##### PUBLIC MEETING MINUTES

June 27, 2019

Chairman Hickey called the Public meeting to order at 7:01 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

Steve Cordaro, 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.

Chairman Hickey also announced that Former Fire Chief John Bierling passed away last week and she wanted to take a moment to recognize him. Fire Chief Laughman, Manager Kelch, Chairman Hickey, and Supervisor Markel all took a few minutes to speak very highly of John Bierling.

**PUBLIC COMMENTS**

#### APPROVAL OF MINUTES

1. The minutes of the May 23, 2019, regular Public Meeting were presented for approval. Motion to approve the minutes of the May 23, 2019 regular Public Meeting as presented.

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

#### OPEN FLOOR DISCUSSION

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

1. OLDE TYME CARNIVAL FIREWORK’S PERMIT AND FEE WAIVER:  Motion to approve a request for a firework’s permit with the fireworks to be held on Tuesday, July 23, 2019, with a rain-date of July 24, 2019 at Trimmer Elementary School for the purpose of the Recreation Department’s Olde Tyme Carnival. In addition to the approval to allow the fireworks, they are approving the $500 fireworks fee be waived since this is a township event.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. ADVERTISEMENT OF NO PARKING SIGNS: Motion to approve a request for advertising an Ordinance that restricts parking on a portion of School Street. A traffic study was approved by the board last month and the results were completed by Lt. Matt Emig. Staff suggested the existing two No Parking signs be re-adjusted.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. DANGEROUS OBSTRUCTION IN RIGHT-OF-WAY: Motion to approve a request by staff to remove a dangerous tree within the road right-of-way located on the property of 933 Stoverstown Road. Staff will make every attempt to contact Penn Dot to see if they want to take action since technically, this is their right of way. In the event they do not take action, the Board approved Township staff to remove the tree.

MOTION: R. Hickey

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. T-834 FINAL LAND DEVELOPMENT PLAN SURETY REDUCTION: Motion to approve a request from Athan Margetas to reduce the original surety amount of $28,852.73 by $24,524.82 – retaining $4,327.91 for a required maintenance guaranty.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. T-835 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN SURETY REDUCTION: Motion to approve a request from Manchester Mall Associates, LLC to reduce the original surety amount of $132,596.20 by $112,706.77 – retaining $19,889.43 for a required maintenance guaranty.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. SURETY REDUCTION - 3001 WEST MARKET STREET: Motion to approve a request from Keystruct Construction to reduce the original surety amount of $141,524.90 in full due to the likelihood that Keystruct will never do the flex office paving project covered by Bond Number SU1128323. The letter from Keystruct states that once the bond is released, the approvals for this project will no longer be valid.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

1. T-845 REVISED FINAL LAND DEVELOPMENT PLAN: Motion to approve a Revised Final Land Development Plan for Bickel’s Snack Foods located at 1120 Zinn’s Quarry Road for a proposed building expansion and silo pad. Grant Anderson from Site Design Concepts was in attendance to answer any questions and to present the steps that Bickel’s has taken to alleviate the noise that a resident had complained about. Approval was given with the stipulation that Bickel’s would continue to work with the Township if any future complaints arise and with the following Comments and Waivers:

*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. The applicant agrees to continue to work with their neighboring properties and West Manchester Township to address future concerns any Township residents may have.

The following *waivers* were granted by the Board of Supervisors:

W1. Preliminary plan. (SLDO: 121-9)

W2. Existing contours at a minimum vertical interval of two feet (2’). (SLDO: 121-

14.C.1)

W3. Existing features within 200’ of the property. (SLDO: 121-14.C.3)

W4. Sidewalks and curbs. (§121-25)

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

1. T-846 FINAL LAND DEVELOPMENT PLAN: Motion to approve a Final Land Development Plan for Apple Honda’s proposed redevelopment located at 1313 Kenneth Road. Scott Devo, from Site Design Concepts, was in attendance to answer any questions the Board may have. Manager Kelch mentioned that a meeting was held with Mr. Devo, himself, and Zoning Officer Sampere to discuss the pros and cons of a possible connection from Marbrook to Kenneth Road. No decisions were made and discussions will continue on this topic, but for the time being approval for the Final Land Development Plan is given with the following Comments and Waivers:

*General Comments:*

1. All administrative items shall be addressed prior to plan recording (O&M

Agreement, payment of all invoices, etc.)

2. All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)

3. The applicant is willing to continue to discuss a possible connection of Marbrook

Lane to Kenneth Road.

The following *waivers* were granted by the Board of Supervisors:

W1. Preliminary Plan. (§121-9) Which requires the submission of a preliminary plan

application and approval prior to the submission of a final plan application.

W2. Sheet Size. (§121-14.A.3) Which requires that the sheet size shall be no larger

than 24”x36” in the plan set.

W3. Sidewalks and Curbs. (§121-25) Which requires sidewalks and curbs shall be

provided along the frontage of the entire property.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

### ADMINISTRATIVE REPORTS

1. Recreation Director: Trimmer’s report was reviewed. The board corrected the date on the report to reflect Thursday, July 4, as being the date for the Annual Independence Day parade. No additional comments.
2. Finance Director: Whittaker’s report was reviewed. He mentioned one correction to his report. The pension audit was supposed to begin today, but due to a conflict by the auditors, the new date is tentatively set for the second week of July. No additional comments.
3. Fire Chief: Chief Laughman’s report was reviewed. No additional comments.
4. Police Chief: Police Chief Snyder’s report was reviewed. Supervisor Markel mentioned what an honor it was today to be able to do a ride-along with Sergeant Hinds. No additional comments.
5. Manager: Manager Kelch’s report was reviewed. He had the following items to add to his report:

1. The Police Department made a conditional offer of employment to someone in

order to prepare for Officer Roehm’s upcoming retirement. The new officer

will be starting the academy on Monday, July 1. Also, the department is in the

process of interviewing candidates for the replacement of Detective Snell with

his end of the year retirement.

2. Steve Callahan was instrumental in obtaining monetary reimbursement for

delaying the paving of the township road projects in order to accommodate

Columbia Gas’s schedule.

1. Engineer: Engineer Wilson’s report was reviewed. No additional comments.
2. Zoning Officer: The Zoning report was reviewed. No additional comments.

1. Solicitor: Solicitor Herrold’s report was reviewed. He wanted to mention that Manager Kelch and Public Works Director Callahan have been working with counsel and Solicitor Herrold thinks the township is in good position for this legal matter. No additional 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 19-06 Fund 01 27504 - 27669 $ 637,123.62

WMT Sewer Fund 4002-4037 $ 837,741.56

Liquid Fuels 709-721 $ 13,578.09

Payroll 11: Pay Pd. Ending 05/25/19 Paytime Vouchers $ 167,130.94

Payroll 12: Pay Pd. Ending 06/08/19 Paytime Vouchers $ 160,088.33

Payroll 13: Pay Pd. Ending 06/22/19 Paytime Vouchers $ 167,696.57

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Motion to adjourn the regular meeting at 7:32 pm

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,

Kelly K. Kelch, Secretary

Trish Smeltzer/Stenographer

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

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

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