

PUBLIC BOARD MEETING MINUTES

January 27, 2022

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

ATTENDANCE:

Supervisors Present:	Steven Harlacher - Chairman Ronald Ruman - Supervisor
Supervisor Absent:	Dave Markel – Vice-Chairman
Staff Present:	Kelly Kelch – Township Manager Lori Trimmer – Parks & Recreation Keith Whittaker – Finance Director Dave Markle– Deputy Chief John Snyder – Police Chief Rainer Neidoroest – Engineer Rachelle Sampere – Zoning & Codes Andrew Herrold – Solicitor Rich Shaw – Public Works Laura Mummert – Stenographer

CALL TO ORDER:

The Pledge of Allegiance was recited.

EXECUTIVE SESSION:

Chairman Harlacher announced there were three executive sessions held since the last meeting. On January 3rd, to discuss potential litigation regarding the sale of the wastewater treatment plant to PA American. The second was held on January 6th, to discuss a personnel matter and potential litigation. The third was held prior to tonight's meeting to discuss personnel matters.

PUBLIC COMMENT:

A. Bart Bartholomew, of 1576 Haviland Road, expressed his concern with the fact that Board of Supervisors meeting minutes are not available on the Township website as soon as they are completed, or that the Township does not put public hearing or bid documents on the website for residents to view. Manager Kelch informed Mr. Bartholomew of the appropriate laws and regulations regarding these concerns.

APPROVAL OF MINUTES:

A. The minutes of the December 16, 2021, Public Board Meeting were provided for approval. Motion to approve the Public Meeting Minutes of December 16, 2021, as presented. Supervisor Ruman stated that he was not a Board member at this meeting but was in attendance. He concurred that his recollection of the meeting was correct in the minutes provided.

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

B. The minutes of the January 3, 2022, Re-organizational Meeting were provided for approval. Motion to approve the Re-organizational Meeting Minutes of January 3, 2022, as presented.

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

OPEN FLOOR DISCUSSION:

No discussion was made.

OLD BUSINESS:

A. RV PARKING ORDINANCE: Discussion on the draft RV Parking Ordinance Solicitor Herrold drafted. The Board asked Solicitor Herrold some questions on some aspects of the draft. Motion to approve staff recommendation to authorize the Solicitor to advertise and hold a public hearing at its meeting on February 24th.

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

NEW BUSINESS:

A. PENN WASTE DISCUSSION: Joel Washok from Penn Waste was present to discuss current issues the company is facing in regard to trash collection in the Township. There have been ongoing issues with trash and recycling not being collected in a timely manner. Mr. Washok apologized to the Board and informed them with COVID outbreaks and labor issues have been causing the issues all over the county. They are doing everything

they can to rectify the issue. Manager Kelch that incorporating fines isn't really fixing the problem. The Board asked to please communicate with the Township as much as possible. Mr. Washok was in agreement.

B. PA AMERICAN WATER/YORK CITY ACT 537 PLAN SPECIAL STUDY: Scott Armburst from PA American Water was present to request the Board review and approve a special study revision to the York City 537 Plan. This study is an administration function that is required by the Pennsylvania Department of Environmental Protection (DEP). Mr. Armburst explained this was needed because of the transfer of ownership between York City and Pa American Water.

C. RESOLUTION 22-06 DESTRUCTION OF RECORDS: Motion to approve Resolution 22-06, destruction of records as presented for the finance, police and fire departments.

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

D. T-856 SURETY REDUCTION FOR FINAL LAND DEVELOPMENT PLAN FOR 1441 OLD SALEM ROAD: Motion to approve a request from Cheryl Myers of Integrity First Home Buyers, LLC to return or reduce the letter of credit for the land development plan at 1441 Old Salem Road. Dawood Engineers has provided recommendation to reduce the letter of credit to \$17,798.00 to be held for 18 months as the required maintenance guaranty.

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

E. H.B. MCCLURE HVAC AGREEMENT: Motion to approve a one-year contract with H.B. McClure for a preventative maintenance agreement at a cost of \$4,250.00.

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

F. HANDICAPPED PARKING REQUEST: Motion to approve allowing Solicitor to prepare and advertise an ordinance for a handicap parking spot located at 3170 Robin Road. The ordinance will then be placed on agenda for consideration by the Board at its meeting on February 24th.

MOTION: R. Ruman

SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

G. HANDICAPPED PARKING REQUEST: Motion to approve allowing the Solicitor to prepare and advertise an ordinance for a handicap parking spot located at 129 N. Diamond Street. This ordinance will then be placed on the agenda for consideration by the Board at its meeting of February 24th.

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

H. ROAD CLOSURES: Motion to ratify a road closure on Wilt Drive that occurred on January 19th, South Drive on January 20th, and Breezewood Road on January 24th to the 28th for Columbia Gas to perform a non-emergency line replacement.

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

I. ROAD CLOSURE: Motion to approve a road closure on North Drive that will occur on January 31st until February 4th for Columbia Gas to perform a non-emergency line replacement.

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

J. COLONIAL HOUSE SEWER ISSUE & R-O-W APPLICATION: Discussion by the Board regarding the agreement between Colonial House and the Township would be the permittee for a highway occupancy permit to place sewer lines in the state right-of-way in exchange for a financial contribution. Colonial House has not paid this fee and is requesting the payment be made in three equal payments over a four-year period due to increase in costs. The Board discussed this issue and decided to not entertain this request because they had already agreed to pay the fee all at once. Motion to deny this request was made.

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

K. TRANSPARENCY DISCUSSIONS: Discussion by the Board was had on three topics:

- Continuing to stream Board meetings on the Facebook platforms and archiving the meetings for one (1) year. Chairman Harlacher asked why the 1 year, and Supervisor Ruman said it seemed an appropriate time. They agreed to visit this discussion once the meeting room is updated.
- Meeting agendas posted as soon as available on Township website homepage. Posting on website all terms soon to be expiring for boards and commissions three months prior. Discussion was had about having a link on the homepage that would take you to agenda/minutes. It was agreed to list open positions three months prior. Supervisor Ruman also mentioned to Director Trimmer about the possibility of listing these openings in the Fall Newsletter as well. Director Trimmer said she will see what she can do when the time comes.

L. AMERICAN RESCUE FUNDS: Chief Snyder gave a brief informational discussion on the proposed uses for the two license plate readers that will be purchased using the American Rescue Funds. The Board asked questions, and they were answered by Chief Snyder.

M. NEW ROAD CREW POSITION: Motion to approve staff recommendation to create a new position that will be combined between the road crew and the parks/recreation departments.

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

N. ROAD CLOSURE BAKER ROAD: Motion to approve the upcoming bridge project by PennDOT to close a portion of Baker Road for construction from February 10th, 2022, to the anticipated end date of July 25, 2022. A traffic detour will be in place, and this information will be posted on the Township website and Facebook pages.

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

O. REQUEST FOR PAYMENT: Motion to approve application for payment #6 from PSI Pumping Solutions, Inc., for the Adams Street Pump Station Project in the amount of \$11,784.96.

MOTION: R. Ruman
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. **RECREATION DIRECTOR:** Director Trimmer's report was reviewed. Trimmer thanked the Stewart Foundation for sponsoring the fireworks at the upcoming summer carnival again this year. She mentioned that the Spring/Summer Newsletter is being worked on. Supervisor Ruman asked if a spot in the newsletter could be for informing residents about firework regulations in the Township.
- B. **FINANCE DIRECTOR:** Director Whittaker's report was reviewed. Whittaker announced that CivicPay is up and running for sewer/trash payments. He also mentioned that he and his team have begun issuing water termination for accounts past due.
- C. **FIRE CHIEF:** Chief Laughman's report was reviewed. No further questions.
- D. **POLICE CHIEF:** Chief Snyder's report was reviewed. Snyder wanted to commend his detectives and officers for their great work on a homicide case.
- E. **TOWNSHIP MANAGER:** Manager Kelch's report was reviewed. Kelch asked the Board about what information they would like on the website for their contact information. He also informed Supervisor Ruman that his inquiry about setting up a voicemail option for when the Township is closed would be costly. No action was taken.
- F. **ENGINEER:** Engineer Neideroest'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. Solicitor Herrold did speak of fire ordinance updates coming to echo what Supervisor Ruman expressed as concern during Director Trimmer's report.
- I. **PUBLIC WORKS DIRECTOR:** Rich Shaw is temporarily filling in as Public Works Director. No report was provided this month; however, Mr. Shaw did give the Board a brief overview of what the Public Works Department has been working on. No questions were asked.

STORMWATER MANAGEMENT/MS4

Zoning Officer Sampere noted that the Township's MS4 Storm Water Inspector is available Monday thru 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	31560-31764	\$ 1,393,815.09
Liquid Fuels	1087-1099	\$ 15,688.15
Sewer Fund	5083-5134	\$ 971,477.79
Payroll#26 Pay Ending 12/18/21	Paytime Vouchers	\$ 117,842.62
Payroll#1 Pay Ending 1/1/22	Paytime Vouchers	\$ 131,773.43
Payroll#2 Pay Ending 1/15/22	Paytime Vouchers	\$ 125,081.79

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

ADJOURNMENT:

Motion to adjourn the regular meeting at 8:42 p.m.

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

Attest:

Secretary

Chairman

Vice Chairman

Supervisor