

PUBLIC BOARD MEETING MINUTES

June 23, 2022

Chairman Harlacher called the meeting to order at 6:59 p.m.

ATTENDANCE:

Supervisors Present:

Steven Harlacher – Chairman
Dave Markel – Vice Chairman
Ronald Ruman – Supervisor

Staff Present:

Lori Trimmer – Parks & Recreation
Keith Whittaker – Finance Director
Clif Laughman – Fire Chief
John Snyder – Police Chief
Rainer Neidoroest – Engineer
Rachelle Sampere – Zoning & Codes
John Herrold – Solicitor
Laura Mummert – Stenographer

Staff Absent:

Kelly Kelch – Township Manager
Rich Shaw – Public Works

CALL TO ORDER:

The Pledge of Allegiance was recited.

EXECUTIVE SESSION:

Chairman Harlacher announced there was an executive session held prior to tonight's meeting to discuss personnel matters.

PUBLIC COMMENT:

Mr. Randy Drais, 1860 Hayward Road, asked the Board why a listing of stormwater and sewer repairs was not available on the Township website or Facebook pages as requested. The Board informed Mr. Drais this would be looked into and put on the website as soon as possible.

APPROVAL OF MINUTES:

- A. The minutes of the May 26, 2022, Public Board Meeting were provided for approval. Motion to approve the Public Meeting Minutes of May 26, 2022, as presented.

MOTION: D. Markel
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION:

No discussion was made.

OLD BUSINESS:

None

NEW BUSINESS:

- A. PRESENTATION OF THE WEST MANCHESTER TOWNSHIP FIRE DEPARTMENT STRATEGIC PLAN: Chief Laughman presented the fire department five-year strategic plan. This plan includes a road map of what was accomplished, and what the department hopes to complete in next five years. Supervisor Ruman asked a few questions. He asked Chief Laughman if the Live-in Program was something new and if it is being advertised to potential fire fighters. Chief Laughman responded that this was something that has been in place for some time and was advertised. Supervisor Ruman asked about looking into offering firefighters incentive programs such as smoking cessation programs, etc. Chief Laughman said he would investigate this. Supervisor Ruman asked Chief to consider creating an agreement between other fire departments to help share the cost for large dollar items, and address challenges together. The Fire Department Strategic Plan will be placed on the July agenda for approval by the Board.

- B. WYNDHURST COURT ROAD CLOSURE: Motion to ratify a road closure for a portion of Wyndhurst Court Road that occurred on June 7th for Columbia Gas to perform an emergency leak repair.

MOTION: D. Markel
SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

- C. ORDINANCE 22-06 LARGE COMMERCIAL VEHICLE: Motion to approve Ordinance 22-06, not allowing large commercial vehicles to park on local Township streets in residential areas due to safety and aesthetic issues.

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

D. SURETY REDUCTION FOR T-854 FINAL LAND DEVELOPMENT PLAN FOR PROJECT PHOENIX: Motion to approve a request from Kinsley Properties to reduce the required surety from \$3,208,978.00 to \$341,203.55. Dawood Engineers has reviewed the request and provided recommendation memo to the Board to reduce the required surety and retain \$627,283.55 of the improvement guaranty.

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

E. HAVILAND ROAD SEWER EXTENSION PROJECT BID AWARD: Motion to approve awarding Wexcon Inc. the bid award for the Haviland Road sewer extension project. Wexcon Inc. came in as the lowest bidder out of four (4) bids submitted at a price of \$478,461.00.

MOTION: S. Harlacher
SECOND: D. Markel
MOTION PASSED UNANIMOUSLY

F. WEST MARKET STREET ISOLATION UPGRADES & VALVE REPAIR PROJECT: Motion to approve authorizing Dawood to bid the West Market Street Isolation Upgrades and Valve Repairs Project. This work needs to be completed to install new pumps which have been ordered and to restore use of the third pump. Engineer Niederoest gave a brief summary to the Board of why this is important to authorize.

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

G. HAYWARD AREA SEWER INVESTIGATION & REHAB PROJECT: Motion to approve authorizing Dawood to assemble bid documents and bid the project. This project will address the needed repairs discovered in 2021 and investigate sources of infiltration and inflow in this area from laterals. Engineer Niederoest gave a brief summary to the Board of the importance of moving forward with this project.

MOTION: R. Ruman
SECOND: D. Markel
MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. **RECREATION DIRECTOR:** Director Trimmer’s report was reviewed. Ms. Trimmer updated the Board on playground, the July carnival, and parade. Supervisor Ruman asked Ms. Trimmer to include the new ordinances recently adopted for RV’s and large vehicles in the fall newsletter. She agreed to do so. No further questions.
- B. **FINANCE DIRECTOR:** Director Whittaker’s report was reviewed. Director Whittaker announced that the 2021 audit would begin the following week. He also reminded residents about the two eligible programs available to help with sewer payments. No further questions.
- C. **FIRE CHIEF:** Chief Laughman’s report was reviewed. No further questions.
- D. **POLICE CHIEF:** Chief Snyder’s report was reviewed. No further questions.
- E. **TOWNSHIP MANAGER:** Manager Kelch’s report was reviewed. No further questions.
- F. **ENGINEER:** Engineer Neideroest’s report was reviewed. Mr. Neideroest updated the Board on stormwater and sewer projects. Some of the projects were approved to move forward under New Business. He spoke about the Sunset Park project and Supervisor Ruman asked for an update on the Warwick and Rainbow Circle projects. Mr. Neideroest that they started the specifications metering program. No further questions.
- G. **ZONING OFFICER:** Officer Sampere’s report was reviewed. No further questions.
- H. **SOLICITOR:** Solicitor Herrold’s report was reviewed. No further questions.
- I. **PUBLIC WORKS DIRECTOR:** Mr. Shaw’s report was reviewed. No further questions.

STORMWATER 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.

BILLS: Motion to pay bills as presented:

| <u>FUNDS</u> | <u>CHECK NO.</u> | <u>AMOUNT</u> |
|-------------------------------|-------------------------|----------------------|
| General Fund | 32279-32401 | \$ 491,419.68 |
| Liquid Fuels | 1162-1173 | \$ 23,205.45 |
| Sewer Fund | 5282-5321 | \$ 60,975.90 |
| Payroll#12 Pay Ending 6/4/22 | Paytime Vouchers | \$ 116,170.35 |
| Payroll#13 Pay Ending 6/18/22 | Paytime Vouchers | \$ 118,748.33 |

MOTION: D. Markel

SECOND: R. Ruman
MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

Motion to adjourn the regular meeting at 7:33 p.m.

MOTION: S. Harlacher
SECOND: D. Markel
MOTION PASSED UNANIMOUSLY