

PUBLIC BOARD MEETING MINUTES

May 25, 2023

Chairman Harlacher called the meeting to order at 7:00 p.m.

ATTENDANCE:

Supervisors Present:	Steven Harlacher – Chairman Ronald Ruman – Vice Chairman Dave Markel – Supervisor (remote)
Staff Present:	Lori Trimmer – Parks & Recreation Keith Whittaker – Finance Clif Laughman – Fire Chief (Remote) John Snyder – Police Chief Rainer Neidoroest – Engineer Rachelle Sampere – Zoning & Codes Andy Herrold – Solicitor Rich Shaw – Public Works Laura Mummert– Stenographer
Staff Absent:	Kelly Kelch – Township Manager

CALL TO ORDER:

A. 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:

- A. Representative Seth Grove offered a citation to the West Manchester Fire Department for the Shiloh Fire Companies 100th anniversary. Wayne Harper and Bob Sells from the Township Fire Advisory Committee also spoke.
- B. Agenda item 'J' under New Business was moved to act on at this time by Chairman Harlacher. Resolution 23-11 Honoring the 100th Anniversary of the Shiloh Fire Company. Chairman Harlacher read the Resolution and presented this to the Fire Chief, Clif Laughman. Vice-Chairman Ruman made a motion to approve the

Resolution, and Supervisor Markel second the motion. Motion was passed unanimously.

APPROVAL OF MINUTES:

- A. The minutes of the April 27, 2023, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of April 27, 2023, as presented.

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

OPEN FLOOR DISCUSSION:

None

OLD BUSINESS:

None

NEW BUSINESS:

- A. 2025 TRANSPORTATION IMPROVEMENT PROGRAM: Ms. Heather Bitner from the York County Planning Commission gave a brief presentation to the Board and staff regarding the 2025 transportation improvement program. The Board did not have any questions for Ms. Bitner.
- B. WEST MANCHESTER TOWNSHIP STRATEGIC PLAN PRESENTATION: Mr. Dave Black and Mr. Tedd Wheeler gave a power point presentation to the Board and staff of the Township strategic plan and roll-out. The Board did not have any questions or comments.
- C. LITTLE CONEWAGO CREEK POLLUTION REDUCTION PROJECT: Mr. Zane Williams, MS4 Coordinator for the Township provided the Board with information the Little Conewago Creek project and the efforts being made to reduce pollution. The Board had some questions on what was being done, and what effects it would have in the future for this area. Staff requested approval for a financial contribution if needed to continue with this project. Mr. Williams stated the cost would roughly be \$75,000 over five (5) years. The Board agreed to give support if a formal request was made in the future for the financial contribution.
- D. FINANCIAL SECURITY REDUCTION REQUEST FOR T-861 FINAL LAND DEVELOPMENT: Motion to approve a request from White Street Investors, LLC to reduce the Letter of Credit posted October 7, 2022, in the amount of \$627,687.89. Taco

Bell has been completed; however, the required improvements at the Mavis Discount Tire are still under construction. Dawood Engineers has inspected the site, reviewed the request and provided a recommendation memo to the Board for consideration. Dawood recommends releasing \$574,365.01 and retaining \$53,322.88 which includes the 15% maintenance guaranty.

MOTION: S. Harlacher

SECOND: D. Markel

BOTH MOTIONS PASSED UNANIMOUSLY

- E. T-879 FINAL SUBDIVISION PLAN FOR LANDS OF SUNRISE HOLDINGS, L.P. AND 1128 ROOSEVELT AVENUE, LLC: Scott DaBell from Site Designs was in attendance to answer any questions the Board may have. The Board asked if all conditions would be able to be met and Mr. DaBell agreed they will be met. Motion to approve the existing conditions of parcel 14 and a portion of parcel 34 which will be subdivided off and combined to parcel 14 located at 1060 Marbrook Lane (York City) and 1128 Roosevelt Avenue (West Manchester Township).

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- F. OLDE TIME CARNIVAL FIREWORKS PERMIT AND FEE WAIVER: Motion to approve a request for a fireworks permit with the fireworks to be held on Tuesday, July 18th, 2023, with a rain-date of July 19th, 2023, at Trimmer Elementary School for the purpose of the Recreation Department's Olde Time Carnival. In addition to the request to allow fireworks, they are requesting the \$500 fireworks fee be waived since this is Township event.

MOTION: S. Harlacher

SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

- G. ROAD CLOSURE: Motion to ratify the following road closures that occurred in the Township:

- Locust Lane from Bank Lane to Wyndhurst Court was closed May 17th from 9 a.m. to 3 p.m. for emergency gas line repair.
- South Salem Church Road from Route 234 to Mobile Climate Control's entrance on May 24th from 7:30 a.m. to 3 p.m. for clearing tree limbs and removal of some trees.
- Leonard Street and Worth Street sporadically from May 8th to May 26th for Columbia Gas to replace the main line.
- Orange Street and Filbert Street sporadically from May 22nd to June 9th for Columbia Gas to replace the main line.

MOTION: R. Ruman

SECOND: S. Harlacher
MOTION PASSED UNANIMOUSLY

- H. ROAD CLOSURE REQUEST: Motion to approve a road closure request from Jalana Firestone to close Stanton Street from North Gotwalt Street to North Scott Street on July 1st, 2023, between the hours of 1 p.m. and 10 p.m. for a holiday block party.

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

- I. EXTERIOR MEETING ROOM WINDOWS DISCUSSION: Ms. Laura Mummert, Administrative Assistant for the Township, gave the Board a brief overview of the ongoing issues in the large meeting room with sun exposure and at certain times of the day, the sun making it hard for people to see. After obtaining two quotes it was found that East Side Film Co. came in with the lowest quote of \$14,000.00. Ms. Mummert clarified the reason only two (2) quotes were obtained was a lack of companies that do this kind of work. Motion was made to approve moving forward with using East Side Film Co. to do the tinting on the exterior windows of the large meeting room.

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

- J. RESOLUTION 23-11 HONORING THE 100TH ANNIVERSARY OF THE SHILOH FIRE COMPANY: This item was moved to the beginning of the meeting to be acted on during the presentation with Scott Grove and members of the fire department.

- K. APPLICANT FOR CROSSWALKS: Motion to approve authorization to have the Township act as the applicant to PennDot for the West York School District for the painted crosswalks at the intersections of Bannister St. at North Sumner, and Bannister St. at North Clinton. The school district will take care of the costs associated with installation and maintenance of these crosswalks.

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

- L. POLARIS ADVISOR'S DISCUSSION: Staff made the Board aware of an issue that occurred between Polaris and the Township and recommended that the Board approve staff being allowed to seek proposals for a new plan administrator for the Township's 457 Plan. After some discussion, the Board made a motion to approve this request.

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

M. COMPREHENSIVE PLAN UPDATE REQUEST: Vice-Chairman Ruman asked to discuss with the Board about suspending work on the comprehensive plan update and request the Township Manager obtains from the consultant the cost to terminate their contract. Vice-chairman Ruman feels that it's a difficult time to proceed with the comprehensive plan and would like to suspend it. Chairman Harlacher disagreed with him, and expressed his concern for the cost of doing this plan and that the agreement had already been executed at the April meeting. He asked Engineer Neidoroest what the cost was to do the update to the plan and he responded it was roughly \$99,000.00. Chairman Harlacher expressed his concern for wasting taxpayers' money. Vice Chairman Ruman expressed his concern that he felt there would be a difference of opinions when moving through this process and that it could affect the overall product in the end. Vice-Chairman Ruman retracted his motion to suspend the work on the comprehensive plan.

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. Trimmer announced that the numbers are higher than from the previous year for park registration. She also discussed some security issues that occurred at Loman Park with the portable toilet. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. Whittaker announced that the refund for the Green Light Go project was received. He also informed the Board that the grant application for the Haviland Road sewer project would be submitted in June before the deadline. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Laughman announced that the new fire engine was finally in the production stages. 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 was not in attendance.
- F. ENGINEER: Engineer Niederoest report was reviewed. No further questions.
- G. ZONING OFFICER: Officer Sampere's report was reviewed. Sampere informed the Board that there was one sewer connection and three that applied for permits on Haviland Road. No further questions.
- H. SOLICITOR: Solicitor Herrold's report was reviewed. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw's report was reviewed. Shaw thanked the Board for allowing South Salem Church Road to be closed to take care of the tree clearing that was becoming a safety concern for motorists. No further questions.

STORMWATER MANAGEMENT/MS4

Zoning Officer Sampere noted that the Township's MS4 Storm Water Inspector is available Monday through 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	33724-33834	\$ 690,991.21
Liquid Fuels	1309-1323	\$ 6,679.12
Sewer Fund	5686-5720	\$ 208,052.48
Payroll #10 Pay Ending 05/06/23	Paytime Vouchers	\$ 116,920.70
Payroll #11 Pay Ending 05/20/23	Paytime Vouchers	\$ 119,426.76

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

ADJOURNMENT:

Motion to adjourn the regular meeting at 8:36 p.m.

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