

PUBLIC BOARD MEETING MINUTES

August 27, 2020

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

ATTENDANCE:

Supervisors Present Remotely:

Steven Harlacher – Chairman
Dave Markel – Vice-Chairman
Rosa Hickey – Supervisor

Staff Present:

Kelly Kelch – Township Manager
Andrew Herrold – Solicitor
(Remotely)
Laura Mummert – Stenographer

CALL TO ORDER:

Manager Kelch stated that this Public Meeting would be closed to the public due to the COVID-19 Pandemic and the Governor’s instruction for Stay-At-Home practices. However, this meeting was live to the public through the Township’s Recreation and Fire Department Facebook pages. It was also stated that residents could make public comment on these pages and it would be addressed. Manager Kelch also provided two phone numbers that the public could call in with any concerns/questions.

Manager Kelch announced there was an Executive Session held prior to tonight’s meeting to discuss personnel matters. No action was taken. Manager Kelch also mentioned an Executive session was held on August 3rd at 6 p.m. to discuss acquisition of real estate.

PUBLIC COMMENT:

None.

APPROVAL OF MINUTES:

- A. The minutes of the July 23, 2020 Public Board Meeting were provided for approval.
Motion to approve the Public Meeting Minutes of July 23, 2020 as presented.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- B. The minutes of the August 19, 2020 Public Hearing Meeting were provided for approval. Motion to approve the Public Hearing Meeting Minutes of August 19, 2020 as presented.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION:

No discussion was made.

OLD BUSINESS:

None.

NEW BUSINESS:

- A. RESOLUTION 20-19 AUTHORIZING THE SUBMISSION OF APPLICATION FOR PEMA GRANT: Motion to approve Resolution 20-19, authorizing the submission of application for the purpose of obtaining financial assistance from the PEMA grant. Also authorizing the Township Manager and Township Fire Chief/Emergency Management Coordinator to sign application on behalf of the Township.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- B. BAKER ROAD BRIDGE REPLACEMENT AGREEMENT: Motion to approve signing the agreement of sale for the additional needed right-of-way in lieu of condemnation.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- C. T-828 FINAL LAND DEVELOPMENT SURETY RELEASE: Motion to approve a request from Russell Wantz of Roosevelt Holdings, L.P. to release the remaining

escrow in the amount of \$71,732.84 (less Dawood Engineer's final inspection fees) for the completed public improvements and engineering inspections associated with the Final Land Development Plan for North Zarfoss Drive Lot #1 which has been held in escrow for eighteen (18) months. The Board of Supervisors previously authorized a surety reduction on December 13, 2018.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- D. T-844 FINAL LAND DEVELOPMENT SURETY REDUCTION: Motion to approve a request from Church of the Open Door to reduce the surety for the portion of construction that was recently completed. A required maintenance bond of \$14,096.00 (15% of \$86,641.00 plus \$1,100 for as-built survey that must be provided by the applicant) shall be held by West Manchester Township for eighteen (18) months.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- E. PUBLIC HEARING AUTHORIZATION FOR LIQUOR LICENSE TRANSFER: Motion to approve a request from Rutter's to establish a public hearing date to consider the transfer of a liquor license from 375 Eisenhower Drive, Hanover, PA 17331-5519 to West Manchester Township for Rutter's located at 2345 Carlisle Road. Staff recommends that the Board establish a public hearing date of September 24, 2020, for consideration of this request.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- F. SPECIAL COUNSEL AGREEMENT: Motion to approve Steven Hovis of Stock and Leader to represent the Township in matters pertaining to the York City Sewer Authority.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- G. ENCOMPASS HEALTH 5K RUN: Motion to approve the Encompass Health 5K Run to be held on September 12, 2020.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- H. CONSTRUCTION FUND AGREEMENT: Motion to approve withdrawing approval of master plan agreement for interceptor improvements to York City Sewer Plant.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- I. MEMORANDUM OF UNDERSTANDING: Motion to approve agreeing to additional administrative and other costs and expenses associated with its investigation and discussion of the long-term ownership of the City of York Wastewater Treatment Plant.

MOTION: D. Markel
SECOND: R. Hickey

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. No further questions.
- D. POLICE CHIEF: Chief Snyder's report was reviewed. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch asked for the Board consider a motion to consider a road closure request for a block party on Loman Avenue between Michelle Rd and Dorchester Rd on September 12, 2020 between the hours of 1 pm and 6 pm. Vice-Chairman Markel made a motion to approve the temporary road closure. Supervisor Hickey second the motion. Motion was passed unanimously.

Manager Kelch also asked the Board to consider a motion for another temporary road closure request made by Vicky Blouse on September 19th, 2020, from 3 to 9 pm for a block party. The street closed would be Filbert Street. Chairman Harlacher made a motion to approve the road closure. Vice-Chairman Markel second the motion. Motion was passed unanimously.

Manager Kelch announced that the Township has received two grants. One was through the CARES initiative, which is a grant for reimbursement for money spent for COVID-19 related expenses. The second grant was to help aid in the cost of the Haviland Road Sewer Project. Manager Kelch thanked Dawood for their help in applying for this grant.

- F. ENGINEER: Engineer Cordaro's 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 Callahan's report was reviewed. No further questions.

BILLS: Motion to pay bills as presented:

<u>FUNDS</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
General Fund	29389-29553	\$ 885,854.29
Liquid Fuels	875-895	\$ 678,569.67
Sewer Fund	4460-4499	\$ 86,359.46
Payroll#16 Pay Ending 08/1/20	Paytime Vouchers	\$ 116,682.41
Payroll#17 Pay Ending 08/15/20	Paytime Vouchers	\$ 116,197.52

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

- A. Chairman Harlacher thanked employees and volunteers with the Township for everything they do during this time. He also thanked the public for being patient during this time.

Motion to adjourn the regular meeting at 7:16 p.m.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Attest:

Secretary

Chairman

Vice Chairman

Supervisor