

PUBLIC BOARD MEETING MINUTES

June 25, 2020

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

ATTENDANCE

Supervisors Present Remotely:

Steve Harlacher – Chairman
Dave Markel – Vice Chairman
Rosa Hickey – Supervisor

Staff Present:

Kelly Kelch – Township Manager
Andy Herrold (Remotely) – Solicitor
Laura Mummert – Stenographer

CALL TO ORDER

Manager Kelch stated that this Public Meeting would be closed to the public due to the COVID-19 Pandemic and the Governor's instruction for Stay-At-Home practices. However, this meeting was live to the public through the Township's Recreation and Fire Department Facebook pages. It was also stated that residents could make public comment on these pages and it would be addressed. Manager Kelch also provided two phone numbers that the public could call in with any concerns/questions.

Manager Kelch announced there was an executive session held on June 9th at 7 p.m. to discuss personnel matters. He also announced an executive session was held prior to the meeting to discuss personnel matters. No action was taken.

PUBLIC COMMENT

No comments were made.

APPROVAL OF MINUTES:

A. The May 28, 2020 Minutes were provided for approval. Motion to approve the May 28, 2020 Minutes as presented.

MOTION: D. Markel

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

No discussion was made.

OLD BUSINESS

None.

NEW BUSINESS

- A. TRAFFIC SIGNAL AGREEMENT:** Motion to approve a traffic signal agreement between West Manchester Township and Manchester Township for traffic signal installation at intersection of Roosevelt Avenue and Innovation Drive (UPMC Hospital) which is shared by both Townships.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- B. CONSTRUCTION FUND AGREEMENT:** Motion to approve a construction agreement between West Manchester Township and York City Sewer Authority. This agreement is for Buckhart Horn to perform a master plan on behalf of connected municipalities for needed interceptor improvements.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- C. MEMORANDUM OF UNDERSTANDING:** Motion to approve a Memorandum of Understanding with York City Sewer Authority. This agreement establishes an administrative fund to pay for various expenses incurred by the working group, and is based on each entity's percentage of capacity in the plant.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

D. REMOVAL OF PARCELS FROM LERTA AREA: Motion to approve authorizing the Township Solicitor to prepare and advertise an Ordinance to remove included parcels in the LERTA area of Zarfoss Drive and S. Salem Church Road, and abolish the LERTA zone.

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

E. EMERGENCY DECLARATION DISCUSSION: Motion to approve allowing the Emergency Declaration due to COVID-19 expire, considering the County of York is in the “green phase”.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

F. REZONING REQUEST: Motion to approve a request from Township staff to forward a rezoning request for two (2) parcels along Roosevelt Avenue and Westgate Drive to the West Manchester Township Planning Commission and the York County Planning Commission for review, comments and recommendation. If approved, Township staff also requests the Board allow the Township Solicitor to advertise the rezoning request and set a public hearing date of August 27, 2020.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer’s report was reviewed. No comments were made.
- B. FINANCE DIRECTOR: Director Whittaker’s report was reviewed. No comments were made.
- C. FIRE CHIEF: Chief Laughman’s report was reviewed. No comments were made.
- D. POLICE CHIEF: Chief Snyder’s report was reviewed. No comments were made.

- E. TOWNSHIP MANAGER: Manager Kelch made the announcement that at its May 27, 2020 Public Meeting, the Shiloh Water Authority Board passed the motion to remove fluoride from its water system effective August 31, 2020. It was discussed and asked by Manager Kelch and the Board that the Authority send this information to the residents via mail to inform them of the decision and post on the Township website.

A motion was made to approve appointing Gene Williams to the vacant term on the Shiloh Water Authority Board. Vice Chairman Markel motioned to approve, and Supervisor Hickey second the motion. The motion was passed unanimously.

Manager Kelch discussed with the Board that a policy be put in place for food trucks that come into the Township. The policy states that the truck must be licensed by the state and comply with regulations set forth by the state. The food trucks are also not allowed when there is another Township event going on that would cause conflict.

Manager Kelch announced that there is a sink hole on the corner of Kenneth Road and Trolley Road. This area of the Township is prone to sink holes. The Public Works Department is working on repairing the hole.

- F. ENGINEER: Engineer Cordaro's report was reviewed. No comments were made.
- G. ZONING OFFICER: Officer Sampere's report was reviewed. No comments were made.
- H. SOLICITOR: Solicitor Herrold's report was reviewed. No comments were made.
- I. PUBLIC WORKS DIRECTOR: Director Callahan's report was reviewed. No comments were made.

BILLS:

Motion to pay the bills as presented:

<u>FUNDS:</u>	<u>CHECK No:</u>	<u>AMOUNT:</u>
Liquid Fuels	855-869	\$ 9,002.25
Sewer Fund	4398-4436	\$ 1,100,818.22
General Fund	29177-29291	\$ 536,442.92
Payroll #12 Pay End 06/06/20	Paytime Vouchers	\$ 167,065.10
Payroll #13 Pay End 06/20/20	Paytime Vouchers	\$ 168,220.05

MOTION: R. Hickey
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

A. Chairman Harlacher praised the Township staff for going above and beyond during this time, and for being flexible with the changes being made. He also commended the Township residents for their patience at this time.

Motion to adjourn the Public Meeting at 7:19 p.m.

MOTION: D. Markel
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY