

PUBLIC MEETING MINUTES

July 29, 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 &
Acting Stenographer
Keith Whittaker – Finance Director
Clif Laughman – Fire Chief
John Snyder – Police Chief
Steve Cordaro – Township Engineer
Rachelle Sampere – Zoning Officer
Andy Herrold – Solicitor
Steve Callahan – Public Works Director

Staff Absent:

Laura Mummert – Stenographer

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENTS

Frank Kibler of 2217 Carlisle Road expressed his concerns to the Board about the current sewer fee per Business versus EDU. His main concern was that the current property he owns is being charged for separate connection units and argues per our ordinance this should be billed as one unit. He provided the Board with the current Township policy and asked the Board to review the current policy and to follow the ordinance going forward.

Tonya Shoff of 2777 Butternut Lane expressed her concern to the Board about the storm water drain basin elevation, and the issues it is causing. Director Callahan and Zoning Officer Sampere took down the information and would look into this issue as soon as possible.

EXECUTIVE SESSION

Chairperson Hickey announced an Executive Session was held prior to tonight’s meeting to discuss personnel matters. No action was taken. She also announced an executive session was held on July 15th, 2021, to discuss pending litigation.

APPROVAL OF MINUTES

A. The Minutes of the June 24, 2021, Public Meeting were provided for approval. Motion to approve the Public meeting Minutes of June 24, 2021, as presented.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

A. ROAD CLOSURE: Motion to ratify a road closure that occurred on July 1st and 2nd, 2021, on Winemiller Lane and Twin Brooks Drive for road paving project.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

B. APPLICATION FOR PAYMENT: Motion to approve application for payment number five (5) from Mr. Rehab, LLC for the Zarfoss Road to Market Street Sewer improvement project. The requested amount is \$42,585.27.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

C. T-862 FINAL SUBDIVISION PLAN KENNETH R. FORD, JR. ANGELL WESNER -FORD AND ANDREW FORD: Motion to approve a final subdivision plan to create 2 parcels along the 4300 block of West Market Street in the Local Commercial Zone. Proposed Lot 1 will be 1.62 acres containing both existing buildings and a parking lot. Proposed Lot 2 will be an undeveloped 1-acre lot. *This plan was originally approved on March 25, 2021, by the Board of Supervisors for the previous owners, Amos K. & Barbie M. Stoltzfus. Mr. & Mrs. Stoltzfus sold the property to the Fords and Wesners prior to the recording of the plan. The current owners wish to move forward with the subdivision. The only changes made to the plan were the parcel ownership and signatures.*

At their meeting on July 29, 2021, the West Manchester Township Board of Supervisors voted to conditionally approve T-862 Final Subdivision Plan for Kenneth R. Ford, Jr. & Angell Wesner-Ford, Andrew Gary Wesner subject to the outstanding comments being addressed prior to recording the plan:

Zoning Ordinance (ZO):

Comments addressed.

Subdivision and Land Development Ordinance (SLDO):

1. Reports. §121-14.E A sewer facilities plan revision or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. ***A non-building waiver has been submitted by the applicant and signed by the Township's SEO for Lot 2 since no development is being proposed at this time. A non-building declaration statement has also been listed on the Cover Sheet of the plan.***
2. §121-15.D.2The address for proposed lot 2 shall be provided by the West Manchester Township Fire Chief.
3. Improvement Guaranty. §121-16. No final plan shall be signed by the Board of Supervisors for recording in the office of the York County Recorder of Deeds unless a financial security in accordance with §121-17 is accepted by the Board of supervisors and the improvements required by this chapter have been installed.
4. Financial Security. §121-17 Financial security shall be required for any proposed public improvements.
5. Maintenance Guaranty. §121-19 A Maintenance guaranty will be required for 18 months from the date of acceptance of dedication by the Board of Supervisors. Said guaranty shall not exceed 15% of the actual cost of installation of said improvements and be of the same type of financial security as required in this Article.

General Comments:

1. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
- 2.. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
3. A new legal description for each of the newly created lots should be recorded with

the plan so that the County Tax Map are updated.

Waivers Requested:

- W1. §121-14.C & §121-15.C Existing Features. Existing features are provided for parcels subject to subdivision and just beyond the property limits due to no proposed improvements for Lot 1 or Lot 2. Existing site features within 200' of the subject tract is relative to future land development.
- W2. §121-30 Stormwater management. This plan is a subdivision plan only, no improvements are proposed for either Lot 1 or Lot 2 at this time. Existing structures and paving shall remain on Lot 1. Lot 2 shall remain undeveloped until such time a formal Land Development Plan is created and submitted for review. Stormwater management design requirements shall apply when proposed site improvements are identified or as part of any future Land Development Plan submission.
- W3. §121-14.F. Impact statements. Impact statements for all non-residential uses. Applicant states this will be addressed as part of a future land development plan.

Deferment:

- D1. §121-25 Sidewalks and curbs shall be provided along the frontage of the entire property unless a waiver of this standard is granted in accordance with §121-11. Sidewalks and curbs shall be designed and constructed in accordance with the West Manchester Township Construction and Material Specifications for Land Development, as amended. This plan is a subdivision plan only, no improvements are proposed for either Lot 1 or Lot 2 at this time. Sidewalks and curbing to be designed as part of any future Land Development Plan submission.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

D. SALE OF EXCESS EQUIPMENT: Motion to approve a request from the Police Department to sell excess equipment per the memo given to the Board by Lieutenant Emig.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

E. YORK CITY WASTEWATER TREATMENT PLANT SALE/RELATED ISSUES:
Motion to ratify the Board's decision to move forward with the protest to the PUC and

filing the attribution issue.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

F. AUTHORIZATION TO WITHDRAW FUNDS: Motion to approve authorizing staff to prepare a letter requesting to withdraw transportation funds from York City. If these funds are not received; staff will seek authorization from the Board to proceed using funds from the sewer fund.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

G. HAVILAND ROAD SEWER EXPANSION: Motion to approve staff recommendation that the Board authorize an expenditure of \$8000.00 to do a geophysical analysis to determine the amount of rock which will help with the design of the project.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

A. Recreation Director: Trimmer's report was reviewed. Spoke about the success of the Olde Tyme Carnival and Park Program this summer.

B. Finance Director: Whittaker's report was reviewed. Director Whittaker did inform Board that work has begun on the 2022 Budget.

C. Fire Chief: Chief Laughman's report was reviewed. The Board commented on the high number of cases, and commended Laughman and the volunteers for doing a great job with this.

D. Police Chief: Chief Snyder's report was reviewed. The Board asked how the York Fair was going. Chief Snyder updated them on any events that had occurred so far.

E. Township Manager: Manager Kelch's report was reviewed. Spoke about the updated Sunshine Law in regards to posting Meeting Agenda's 24 hours before the meeting and not being able to make changes unless it's an emergency. Also noted about the positive confirmation of West Nile Virus. It has been posted on the Township website. Lastly, Manager Kelch spoke about the working group for the York City Wastewater Treatment

Plant sale, and the media's interest currently. Manager Kelch has been doing interviews, and also working internally with the other Township managers.

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.

STORM WATER 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.

APPROVAL OF BILLS

BILLS Motion to pay he following bills as presented:

<u>FUND</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
Liquid Fuels	1021-1030	\$ 6,100.93
Sewer Checks	4880-4924	\$ 828,317.13
General Fund	30831-30991	\$ 499,422.26
Payroll 14: Pay Pd. Ending 07/03/21	Paytime Vouchers	\$ 115,585.19
Payroll 15: Pay Pd. Ending 07/17/21	Paytime Vouchers	\$ 122,971.76

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Motion to adjourn the regular meeting at 7:50 p.m.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary