

PUBLIC MEETING AGENDA

February 23, 2023

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 from the January 26, 2023, Regular Public Meeting as presented.

IV. OPEN FLOOR DISCUSSION

None

V. UNFINISHED 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 plan is to depict the proposed construction of a retail building and two (2) drive-thru restaurants with associated parking, access drives and stormwater management as part of a shopping center located on the 2.34-acre residual Lot 4 of West Manchester Town Center in the Regional Commercial Zone.

VI. NEW BUSINESS

- A. ORDINANCE 23-02 AMENDMENT OF FIREWORKS CODE: Motion to approve, revise, table or deny Ordinance 23-02, amending the fireworks code by deleting and repealing Chapter 71 thereof entitled "Fireworks" and replacing it with a new Chapter 71 which provides regulation of fireworks.
- B. UPDATE TO NON-UNIFORM EMPLOYEE PERSONNEL AND POLICY MANUAL: Motion to approve, revise, table or deny approving the provided update to the non-uniform employee personnel and policy manual regarding the addition of family sick leave.
- C. RESOLUTION 23-08 DESTRUCTION OF RECORDS: Motion to approve, revise, table or deny Resolution 23-08, destruction of police administrative records per the memo from the police department office manager.
- D. T-873 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR PROPOSED INDUSTRIAL FACILITY FOR 3625 MIA BRAE, LP FOR NORTH ZARFOSS DRIVE-LOT 4B AND ESTABLISH FINANCIAL SECURITY: Motion to approve, revise, table or deny a preliminary/final land development plan for 3625 Mia Brae, LP which depicts the construction of a proposed industrial facility including proposed parking areas and associated

improvements located on Lot 4B (390 North Zarfoss Drive) in the Light Industrial (I-2) Zone. Site Design Concepts submitted a public improvements financial security estimate associated with this project in the amount of \$147,151.40.

- E. T-865 SURETY REDUCTION FOR WESTGATE CAMPUS PHASE 1: Motion to approve, revise, table or deny a request from Doug Gosik of Williams Site Civil, LLC on behalf of BAM Westgate Three, LLC to reduce the financial security for Westgate Campus Phase 1 from \$623,061.45 to \$55,671.55. Dawood Engineers has reviewed the request, inspected the project and provided their recommendation memo to the Board for review. The engineer recommends the requested release in the amount of \$567,389.90.
- F. FIREFIGHTER TAX CREDIT: Motion to approve, revise, table or deny authorizing the Township Solicitor to advertise an ordinance to provide tax credit to Township volunteer firefighters. This Ordinance will then be considered by the Board for approval at its March meeting.
- G. NO PARKING REQUEST: Discussion on a “No Parking” request submitted by a resident for Spring Street due to issues with garbage trucks needing to back out of Spring Steet. An evaluation was completed and a recommendation was made to not restrict parking on this road. If approved, the Board will need to authorize the Township Solicitor to advertise for this Ordinance to be acted on at the March Board meeting.
- H. COMP PLAN/ZONING ORDINANCE: Discussion regarding the selection of a consultant to update the Township comprehensive plan based on interviews held.
- I. BAKER ROAD PROPERTY: Motion to approve, revise, table or deny staff recommendation that the barn is considered a dangerous building and to direct the Solicitor to take the next appropriate steps.
- J. HVAC MAINTENANCE AGREEMENT: Motion to approve, revise, table or deny renewing the HVAC Preventative Maintenance Agreement with HB McClure for a period of one (1) year for \$5,135.00.
- K. TOWNSHIP ADMINISTRATIVE OFFICE IMPROVEMENTS: Motion to approve, revise, table or deny Township office improvements of new carpet and flooring that was budgeted for 2023. Embee and Sons came in as the lowest quote at a price of \$22,045.00.
- L. T-876 BAE STORMWATER IMPROVEMENTS WAIVER REQUEST: Motion to approve, revise, table or deny a waiver request from BAE Systems from the following sections of Stormwater Management Ordinance: §113-17.I.5 Stormwater systems to convey the 25 year storm event; §113-17.H.2 flooded roads or driveways shall not exceed 8 feet in spread for the 10 year storm even located at 1100 Bairs Road at its intersection with Smith Drive.
- M. MR. REHAB CHANGE ORDER #1: Motion to approve, revise, table or deny allowing Mr. Rehab to repair minor issues to the Township sewer system. This project will help reduce I&I from the system and have a measurable impact in addressing the back-ups. The cost of this project is \$96,625.00. This money is already available in the budget.

- N. MR. REHAB CHANGE ORDER #2 (ADDITIONAL INSPECTIONS): Motion to approve, revise, table or deny allowing Mr. Rehab to conduct inspections from Hayward to Derry Road and from the “Gems” development to Derry Road. Mr. Rehab provided an additional quote to add this item as a change order to the existing project. The cost for the two (2) projects would be \$147,250.50.
- O. RESOLUTION 23-09 AMENDMENT TO 2022 BUDGET: Motion to approve, revise, table or deny Resolution 23-09, amendment to the 2022 General Fund budget to more accurately reflect the needs of the Township. Director Whittaker has provided the Board with Resolution 23-09 and an attachment supporting the budget revisions for their review.
- P. APPLICATION FOR PAYMENT REQUEST: Motion to approve, revise, table or deny application for final payment to PSI Pumping Solutions Inc. for the Adams St. Pump Station in the amount of \$2,429.15.
- Q. PURCHASE OF PORTABLE RADIOS: Motion to approve, revise, table or deny the purchase of 93 portable radios from B. Moyer Radio in the amount of \$255,987.84 for the fire and police departments.
- R. WEBSITE UPDATE DISCUSSION: Discussion by the Board on options for updating the Township website to allow for a search bar function and to make information more easy to find. The Board has been provided with a proposal from ProudCity. Staff had a demo and spoke with this company and were very impressed with their expertise.
- S. FIRE CODE ORDINANCE: Discussion by the Board on the proposed Fire Code Ordinance recommendations that were provided to the Board from Chief Laughman.

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