

# **PUBLIC MEETING AGENDA**

January 26, 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 December 15, 2022, Regular Public Meeting as presented.
- B. APPROVAL OF MINUTES: Motion to approve or modify the minutes from the January 3, 2023, Re-Organizational 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: 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. RESOLUTION 23-07 HONORING DENNIS REIGART: Motion to approve, revise, table or deny Resolution 23-07, honoring and celebrating the service of Dennis Reigart for 50 years of service to the residents of West Manchester Township as an EMT and President/CEO of First Capital EMS (West York) Ambulance.
- B. BAKER ROAD GUIDERAIL: Discussion on the ongoing guiderail request from Mr. Zmolek of 1980 Baker Road. Staff will be prepared to give an update on this request.
- C. TRANSIENT SALES WAIVER REQUEST: Discussion and motion whether to allow a transient sales permit request for Mr. Steve Moreira, owner of Hydrangea Haus located at 2035 Carlisle Road. This request is for a food truck to be allowed on this property for a maximum of three (3) months, however where the food truck would be located does not meet the stand-alone ordinance of the 200 feet setback.

- D. RESOLUTION 23-06 DESTRUCTION OF RECORDS REQUEST: Motion to approve, revise, table or deny a request to destroy the provided list of records found on Resolution 23-06 from the finance, police, and fire departments.
- E. APPOINTMENT OF OPEN POSITION ON ZONING HEARING BOARD: Motion to approve, revise, table or deny appointing \_\_\_\_\_ as a member on the Zoning Hearing Board for a one-year term expiring on December 31, 2023, and moving Donna Barshinger to the alternate position effective immediately.
- F. T-870 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR PROPOSED CAR WASH SURETY TO BE ESTABLISHED: Motion to approve, revise, table or deny a recommendation from Dawood Engineers to accept the financial security estimate provided by Site Design Concepts for public improvements related to sanitary sewer, street construction and storm sewer system in the amount of \$190,022.25.
- G. T-874 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR SHEETZ AND SURETY ESTABLISHMENT: Motion to approve, revise, table or deny a preliminary/final land development plan depicting the demolition of the existing Sheetz store and canopies and construction of a new 6,136 sq. ft. Sheetz store with canopy and 10 fueling positions, and 42 parking spaces located at 4025 West Market Street in the Local Commercial (LC) Zone and the General Industrial (I-3) Zone. First Capital Engineering has submitted a financial security estimate of probable costs for improvements associated with this project in the amount of \$1,069,956.00. The sewer planning module shows an increase from 2,000 gallons per day (existing) to 2,042 gallons per day which is equivalent to 6 EDUs. No additional EDUs are proposed to be purchased.
- H. ROAD CLOSURES: Motion to ratify road closures for the following streets:
- Scott St. from Filbert St. to W. Philadelphia St. on January 10<sup>th</sup> for gas line repair.
  - Maple Rd. from Sycamore Rd. to Bank Ln. on January 13<sup>th</sup> for service line repair.
  - Winding Rd. and Spring St. that began in the middle of January and will remain closed for approximately one month to complete a gas main replacement project.
- I. DRAFT FIREWORKS ORDINANCE: Discussion and review of the provided DRAFT Fireworks Ordinance based on the new fireworks laws. Based on this discussion, motion to approve, revise, table or deny allowing the Township Solicitor to prepare and advertise an ordinance for consideration by the Board at its February meeting.
- J. VOLUNTEER FIREFIGHTER TAX CREDIT: Update and discussion from the Township solicitor and Board on the proposed volunteer firefighter tax credit.
- K. ORDINANCE 23-01 SEWER DISTRICT CONSOLIDATION: Motion to approve, revise, table or deny Ordinance 23-01, consolidation of the Lincolnway and Shiloh sewer systems to make rates equitable for all sewer customers.
- L. BARN COMPLAINT ON BAKER ROAD: A complaint was received for an old barn that is falling down on Baker Road. The owner of this barn has been cited multiple times that have yet to pay any fines or make progress on the building itself. Discussion by the Board on what action can be done to facilitate the repair or removal of the barn.

- M. BRENDA ROAD CROSSWALK: Discussion by the Board for a request for the possibility of a crosswalk on Brenda Road for the Trimmer Elementary school. Staff has looked into this request, and have secured estimated costs associated with this crosswalk and other information they will be prepared to share.
- N. YORK COUNTY MOBILE DATA COMPUTER CONTRACT: Motion to approve, revise, table or deny renewing the mobile data computer contract that will run from April 1, 2023, to March 31<sup>st</sup>, 2028. The contract has some minor changes and was provided to the Township Solicitor for review.
- O. MINI EXCAVATOR PURCHASE: Motion to approve, revise, table or deny approval of the purchase of a mini excavator to be shared between the Sewer and Highway Departments. Stephenson Equipment, who is a COSTARS approved vendor, quoted the excavator at \$81,165.00. This item was included in the budget for 2023.
- P. SMALL CONFERENCE ROOM IMPROVEMENT: Discussion on updating the small conference room with a display screen and computer HDMI port for presentation purposes. The cost of these improvements would be \$6,602.34.
- Q. APPOINTMENT OF ALTERNATE SEO: Motion to approve appointing Jason Keegan as alternate SEO for the 2023 year. This item was tabled from the Re-Organizational meeting as the previous alternate SEO is no longer with the company.
- R. UNIVEST BANK AND TRUST: Motion to approve, revise, table or deny entering into a business relationship for the purpose of depositing funds with Univest Bank and Trust.

**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