

## PUBLIC MEETING MINUTES

August 26, 2021

Chairperson Hickey called the Public Meeting to order at 7:00 p.m.

### ATTENDANCE

Supervisors Present:

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

Staff Present:

Kelly Kelch – Township Manager  
Lori Trimmer – Recreation Director  
Keith Whittaker – Finance Director  
Clif Laughman – Fire Chief  
John Snyder – Police Chief  
Steve Cordaro – Township Engineer  
Andy Herrold – Solicitor  
Laura Mummert - Stenographer

Staff Absent:

Rachelle Sampere – Zoning Officer  
Steve Callahan – Public Works Director

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

### PUBLIC COMMENTS

A. Denny Reichard from West York Ambulance expressed to the Board for lifts needed by the ambulance team. They are requesting the Township use some of the COVID-19 relief money received to help them with the cost. He asked for an amount of \$100,000.00. He also mentioned that the Ambulance company has never in all its years asked for monetary help from the Township. The Board thanked him and said they would take into consideration.

B. Stewart Shelly from 28 Westview Manor spoke for 26-29 Westview Manor homes in regards to flooding that occurred from a major storm that hit the area. He asked the Township if they would consider rebuilding the berm that separates their property and the Bennett Williams Park. Mr. Shelly also provided the Board with a handout of pictures. Vice-Chairman Harlacher asked him whether this berm was located on private property, and he said no. Donna Mann, of 58 Westview Manor also spoke as she is President of the Housing Authority for this area also spoke of the drainage pipes and the amount of water flowing down the road. Zane Williams was out to

inspect, and mentioned the pipe is not big enough to handle that much water flow. Again, there was speculation whether this was private property, or Township property. She mentioned the HOA is not for replacing the pipe, feel it is Township responsibility. The Board said they would have staff investigate this further.

C. Ronald Shellenberger of 1042 W. Locust Street expressed his concern for massive trees that line his property that he is afraid are going to fall onto his property. These trees are located on a neighbor's property at 250 Dewey Street which is currently vacant. The Board stated this is private property, and they cannot take action. However, they would give Mr. Shellenberger information on public record as to who owns it so that he may reach out to them.

D. Bart Bartholomew of 1576 Haviland Road asked the Board to consider tabling the motion to sign a three-year contract with Maher Duessel to perform audit for Township. He believes that elected auditors should be the ones to do it. The Board explained that the Township is allowed to seek outside company to perform this. Mr. Bartholomew then asked why the Board does not make a request for proposals from other companies. They explained that in past there has not been any bidders because of the short duration of contract.

Mr. Bartholomew also questioned why the Board allowed Andy Herrold to become the Township solicitor after John Herrold retirement. The Board said due to Andy's being a part of counsel for the Township along with John over the past few years they thought it best to go with someone that already had experience in dealing with the current litigations the Township was facing.

Mr. Bartholomew also announced to the Board that he was moving forward with filing suit against the Township and Dawood Engineers.

### **EXECUTIVE SESSION**

Chairperson Hickey announced an Executive Session was held prior to tonight's meeting to discuss personnel matters. No action was taken.

### **APPROVAL OF MINUTES**

A. The Minutes of the July 29, 2021, Public Meeting were provided for approval. Motion to approve the Public meeting Minutes of July 29, 2021, as presented.

MOTION:                    S. Harlacher  
SECOND:                    D. Markel

MOTION PASSED UNANIMOUSLY

### **OPEN FLOOR DISCUSSION**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

A. APPLICATION FOR PAYMENT: Motion to approve application for payment two (2) to PSI Pumping Solutions, Inc. for the Adams Street Pump Station Project in the amount of \$69,234.84.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

B. APPLICATION FOR PAYMENT: Motion to approve application for payment number three (3) to PSI Pumping Solutions, Inc. for the Adams Street Pump Station Project in the amount of \$81,011.16.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

C. AUDIT ENGAGEMENT LETTER: Motion to approve staff recommendation to sign a three (3) year agreement to contract Maher Duessel to prepare the audit report and financial statement for West Manchester Township for years 2022 to 2024.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

D. POPLARS ROAD BRIDGE CLOSING: Motion to approve permission to close Poplars Road Bridge for maintenance in the 2022 construction season. Project is expected to last three weeks. Applicant has provided the Township a proposed detour route and it has been found acceptable.

MOTION: R. Hickey  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

E. 2022 STRAY ANIMAL HOUSING AGREEMENT: Motion to approve entering an agreement with the SPCA of York County for stray animal housing for the year 2022. The cost will be \$9,730.41, which is the same as last year.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

F. EASEMENT REQUEST: Motion to approve a request from Mr. Senft at 2781 Loman Avenue, to allow him to construct a fence and gate in an existing drainage easement. Mr. Senft is agreeable to signing an agreement with the Board and to pay for all associated expenses.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

G. GREEN-LIGHT-GO GRANT: Motion to ratify authorization given by the Township Manager to Dawood to advertise for and select a contractor to begin improvement project to Route 462 and Zarfoss Road traffic signal. This was due to an accelerated time frame given to complete said project using grant monies received from the State.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

H. APPLICATION FOR PAYMENT: Motion to approve application for payment seven (7) to Mr. Rehab, LLC for the Zarfoss Road to Market Street Sewer Improvement Project in the amount of \$18,742.52.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

I. APPLICATION FOR PAYMENT: Motion to approve application for final payment to Kinsley Construction for the Kenneth Road Paving Project in the amount of \$331,895.66.

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

J. T-864 FINAL LAND DEVELOPMENT PLAN FOR 5 STAR INTERNATIONAL:

Motion to table final land development plan for 5 Star International at 2818 West Market Street. 5 Star International did not present their case at the Zoning Hearing Board meeting scheduled on August 24, 2021, due to not all their voting members being present. Therefore, this item will be placed on the October 28, 2021, Board of Supervisors Meeting Agenda for consideration if approved by the Zoning Hearing Board at its September 28, 2021, meeting.

**ADMINISTRATIVE REPORTS**

- A. Recreation Director: Trimmer's report was reviewed. Informed the Board and public about the upcoming Food Truck even in September.
- B. Finance Director: Whittaker's report was reviewed. No additional comments.
- C. Fire Chief: Chief Laughman's report was reviewed. Chief Laughman informed the Board about the grant received for the fire company.
- D. Police Chief: Chief Snyder's report was reviewed. The Board thanked Chief and staff for another great National Night Out event that was held in beginning of August.
- E. Township Manager: Manager Kelch's report was reviewed. No additional comments.
- F. Engineer: Engineer Cordaro's report was reviewed. No additional comments.
- G. Zoning Officer: Officer Sampere's report was reviewed. No additional comments.
- H. Solicitor: Solicitor Herrold's report was reviewed. No additional comments.
- I. Public Works Director: Director Callahan's report was reviewed. No additional comments.

**APPROVAL OF BILLS**

**BILLS** Motion to pay the following bills as presented:

<b><u>FUND</u></b>	<b><u>CHECK NO.</u></b>	<b><u>AMOUNT</u></b>
Liquid Fuels	1031-1046	\$ 30,651.49
Sewer Checks	4925-4958	\$ 71,374.38
General Fund	30992-31120	\$ 796,003.26
Payroll 16: Pay Pd. Ending 07/31/21	Paytime Vouchers	\$ 121,009.80
Payroll 17: Pay Pd. Ending 08/14/21	Paytime Vouchers	\$ 116,084.47

MOTION: D. Markel  
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:59 p.m.

MOTION: S. Harlacher  
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,  
Kelly K. Kelch, Secretary