

PUBLIC MEETING MINUTES

June 24, 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
Clif Laughman – Fire Chief
John Snyder – Police Chief
Steve Cordaro- Township Engineer
Rachelle Sampere – Zoning Officer
Andy Herrold – Solicitor
Steve Callahan – Public Works Director
Laura Mummert – Stenographer

Staff Absent: Keith Whittaker – Finance Director

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

AWARDS AND RECOGNITIONS

A. RESOLUTION 21-10; HONORING BRENDA BROWN: Motion to approve Resolution 21-10, Honoring Brenda Brown for her 22 years of service as Receptionist to the citizens of West Manchester Township.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

B. RESOLUTION 21-11; HONORING DONNA HOLLERBUSH: Motion to approve Resolution 21-11, Honoring Donna Hollerbush for her 24 years of service as Zoning Assistant to the citizens of West Manchester Township.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

C. RESOLUTION 21-12; HONORING DEBORAH IDE: Motion to approve Resolution 21-12, Honoring Deborah Ide for her 6 years of service as Billing Officer to the citizens Of West Manchester Township.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

D. RESOLUTION 21-13; HONORING SERGEANT PATRICK HINDS: Motion to approve Resolution 21-13, Honoring Sergeant Patrick Hinds for his 35 years of service as Police Sergeant to the citizens of West Manchester Township.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

E. RESOLUTION 21-14; HONORING POLICE OFFICER BRIAN SCHLEMMER: Motion to approve Resolution 21-14, Honoring Police Officer Brian Schlemmer for his 30 years of service as Police Officer to the citizens of West Manchester Township.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

F. RESOLUTION 21-15; HONORING JOHN HERROLD, ESQ.: Motion to approve Resolution 21-15, Honoring John Herrold, Esq., for his 41 years of service as Township Solicitor to the citizens of West Manchester Township.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Mr. Herrold spoke to the Board after his recognition and shared stories of his time with the Township. He thanked the Board, Manager Kelch, the Department Heads, and the residents of West Manchester Township for allowing him to serve for so many years.

PUBLIC COMMENTS

Jean Herman of 2982 Ridings Way thanked the retirees for their service to the Township. She specifically pointed out the Police Department retirees, and thanked Officer Schlemmer for his time being one of the SRO's for the West York Area School District.

Ronald Shellenberger of 1042 W. Locust Street, expressed his concerns to the Board about various neighbor issues that have been ongoing in his neighborhood. He also expressed his concern for a nearby business. Manager Kelch informed Mr. Shellenberger that Chief Snyder would look into some of these issues, as well as Zoning Officer Sampere would look into business's running that shouldn't.

Ron Ruman of 2873 Dove Drive asked the Board for an update on the York City Sewer Sale, and the discussions with Dover Township on possibility of connecting to their treatment plant. The Board and Manager Kelch explained to Mr. Ruman as well as other residents where we stand with negotiations, as well as what has been discussed with Dover Township, and a possible wastewater treatment plant in Bairs Station area. Mr. Ruman asked the Board if they would consider accepting public comment and be sure to advertise on website, Facebook pages, etc. before a Public Hearing would be held for consideration of any agreement. The Board agreed to do so. Finally, Mr Ruman asked the Board if the Township had applied for the American Rescue Plan Act monies, and Manager Kelch informed him we had, and that we will be receiving money from this.

William Stockwell of 1890 Normandie Drive thanked the Board for their statement on the Wastewater Treatment issue, and asked they come up with an action plan on how they will proceed forward, as well as being sure to consider all options before an agreement with PA American Water.

Doctor Adrienne Avillion of 106 Stonegate Road expressed her concern for better communication of events and meetings happening so that the residents can be better informed. The Board informed Dr. Avillion that as of March 2020, all meetings have been live streamed over the Township Parks & Recreation Facebook page. The Township also advertises the meeting on the Township website. Dr. Avillion asked if there could be better ease of use on the website, and possibly live stream on the Township website as well. The Board thanked her for her recommendations.

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 June 7, 2021, to discuss pending litigation.

APPROVAL OF MINUTES

A. The Minutes of the May 27, 2021, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of May 27, 2021, as presented.

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION

None

OLD BUSINESS

None

NEW BUSINESS

A. FINANCIAL SECURITY REDUCTION & ESTABLISH MAINTENANCE GUARANTY T-848 FINAL LAND DEVELOPMENT PLAN FOR 3625 MIA BRAE, LP: Motion to approve a request from 3625 Mia Brae, LP to reduce financial security for the final land development plan for the development of an industrial building located at 400 North Zarfoss Dr. from the original \$641,388.33 to \$124,060.25 to be held for completion of the remaining work items. This also included the 15% maintenance guaranty to be held for 18 months as per §121-19. Dawood Engineers provided their recommendation for approval.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

B. REQUEST TO PERMIT DOGS AT WESTGATE PARK: Motion to approve allowing leashed dogs at the new Westgate Park. Currently leashed dogs are permitted at Sunset Lane, Dunedin and the Little Conewago Creek Conservation Area.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

C. DESTRUCTION OF RECORDS: Motion to approve destruction of records from the Police Department as follows:

- 2015: Accidents, Traffic Citations & Driving Records, Read File, MCSAP Reports, Certificates of Accuracy for Vehicles, Requests for Police Reports, Routine Correspondence, Monthly Reports, False Alarm Letters & Invoices, Selective Speed Enforcement, and Seized License/Registrations.
- 2018: Parking Tickets, Warnings, PT-10's Incidents & Services (with attachments), Criminal History Checks (no record found), Dog Law, Curfew, Abandoned Vehicle Letters, and Solicitation Permit Applications.

MOTION: D. Markel

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

D. JOEL WASHOK & ANDREW RAFFENSBERGER: PENN WASTE UPDATE: Two (2) representatives from Penn Waste, Joel Washok and Andrew Raffensberger, provided an update to the Board and residents in regard to the ongoing collection issues we are facing in the Township. The spoke of staffing shortages, and issues with getting parts to fix their trucks. The Board thanked them for their information. The Board reminded them that Penn Waste has a contractual agreement with the Township that states all trash/recycling collection will be done on the scheduled day. The Township has been keeping track of missed streets each week and taking action as necessary.

ADMINISTRATIVE REPORTS

- A. Recreation Director: Trimmer's report was reviewed. No additional comments.
- B. Finance Director: Whittaker's report was reviewed. No additional comments.
- C. Fire Chief: Chief Laughman's report was reviewed. Chief Laughman asked for the Board's approval for the Fireworks Permit to allow fireworks at the Olde Thyme Carnival being held in July. Vice-Chairman Harlacher made a motion to approve the request, and Supervisor Markel second the motion. Motion was passed unanimously.

- Chief Laughman also informed the Board that the Fire Station merger between Lincolnway and Shiloh fire companies was complete as of Monday, June 21st. The Board commended Chief on his hard work over the years and achieving this. Laughman warned the Board along with the residents that fake solicitation from a Volunteer Firefighters Alliance asking for donations. Do not send money to them. Finally, Chief read a letter he received from a battalion chief in Harrisburg recognizing his firefighters, and what an amazing job they did at a fire in York City.
- D. Police Chief: Chief Snyder's report was reviewed. Chief Snyder informed the Board that the police department is busy prepping for what will most likely be a very busy York Fair this year. He also mentioned he was chosen to help with diversity training for Columbia Gas Company.
 - E. Township Manager: Kelch's report was reviewed. Manager Kelch asked the Board to approve authorizing staff to acquire funds received from the American Rescue Plan Act, and to appoint Manager Kelch and Keith Whittaker as representatives for the funds given. Vice-Chairman Harlacher made a motion to approve the request, and Supervisor Markel second the motion. Motion was passed unanimously.
 - 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: 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 relating to storm water management.

APPROVAL OF BILLS

BILLS: Motion to pay the following bills as presented:

Fund	Check No.	Amount
Liquid Fuels	1014-1020	\$ 3,023.86
Sewer Checks	4834-4879	\$ 1,252,411.48
General Fund	30692-30830	\$ 582,769.92
Payroll 12: Pay Pd. Ending 06/05/21	Paytime Vouchers	\$ 118,783.23
Payroll 13: Pay Pd. Ending 06/19/21	Paytime Vouchers	\$ 118,061.93

MOTION: D. Markel
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Motion to adjourn the regular meeting at 8:50 p.m.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

Respectfully Submitted,
Kelly K. Kelch, Secretary