

PUBLIC BOARD MEETING MINUTES

March 25, 2021

Chairperson Hickey called the meeting to order at 7:00 p.m

ATTENDANCE:

Supervisors Present Remotely:

Rosa Hickey - Chairperson
Steven Harlacher – Vice-Chairman
Dave Markel – absent

Staff Present:

Kelly Kelch – Township Manager
Andrew Herrold – Solicitor
Clif Laughman – Fire Chief
Laura Mummert – Stenographer

CALL TO ORDER:

Manager Kelch announced an executive session was held prior to tonight's meeting to discuss a personnel issue. No action was taken. There was an Executive Session held on March 16th to discuss potential acquisition of real property. No action was taken.

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.

PUBLIC COMMENT:

A. None

APPROVAL OF MINUTES:

A. The minutes of the February 25, 2021 Public Board Meeting were provided for approval. Motion to approve the Public Meeting Minutes of February 25, 2021 as presented.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

OPEN FLOOR DISCUSSION:

No discussion was made.

OLD BUSINESS:

None.

NEW BUSINESS:

- A. **EMERGENCY ROAD CLOSURE:** Motion to approve ratifying the road closure on W. Philadelphia St. between Oxford St. and Berwick St. that occurred on March 2, 2021, from 2 p.m. to 7 p.m. for an emergency gas line repair by Columbia Gas.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- B. **FIREMAN’S RELIEF ASSOCIATION AGREEMENT:** Motion to approve entering into an agreement with the Fireman’s Relief Association of West Manchester Township for Relief to contribute \$23,235.75 towards the purchase of the new Utility for the Fire Department. Total cost of the vehicle is \$70,931.50. If the vehicle is ever sold that a prorated share of 32.75% will go back to relief.

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- C. **T-862 PRELIMINARY/FINAL SUBDIVISION PLAN FOR AMOS L. & BARBIE M. STOLTZFUS:** Motion to approve preliminary/final subdivision plan to create two parcels along the 4300 block of West Market St. in the Local Commercial Zone. Proposed lot 1 will be 1.62 acres containing both existing buildings and parking lot. Proposed lot 2 will be an undeveloped 1-acre lot.

Comments:

Subdivision and Land Development Ordinance (SLDO):

1. Reports. §121-14.E A sewer facilities plan revision or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. *A non-building waiver*

has been submitted by the applicant and signed by the Township's SEO for Lot 2 since no development is being proposed at this time. A non-building declaration statement has also been listed on the Cover Sheet of the plan.

2. §121-15.D.2 The address for proposed lot 2 shall be provided by the West Manchester Township Fire Chief.
3. Improvement Guaranty. §121-16. No final plan shall be signed by the Board of Supervisors for recording in the office of the York County Recorder of Deeds unless a financial security in accordance with §121-17 is accepted by the Board of supervisors and the improvements required by this chapter have been installed.
4. Financial Security. §121-17 Financial security shall be required for any proposed public improvements.
5. Maintenance Guaranty. §121-19 A Maintenance guaranty will be required for 18 months from the date of acceptance of dedication by the Board of Supervisors. Said guaranty shall not exceed 15% of the actual cost of installation of said improvements and be of the same type of financial security as required in this Article.

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. A new legal description for each of the newly created lots should be recorded with the plan so that the County Tax Map are updated.

Waivers Requested:

- W1. §121-14.C & §121-15.C Existing Features. Existing features are provided for parcels subject to subdivision and just beyond the property limits due to no proposed improvements for Lot 1 or Lot 2. Existing site features within 200' of the subject tract is relative to future land development.
- W2. §121-30 Stormwater management. This plan is a subdivision plan only, no improvements are proposed for either Lot 1 or Lot 2 at this time. Existing structures and paving shall remain on Lot 1. Lot 2 shall remain undeveloped until such time a formal Land Development Plan is created and submitted for review. Stormwater management design requirements shall apply when proposed site improvements are identified or as part of any future Land Development Plan submission.

- W3. §121-14.F. Impact statements. Impact statements for all non-residential uses. Applicant states this will be addressed as part of a future land development plan.

Deferment:

- D1. §121-25 Sidewalks and curbs shall be provided along the frontage of the entire property unless a waiver of this standard is granted in accordance with §121-11. Sidewalks and curbs shall be designed and constructed in accordance with the West Manchester Township Construction and Material Specifications for Land Development, as amended. This plan is a subdivision plan only, no improvements are proposed for either Lot 1 or Lot 2 at this time. Sidewalks and curbing to be designed as part of any future Land Development Plan submission.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- D. SRO CONTRACT: Motion to approve the revised School Resource Officer (SRO) Agreement between West York School District and West Manchester Township as presented. This revised agreement would take the previous two (2) SROs to one (1) SRO for the upcoming school year (2021-2022).

MOTION: S. Harlacher
SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

- E. KENNETH ROAD PROJECT CONTRACT AWARD: Motion to approve entering into an agreement with Kinsley Construction, Inc., and provide Notice to Proceed for the road, sidewalk, and stormwater inlet improvements for the Kenneth Road Project in the amount of \$328,172.99.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- F. AUTHORIZATION OF PAYMENT: Motion to approve authorization of payment to Witmer Public Safety Group Inc., in the amount of \$263,755.00 for the purchase of a Self-Contained Breathing Apparatus for the Fire Department. The funds will come

from the Assistance to Firefighters Grant the department received through FEMA.

MOTION: R. Hickey
SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. 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. Manager Kelch asked the Board to consider a motion to approve Resolution 21-09. This was a Resolution to extend the time period from April 15th, 2021 to May 17th, 2021 for Business taxes to be due based on the current government changes. Chairperson Hickey made a motion to approve Resolution 21-09, and Vice-Chairman Harlacher second it. Motion was passed unanimously.
Manager Kelch asked the Board to consider rescinding Resolution 04-18, Warrantless Arrest Policy. This policy was recently amended in Resolution 20-21 at the September 2020 Board Meeting. Vice-Chairman Harlacher made a motion to rescind Resolution 04-18, and Chairperson Hickey second it. Motion was passed unanimously.
Manager Kelch spoke about the York City Sewer Authority, and that they voted to sell the wastewater treatment center to PA American Water. Manager Kelch said that the York Area Regional Sewer Authority (YARSA) will be meeting with the PUC attorney to prepare for objection to this transfer. Chairperson Hickey and Vice-Chairman Harlacher made statements as well on behalf of this sale. That they are opposed to this sale, and they, along with Manager Kelch and the YARSA are doing everything they can to help fight it.
- F. ENGINEER: Engineer Cordaro's report was reviewed. 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: Director Callahan's report was reviewed. No further questions.

BILLS: Motion to pay bills as presented:

<u>FUNDS</u>	<u>CHECK NO.</u>	<u>AMOUNT</u>
General Fund	30287-30409	\$ 512,664.08
Liquid Fuels	972-989	\$ 23,108.61
Sewer Fund	4713-4760	\$ 181,637.41
Payroll#05 Pay Ending 02/27/21	Paytime Vouchers	\$ 115,934.64
Payroll#06 Pay Ending 03/13/21	Paytime Vouchers	\$ 114,922.22

MOTION: S. Harlacher

SECOND: R. Hickey

MOTION PASSED UNANIMOUSLY

ADJOURNMENT:

Motion to adjourn the regular meeting at 7:19 p.m.

MOTION: R. Hickey

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

Attest:

Secretary

Chairman

Vice Chairman

Supervisor