

## PUBLIC BOARD MEETING MINUTES

July 24, 2025

Chairman Harlacher called the meeting to order at 7:05 p.m.

### ATTENDANCE:

Supervisors Present:

Steven Harlacher - Chairman  
Ron Ruman – Vice Chairman  
George Margetas – Supervisor

Staff Present:

Kelsey Paul – Parks & Recreation  
Keith Whittaker – Finance Director  
Clif Laughman – Fire Chief  
John Snyder – Police Chief  
Kelly Kelch – Township Manager  
Jon Cherry - Engineer  
Rachelle Sampere – Zoning & Codes  
Cory Dillinger – Solicitor  
Laura Mummert – Stenographer  
Rich Shaw – Public Works Director

### CALL TO ORDER:

- A. The Pledge of Allegiance was recited.
- B. Chairman Harlacher announced an executive session took place prior to the meeting to discuss personnel matters.

### PUBLIC COMMENT:

- A. Ms. Karen Washington, 2340 Taxville Road, expressed her concern to the Board about the ongoing issues she and her husband have been having with Township staff regarding the residential development plans they submitted, particularly the sewer plans for the area along Baker Road and Taxville Road. Ms. Washington cannot understand why there is a lack of communication between the Township to her engineer, realtor, and herself. She claims that no one has reached out on the status of the sewer project. The decision was made to not move forward with the Townships part of the project since a financial agreement could not be met. Manager Kelch was unaware she had not been contacted about the Township's decision to not move forward with the sewer extension project. Ms. Washington asked what she should do next. Manager Kelch informed her to submit the original drawings and move through the process with that.

- B. Mr. Milt Steinhauser, 2583 Grandview Park Drive, came to express his concern over the sewer/trash bill. He explained to the Board that he does not understand why a single person needs to pay the same as a larger family when he is not using as much. Manager Kelch and Director Whittaker explained to Mr. Steinhauser why the Township must charge a set rate to all residential customers. Mr. Steinhauser asked why the rate was so high for sewer. Manager Kelch explained the sale of the treatment plan in York to PA American and how the rates increased from that takeover.

#### **APPROVAL OF MINUTES:**

- A. The minutes of the June 26, 2025, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of June 26, 2025, as presented.

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

#### **OPEN FLOOR DISCUSSION:**

- A. Vice-Chairman Ruman announced that it was brought to his attention by a resident that a private utility insurance solicitation was being mailed out to our residents. He wanted to inform residents this was not a utility bill or any mailing that came from the Township. He also instructed Township staff to place this on the Township website.

#### **OLD BUSINESS:**

- A. UPDATE ON DANGEROUS BUILDING: At this time, there is not an update for the dangerous building located at 4320 West Market Street.

#### **NEW BUSINESS:**

- A. SANITARY SEWER, AND STORMWATER ENGINEER APPOINTMENT: Motion to approve appointing HRG as sanitary sewer and stormwater engineer. The Board interviewed this company and have decided to move forward with appointing them. Dawood Engineering will still remain the Township engineer.

MOTION: R. Ruman

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

- B. ZONING ORDINANCE TEXT AND MAP AMENDMENT FOR PROPOSED DATA CENTER OVERLAY (DCO) ZONE – Attorney Jamie Strong was in attendance to answer any questions the Board may have. Attorney Strong also informed the Board and staff that they will have a public meeting for residents to come and ask questions at a separate date from the Board meeting in the near future. Motion to approve Township staff to forward the proposed Zoning Ordinance text and map amendment for the proposed Data Center Overlay (DCO) Zone to the York County Planning Commission and to the West Manchester Township Planning Commission for their review and comments. Staff also requests permission for the Township Solicitor to advertise a public hearing for the proposed Zoning Ordinance text and map amendment. The public hearing will be scheduled for the September 2025 Board Meeting.

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- C. WESTMINSTER DRIVE FENCE ISSUE: Motion to approve allowing the property owners at 2549 Westminster Drive to apply for and receive a waiver from the Board to allow their existing fence to be replaced in the 10' wide utility easement.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- D. WEST MANCHESTER TOWNSHIP COMPREHENSIVE PLAN: Motion to approve adoption of the proposed West Manchester Township Comprehensive Plan.

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- E. AUDIT ENGAGEMENT LETTER: Motion to approve entering into a four (4) year agreement contract with Maher Duessel to prepare the audit report and financial statement for West Manchester Township's financial accounts in place of the elected Board of Auditors for the years 2025 to 2028.

MOTION: G. Margetas

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- F. AMENDMENT TO THE AMENDED AND RESTATED INTERGOVERNMENTAL COOPERATION AGREEMENT FOR THE IMPLEMENTATION OF THE YORK COUNTY REGIONAL CHESAPEAKE

BAY POLLUTANT REDUCTION PLAN - Motion to approve a request from Pam Shellenberger, York County Planning Commission, to adopt and sign the amendment to the intergovernmental cooperation agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan.

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- G. RESOLUTION 2025-10 TO EXTEND THE TERM OF THE AMENDED AND RESTATED INTERGOVERNMENTAL COOPERATION AGREEMENT FOR THE IMPLEMENTATION OF THE YORK COUNTY REGIONAL CHESAPEAKE BAY POLLUTANT REDUCTION PLAN – Motion to approve adopting and signing the resolution to extend the term of the amended and restated intergovernmental cooperation agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan which was to end on December 31, 2025 to be extended to December 31, 2030.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- H. RESOLUTION 25-02 FEE SCHEDULE UPDATE: Motion to approve a request from the Parks and Recreation Department to update Resolution 25-02, to add a new fee for non-residents who rent the park fields, courts, or pavilions. Also, a green space rental fee would be added.

MOTION: R. Ruman

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

- I. BID AWARD TRAFFIC LINE AND SYMBOL PAINTING: Motion to approve awarding the Traffic Symbol and Line Painting bid award to D.E. Gemmill Inc. in the amount of \$62,857.00. D.E. Gemmill Inc. came in as the lowest bidder.

MOTION: G. Margetas

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- J. APPLICATION FOR PAYMENT: Motion to approve payment of AFP #2, AFP #3 and AFP #4 for ADA Ramp Upgrade Project addressing pedestrian ramps in an area south of Bannister St. and north W. Market St. bound by N. Scott St. and N. Diamond St.

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

K. ROAD CLOSURE REQUEST: Motion to approve a road closure request for the following streets for paving from July 28th through August 8th . The roads are as follows:

- Leonard Street from N. Scott St. to N. Oxford St.
- Worth Street from N. Scott St. to Borough Line
- N. Oxford Street from Leonard St. to Filbert St.
- Orange Street from N. Scott St. to N. Diamond St.
- Filbert Street from N. Scott St. to N. Diamond St.
- Stanton Street from N. Oxford St. to N. Forrest St.
- N. Scott Street from W. Philadelphia St. to Bannister St.
- N. Gotwalt Street from W. Philadelphia St. to N. Scott St.

MOTION: G. Margetas  
SECOND: S. Harlacher  
MOTION PASSED UNANIMOUSLY

L. POLICE FEASIBILITY STUDY PROPOSAL: The Police Department is requesting the Board to consider entering into an agreement with MW Studios to provide a professional feasibility study for renovations and an addition to the police department in the amount of \$60,475.00. Vice Chairman Ruman made a motion to amend this request. He would like it to say that if this is approved, the Board will ask Manager Kelch to reach out to PA Department of Community and Economic Development (DCED) to request a study on regionalizing the police department. Vice Chairman Ruman clarified that he is not advocating for regionalization, but feels it in the best interest to look into this considering the high cost renovations and adding an addition on to the police department will be for the Township. Supervisor Margetas voiced his concern for this amendment and said he would not second this motion. Chairman Harlacher also disagreed, and would not second the motion. Motion died for lack of second motion.

A motion was made to approve entering into an agreement with MW Studios to provide a feasibility study for renovations and an addition to the police department in the amount of \$60,475.00.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED WITH A 2-1 VOTE

M. WEST YORK AREA SCHOOL DISTRICT FINANCIAL SECURITY

AGREEMENT FOR MAIN CAMPUS IMPROVEMENTS - Motion to approve an agreement with West York Area School District for the financial security in the amount of \$2,704,708.00 associated with the main campus improvements as part of the conditionally approved land development plan (T-898).

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

**ADMINISTRATIVE REPORTS:**

- A. RECREATION DIRECTOR: Director Paul's report was reviewed. Director Paul announced that the online registration will launch for the public on August 1<sup>st</sup>. Chairman Harlacher thanked her for her work on bringing this option to the Township. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. Director Whittaker announced the audit was completed and will place the final copy on the Township website when staff receives it. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Chief Laughman announced that things at the York Fair are running smoothly. No further questions.
- D. POLICE CHIEF: Chief Snyder's report was reviewed. Chief Snyder announced that Lieutenant Emig was applying to attend FBI training. He will keep the Board informed on this progress. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch's report was reviewed. Kelch announced that retired Township Solicitor John Herrold shared with Manager Kelch a write up about by the firm that constructed the Township building and how it was one of their best designs in their history. No further questions.
- F. ENGINEER: Engineer Niederoest report was reviewed. Engineer Jon Cherry was in attendance. No further questions.
- G. ZONING OFFICER: Officer Sampere's report was reviewed. No further questions.
- H. SOLICITOR: Solicitor Herrold's report was reviewed. Solicitor Cory Dillinger was in attendance. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw's report was reviewed. Vice Chairman Ruman asked Director Shaw to please look at the pot holes on South Salem Church Road. No further questions.

**STORMWATER MANAGEMENT/MS4**

Zoning Officer Sampere noted that the Township's MS4 Storm Water Inspector is available Monday through 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:

<b><u>FUNDS</u></b>	<b><u>CHECK NO.</u></b>	<b><u>AMOUNT</u></b>
General Fund	37200-37315	\$ 488,428.62
Liquid Fuels	1697-1703	\$ 425,057.86
Sewer Fund	6594-6620	\$ 1,957,816.16
Payroll #14 Pay Ending 06/28/25	Paytime Vouchers	\$ 135,802.35
Payroll #15 Pay Ending 07/12/25	Paytime Vouchers	\$ 140,103.26

MOTION: R. Ruman  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

**ADJOURNMENT:**

Motion to adjourn the meeting at 8:05 p.m.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY