##### PUBLIC MEETING MINUTES

 January 24, 2019

Chairman Hickey called the Public meeting to order at 7:00 p.m.

**ATTENDANCE**

 Supervisors Present: Rosa Hickey, Chairperson

 Steve J. Harlacher , Vice-Chairman

 Dave Markel, Supervisor

 Staff Present: Kelly Kelch, Township Manager

 Lori Trimmer, Recreation Director

 Keith Whittaker, Finance Director

 Stephen Callahan, Public Works Director

 Rachelle Sampere, Zoning Officer

 John Snyder, Chief of Police

 Clif Laughman, Fire Chief

 Paul Wilson, Township Engineer

 John Herrold, Township Solicitor

 Tricia Smeltzer, Stenographer

**PLEDGE OF ALLEGIANCE**

 The Pledge of Allegiance was recited.

**EXECUTIVE SESSION**

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

**PUBLIC COMMENTS**

1. Frank Kempf – Chairman of the York County Rail Trail and a West Manchester Township resident advised the board and public that the York County Rail Trail was finalizing a land purchase of approximately 8 ½ miles of railroad East of Hanover Borough into Spring Grove. The purchase will conclude in 2019, with no construction in 2019. The extension will be built in pieces as funding allows.

#### APPROVAL OF MINUTES

1. The minutes of the December 13, 2018 regular Public Meeting were presented for approval. Motion to approve the minutes of the December 13, 2018 regular Public Meeting as presented.

 MOTION: D. Markel

 SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. The minutes of the January 7, 2019, Re-Organization Public Meeting were presented for approval. Motion to approve the minutes of the January 7, 2019 Re-Organization Public Meeting as presented.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

 None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. RESOLUTION 19-06 HONORING PETE HAINES: Motion to approve Resolution 19-06, Honoring Pete Haines for his 41 years of Police service to the West Manchester Township community.

 MOTION: D. Markel

 SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

1. RESOLUTION 19-07 HONORING ADAM BRUCKHART: Motion to approve Resolution 19-07, Honoring Sgt. Adam Bruckhart for his 7 years of service on the York County Drug Task Force.

 MOTION: D. Markel

 SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

1. RESOLUTION 19-08 DESTRUCTION OF RECORDS: Motion to approve a request to destroy various Fire Department, Finance Department and Police Department records as stated on Resolution 19-08.

MOTION: S. Harlacher

SECOND: D. Markel

 MOTION PASSED UNANIMOUSLY

1. AWARD BIDS FOR TRAFFIC SIGNAL & STREET LIGHTING MAINTENANCE & REPAIR SERVICES: Motion to approve awarding the bid to PA Percs for Traffic Signal & Street Lighting Maintenance / Repair Services.

 MOTION: D. Markel

 SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

1. T-842 FINAL LAND DEVELOPMENT PLAN: Motion to approve a Final Land Development Plan for P3 WMT-1, LLC located at 1230 Roosevelt Avenue, to construct a 120’ tall monopole and associated communications equipment on a 2,298 sq. ft. leased area to the rear of the property in the I-3 General Industrial zone. (3.84 acre parcel – leased space 2,298 sq. ft.). The approval was based upon the applicant agreeing to the following conditions and waivers:

**Conditions:**

1. The applicant shall demonstrate that it is licensed by the Federal Communications Commission to operate a communications tower, if applicable, and a communications antenna.  (§150-322.2.A)  ***Please provide documentation from the FCC.*** *(In-house Zoning Ordinance comment #4)*
2. The applicant shall demonstrate that the proposed communications tower and the communications antenna proposed to be mounted thereon comply with all applicable standards established by the Federal Communications Commission governing human exposure to electromagnetic radiation.  (§150-322.2.B)  ***Please provide documentation from the FCC.*** *(In-House comment #5)*
3. The applicant shall demonstrate that the proposed height of the communications tower is the minimum height necessary to perform its function.  (§150-322.2.H) ***Please provide documentation.*** *(In-house Zoning Ordinance comment #8)*
4. The applicant shall submit a copy of its current Federal Communications Commission license; the name, address and emergency telephone number for the operator of the communications tower; and a certificate of insurance evidencing general liability coverage in the minimum amount of $1,000,000 per occurrence and property damage coverage in the minimum amount of $1,000,000 per occurrence covering the communications tower and a communications antenna. (§150-322.2.M) ***Please provide documentation.*** *(In-house Zoning Ordinance comment #12)*
5. The applicant shall post security with the Township to ensure the removal of the communications tower at the end of its useful life. The security posted by the applicant shall be in an amount determined by the Township Engineer and shall be in the form approved by the Township Solicitor. A communications tower and communications antenna shall be removed within one year following the termination of the use. (§150-322.2.S) ***Financial security shall be required prior to recording the plan.****(In-house Zoning Ordinance comment #17)*

**General Comments:**

1. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)  *(In-house General comment #4)*
2. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)  *(In-house General comment #5)*

**Waiver Requests:**

W1. Preliminary plan. (§121-9) *The applicant has submitted the plan as a Preliminary/Final Land Development Plan.*

W2.  Contours to be shown on the plan.  (§121-14.C.1)  *The applicant has requested a waiver from detailing the existing contours for areas outside of the proposed improvements.*

W3.  Impact Statement.  (§121-14.F.)

MOTION: S. Harlacher

SECOND: D. Markel

 MOTION PASSED UNANIMOUSLY

1. RESOLUTION 19-09 SNOW EMERGENCY DECLARATION : Motion to ratify Resolution 19-09, declaring a Snow Emergency from January 19th 12 p.m. to January 20th 12 p.m. 2019.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

### ADMINISTRATIVE REPORTS

1. Recreation Director: Trimmer’s report was reviewed. No additional comments.
2. Finance Director: Whittaker’s report was reviewed. He mentioned the deficit has been reduced by $12,000 and he mentioned the Mercantile tax has been good. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. He stated that through a Pennsylvania State Fire Commission grant, the township received $26, 653.95, which will be used towards LED lights for the rescue equipment and towards new equipment for the new fire engine that was recently purchased. Motion was made to appoint Steve Hearn to the Fire and Emergency Services Advisory Committee retroactive to January 1, 2019.

MOTION: R. Hickey

SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

1. Police Chief: Police Chief Snyder’s report was reviewed. Chairperson Hickey thanked Chief Snyder for hosting the recent Town Hall meeting. No additional comments.
2. Manager: Manager Kelch’s report was reviewed. It was acknowledged that Assistant Fire Chief Markel was in attendance at tonight’s meeting. No additional comments.
3. Engineer: Engineer Wilson’s report was reviewed. No additional comments.
4. Zoning Officer: The Zoning report was reviewed. No additional comments.

1. Solicitor: Solicitor Herrold’s report was reviewed. Solicitor Herrold mentioned that he would like to address the Board at the conclusion of the meeting before adjournment. Chairperson Hickey appreciates Solicitor Herrold and his diligence in obtaining recent revenues. No additional questions or comments.
2. Public Works Director: Callahan’s report was reviewed. No additional comments.

**STORM WATER MANAGEMENT/MS4**:

 Zoning Officer Sampere noted, during her report, that the Township’s MS4 Storm Water Inspector is available Monday thru Friday, 8 am to 4:30 pm to answer any questions relating to storm water management.

#### APPROVAL OF BILLS

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

 **Fund** **Check No.** **Amount**

 Warrant 19-01 Fund 01 26773 - 26964 $ 1,402,105.68

 WMT Sewer Fund 3832-3875 $ 633,099.59

 Liquid Fuels 616-638 $ 10,696.34

 Payroll 26: Pay Pd. Ending 12/22/18 Paytime Vouchers $ 163,929.18

 Payroll 01: Pay Pd. Ending 01/05/19 Paytime Vouchers $ 165,339.06

 Payroll 02: Pay Pd. Ending 01/19/19 Paytime Vouchers $ 181,378.15

MOTION: D. Markel

SECOND: S. Harlacher

 MOTION PASSED UNANIMOUSLY

Solicitor Herrold presented the Board and Township with a plaque containing an original deed from 1833 for purchase of land believed to be in West Manchester Township. This was presented in appreciation of the township being one of his longest clients.

**ADJOURNMENT**

 Motion to adjourn the regular meeting at 7:34 pm

MOTION: S. Harlacher

SECOND: D. Markel

 MOTION PASSED UNANIMOUSLY

 Respectfully Submitted,

 Kelly K. Kelch, Secretary

 Trish Smeltzer/Stenographer

MOTION TO APPROVE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 SECOND: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_