. ROAD MATERIALS CONTRACT AWARDS: Motion to approve the award Contracts for road materials and maintenance to the lowest bidders as follows:

PROVIDE & PLACEMENT OF BITUMINOUS PAVING:

- T-721 Winding Rd. from Carlisle Rd. to Trolley Rd.
Kinsley Construction Inc. TOTAL: \$43,871.40

- T- 835 Spring St. from Winding Rd. to Cul-de-sac
Kinsley Construction Inc. TOTAL: \$24,873.60

MICROSURFACING:

- Yorktown Drive T-719 Kenneth Rd. to Kenneth Rd.
- Ashland Drive T-720 Yorktown Dr. to Yorktown Dr.
- Baker Road T-500 sharp curve between Taxville Rd. and Fairway Dr.
Stewart & Tate, Inc TOTAL: \$47,410.00

ASPHALT:

York Materials Group Unit Price FOB Plant- \$334.10
Unit Price Job Site- \$371.35

AGGREGATE STONE:

Kinsley Materials Unit Price FOB Plant- \$21,700.00
Unit Price Job Site- \$31,525.00

TRAFFIC LINE & SYMBOL PAINTING:

Alpha Space Control, LLC TOTAL: \$71,650.00

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

M. APPLICATION FOR PAYMENT REQUEST: Motion to approve application for final payment to Wexcon Inc. for the Haviland Road Sewer Extension Project in the amount of \$97,310.55. This is the final payment for this project.

MOTION: R. Ruman
SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

N. CHANGE ORDER #3 HAYWARD AREA SEWER REHABILITATION PROJECT:
Motion to approve staff recommendation for change order #3 regarding the Hayward Area sewer project in the amount of \$132,331.00. This order will cover the defects revealed in the Hayward Area through lateral investigations as well as the cost of excess lateral lengths that were not included in the base bid.

MOTION: S. Harlacher
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer’s report was reviewed. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker’s report was reviewed. No further questions.
- C. FIRE CHIEF: Chief Laughman’s report was reviewed. Chief Laughman met with lieutenant governor for fire department and met with Tom Cook at the conference he was currently attending. Chairman Harlacher thanked him for representing the Township and fire department at the state level. No further questions.
- D. POLICE CHIEF: Chief Snyder’s report was reviewed. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch’s report was reviewed. No further questions.
- F. ENGINEER: Engineer Niederoest report was reviewed. No further questions.
- G. ZONING OFFICER: Officer Sampere’s report was reviewed. No further questions.
- H. SOLICITOR: Solicitor Herrold’s report was reviewed. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw’s report was reviewed. No further questions.

STORMWATER MANAGEMENT/MS4

Zoning Officer Sampere noted that the Township’s MS4 Storm Water Inspector is available Monday through Friday 8 a.m. to 4:30 p.m. to answer any questions related to storm water management.

BILLS: Motion to pay bills as presented:

<u>FUNDS</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
General Fund	33574-33723	\$ 1,131,282.98
Liquid Fuels	1291-1308	\$ 12,016.89
Sewer Fund	5642-5685	\$ 844,498.68
Payroll #7 Pay Ending 03/25/23	Paytime Vouchers	\$ 122,162.77
Payroll #8 Pay Ending 04/08/23	Paytime Vouchers	\$ 120,429.48
Payroll #9 Pay Ending 04/22/23	Paytime Vouchers	\$ 121,997.28

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

Motion to adjourn the regular meeting at 7:41 p.m.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY