

## PUBLIC BOARD MEETING MINUTES

May 28, 2026

Chairman Harlacher called the meeting to order at 7:36 p.m.

### ATTENDANCE:

Supervisors Present:

Steven Harlacher – Chairman  
Ron Ruman – Vice Chairman

Staff Present:

Kelsey Paul – Parks & Recreation  
Keith Whittaker – Finance Director  
Clif Laughman – Fire Chief  
John Snyder – Police Chief  
Kelly Kelch – Township Manager  
Ryan Cummings - Engineer  
Rachelle Sampere – Zoning & Codes  
Andrew Herrold – Solicitor  
Chad Baker - Public Works  
Laura Mummert – Stenographer

### CALL TO ORDER:

A. The Pledge of Allegiance was recited.

### EXECUTIVE SESSION:

Chairman Harlacher announced there was an executive session held before the evenings meeting to discuss personnel matters. He also announced the Board met on May 20<sup>th</sup>, to conduct interviews for the vacant Supervisor position.

### PUBLIC COMMENT:

A. Pastor Jesse Loggans, representative from Calvary Baptist Church located at 2740 Roosevelt Avenue, came to ask the Board if the church could be refunded for the purchase of garbage stickers. He informed the Board that the church is using a dumpster now for trash collection and no longer need the stickers they purchased. The Board agreed they could have a refund and to come into the office to receive it.

B. Mr. George Margetas, 2270 Trotter Ridge Court, thanked the Board and staff for allowing him the opportunity to serve on the Board of Supervisors. He also thanked everyone for his recent appointment to the State Representative position.

### APPROVAL OF MINUTES:

A. The minutes of April 23, 2026, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of April 23, 2026, as presented.

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

- B. The minutes of April 23, 2026, Public Hearing were provided for approval. Motion to approve the Public Hearing Minutes of April 23, 2026, as presented.

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

- C. The minutes of May 12, 2026, Special Meeting were provided for approval. Motion to approve the Special Meeting Minutes of May 12, 2026, as presented.

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

**OPEN FLOOR DISCUSSION:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

- A. ACCEPTANCE OF RESIGNATION: Motion to approve accepting the resignation request from Supervisor George Margetas due to his newly appointed position as State Representative.

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

- B. BOARD OF SUPERVISORS VACANCY: Motion to appoint Felicia Dell to the vacant Supervisor position due to the resignation of former Supervisor George Margetas. Ms. Dell will fill the vacancy when she is sworn in and serve until the term end date of December 31, 2027.

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

C. ORDINANCE 26-03 AMENDING THE CODE OF WEST MANCHESTER TOWNSHIP:

Motion to approve Ordinance 26-03, adoption of the proposed text amendment of West Manchester Township. Specifically amending the administrative portions of the Township subdivision and land development ordinance.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

D. 99 HOKES MILL ROAD REZONING REQUEST: Attorney Peter Ruth was in attendance to represent the owner of this request. Motion to approve Township staff to forward the request for a 0.63-acre parcel located at 99 Hokes Mill Road to the West Manchester Township Planning Commission and York County Planning Commission for review, comments and recommendations. The Township Solicitor will advertise for a public hearing for this request at the July Board of Supervisors meeting to allow adequate time for review and comments.

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

E. T-907 FINAL PHASE 1 SUBDIVISION AND LAND DEVELOPMENT PLAN FOR ESTATES AT HONEY RUN AND FINANCIAL SECURITY ESTIMATE: Mr.

Craig Smith was in attendance representing the client for this plan. Mr. Smith answered questions by the Board regarding sidewalks being placed along Baker Road which he agreed will happen. Mr. Smith informed the Board that the proposed cul-de-sac will be longer than allowed temporarily until the entirety of this project is completed. Mr. Smith also requested that the Board reduce the escrow amount to \$25,000.00. The Board agreed to do this as long as a written agreement drafted by the Township Solicitor was signed. A motion to approve phase 1 of the final subdivision and land development plan for the Estates at Honey Run depicting the creation of 35 single family residential lots and 2 homeowners association lots containing open space and stormwater management facilities, associated roads and sidewalks located along the south side of Baker Road near the intersection of Sunset Lane. HRG has reviewed the financial security estimate and recommends the Board of Supervisors require surety in the amount of \$4,037,504.00. This plan is conditionally approved subject to the following comments being addressed prior to recording the plan:

**Sanitary Sewer (Chapter 109):** (HRG Review Memo #2)

1.	Drawing LD-46, Sheet 46:  a. Laterals shall connect to the main at a 90-degree angle, Lot 43 shall be adjusted accordingly. Lot 43's lateral alignment shown on LD-48 shall be adjusted as well. (HRG Review Memo #2)
2.	Drawing LD-47, Sheet 47:

	a. Laterals shall connect to the main at a 90-degree angle, Lot 6 shall be adjusted accordingly. (HRG Review Memo #2)
3.	Drawing LD-49, Sheet 49:  a. Provide laterals to the road right-of-way for the three properties with the gravity sewer from MH-5 to MH-3 passes. <b>The developer shall extend laterals and provide caps after the cleanout at the right-of-way for homeowner's future connections in order for the Township to accept the sanitary sewer system for dedication.</b> (HRG Review Memo #2)

**Stormwater Management Ordinance (SWM):** Comments addressed.

**Subdivision and Land Development Ordinance (SLDO):** (\*Indicates comments not addressed from previous review letters. – HRG Review Memo #2)

1.	*Provide planned community documents and homeowners' association documents to be reviewed and approved by the Township Solicitor [General]. (HRG Review Memo #1 & 2)
2.	*§121-15.D For future ease of reference, provide building setback labels/dimensions on all sheets. No response was provided by the applicant, nor does it appear building setback labels/dimensions have been provided as requested. (HRG Review Memo #2)
3.	§121-15.F.8 <i>Such written notices of approval as required by this chapter, including written notices approving the water supply systems, sanitary sewage systems and stormwater runoff to adjacent properties.</i> The Applicant indicates that these will be provided. Provide verification that YCCD approved the E&S control plan. (YCCD Review Memo) (The Applicant Engineer's memo dated 4/21/2026 indicates that the remaining comments from Buchart Horn pertaining to the water system design are being addressed concurrently with this resubmission.)
4.	§121-17 <i>Financial security. Financial security shall be in the form of letter of credit, escrow account or some alternative type of financial security posted by a reputable chartered lending institution or bonding company authorized to do business in Pennsylvania and is subject to review by the Township Solicitor for adequacy.... The amount of financial security shall be equal to 110% of the cost of completion estimated as of ninety (90) days following the date scheduled for completion by the developer....</i> If providing a bond or a letter of credit, the Township prefers them to be automatically extending or evergreen. HRG recommended to the Board of Supervisors that they require financial security in the amount of \$4,037,504. The Board of Supervisors voted to require financial security in the recommended amount of \$4,037,504 at their public meeting on May 28, 2026.
5.	§121-17.D <i>In addition to the bonds or other security required, the applicant...shall deliver to the Township a check payable to the Township in an amount equal to 3.5% of the bond or other security. The amount deposited by the applicant shall be used by the Township to cover the costs of</i>

	<p><i>assuring the proper construction, and completion of improvements, including inspection, administrative costs and other related costs... If the amount deposited by the applicant is not sufficient to cover such costs, the applicant shall furnish additional amounts from time to time when notified to do so. The Board of Supervisors agreed to authorize the Applicant to provide an initial engineering escrow deposit in the amount of \$25,000. The Applicant will replenish the funds when notified to do so in accordance with §121-17.D of the West Manchester Township Subdivision and Land Development Ordinance and in accordance with the developer's agreement established with West Manchester Township. The Applicant will be responsible for paying the fees incurred by the Township's Solicitor for the same.</i></p>
6.	<p><i>§121-18 Dedication and acceptance of improvements. All improvements shall be deemed to be private improvements and only for the benefit of the specific project until such time as the same have been offered for dedication and formally accepted by the Board of Supervisors. No responsibility of any kind with respect to improvements shown on the final plan shall be transferred until the improvements have been formally accepted. All requests for dedication shall follow the current procedures of the Township of West Manchester.</i></p>
7.	<p><i>§121-19 Maintenance guaranty. The Board of Supervisors shall require the applicant to submit a maintenance guaranty or other approved guaranty as specified herein, guaranteeing the structural integrity as well as function of any improvement shown on the final plan for a term not to exceed 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.</i></p>
8.	<p><i>§121-21 As-built plan. Prior to the issuance of occupancy permits, submit 2 copies of the as-built plans to the Township Zoning Department. One (1) copy of the plan will be distributed to the Township Engineer. The Applicant has requested a waiver.</i></p>
9.	<p><i>*§121-14.D.11 &amp; §121-15.D Proposed names for new streets. §121.23.G Street names and signs. Names for new streets shall not duplicate or closely resemble names of existing streets within the same postal area. All new street names are subject to approval by the Township. Applicant indicates that the street names are currently being discussed. Please submit the proposed street names to Fire Chief Laughman for consideration at <a href="mailto:claughman@wmtwp.com">claughman@wmtwp.com</a>. Street signs shall be installed at all new street intersections. Street signs shall be furnished and installed by the Township after acceptance of the street. The cost of the street sign, as established by resolution of the Board of Supervisors, will be billed to the developer. (HRG Review Memo #1) (YCPC Review Memo) <b>RGS is coordinating potential street names and will initiate the street name approval process. The potential street names shall be furnished to the Fire Chief at the email address noted above for consideration. All associated requirements are acknowledged 4/21/2026.</b> No response was provided by the applicant, nor does it appear to have been provided for all new lots. (HRG Review Memo #2)</i></p>

10.	<i>§121-23.K Street improvements. All streets must be constructed in accordance with the prevailing West Manchester Township construction and material specifications for land development. The final surface course shall not be installed until directed by the Township.</i>
11.	Confirm the temporary cul-de-sac street's temporary situation will not exceed two years. Additionally, as Phase 1 only proposed one full access point to a public street, it is recommended to provide a secondary stabilized temporary emergency access [121-23.N.1]. (HRG Review Memo #1) <b>Applicant Engineer's letter dated 4/21/2026 indicates the temporary cul-de-sacs are intended to be removed following the approval of a Phase 2 Subdivision and Land Development Plan which is expected to occur within two years. As discussed with the Planning Commission on March 10, 2026, given the scale of Phase 1 the plan does not propose a secondary stabilized temporary emergency access.</b>
12.	*Provide the recreation fee-in-lieu [121-36.B]. (HRG Review Memo #1)  <i>1. The amount of the fee shall be set by resolution (23-02 - \$1,500 per dwelling unit) of the Board of Supervisors <b>Acknowledged. 4/21/2026</b></i>  <i>2. The fee shall be paid to the Township prior to approval of the final plan. (HRG Review Memo #2)</i>

**General/Administrative Comments:**

1.	An Operation and Maintenance Agreement is required prior to approval by the Board of Supervisors. (§113-27)
2.	All original seals, signatures and notarizations shall be provided on each copy of the final plan and report prior to being recorded. (§113-18.D)
3.	All Land Disturbance Activity shall not be initiated until a Stormwater Management Permit has been issued [113-23]. (HRG Review Memo #1)
4.	The applicant shall schedule a pre-construction meeting with the Township, Township Engineer, and Township Stormwater Engineer prior to the start of any construction [113-24]. (HRG Review Memo #1 & 2)
5.	The applicant shall be responsible for scheduling all required inspections with 48-hours' notice [113-24]. (HRG Review Memo #1 & 2)
6.	Upon completion of all required improvements and prior to release of the performance bond, the applicant shall submit an as-built plan [113-25]. (HRG Review Memo #1 & 2)
7.	Provide an improvement guarantee. (§113-28) (HRG Review Memo #2)
8.	All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
9.	The final plan, as approved by the Board of Supervisors, shall be submitted in electronic format (i.e. PDF) after recording with all required signatures on the plan.

**Existing Waivers Approved by BOS on 12/18/2025:**

W1.	§121-14.C.3 Existing features within 200 feet of the subject property. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W2.	§121-26.D.4.a Lot depth compared to lot width. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W3.	§121-33.C Shade trees. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W4.	§121-25 Sidewalks and curbs to stop sidewalk and curb along Baker Road short of the property line in three instances. Approved by the BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W5.	§113-17.E Stormwater basin bottom slope. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W6.	§113-12.P & §113-17.L Stormwater Pipe Diameter. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W7.	§113-17.H.1 Inlet Placement. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)
W8.	§113-17.G.4 Pipe Velocity. Approved by BOS 12/18/2025 as part of the Preliminary SD & LD Plan (T-901)

**The Board of Supervisors voted to approve the following waiver requests at their public meeting on May 28, 2026:**

W9.	§121-21 As Built Plans. Applicant is requesting a waiver to allow occupancy permits to be issued prior to submission of as-built plans. As a residential subdivision, occupancy will occur incrementally as individual homes are constructed. Additionally, the project is phased, and the conversion of E&S BMPs to their post-construction configurations will not occur until the site is substantially completed and stabilized. As a result, certain as-built information will not be available until later stages of construction. HRG recommends the BOS approve the waiver request.
W10.	§121-23.N Temporary cul-de-sac length. To allow temporary cul-de-sac(s) to exceed 750 feet in length. HRG recommends the BOS approve the waiver request.

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

F. T-908 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR RAISING CANE’S RESTAURANT AND DRIVE-THRU & FINANCIAL SECURITY ESTIMATE: Ms. Amy Farrel, a representative from Raising Cane’s, was in attendance to address questions and concerns from the Board and staff. After the Board reviewed the plans, both Supervisors and Chief Snyder and Laughman raised concern for traffic and safety, especially at grand opening. Ms. Farrel addressed their concerns, explaining traffic studies were thoroughly done and that Raising Cane’s has precautions in affect that if traffic is starting to build they can change the way customers enter and exit through their drive-thru. Ms. Farrel also said that typically they work with local law enforcement to add extra help during the grand opening time frame. A motion to approve the preliminary/final land development plan depicting the demolition of the

existing Lyndon Diner and redevelopment of the property located at 1353 Kenneth Road for the proposed 3,432 sq. ft. Raising Cane's restaurant and drive-thru, outdoor seating, associated parking and underground stormwater management. HRG has reviewed the financial security estimate and recommends the Board of Supervisors require surety in the amount of \$852,998.00. This is conditionally approved subject to the following comments being addressed prior to recording the plan:

**Access Drives**

1.	<p><i>§42-8.F The number of access drives intersecting with a street line may not exceed one per lot. The Board of Supervisors may grant permission for additional access points where required to meet exceptional circumstances and where frontage of unusual length exists. 5/8/2026</i> A note has been added to the plan that there are currently 2 access points onto the private portion of Kenneth Road. The plan depicts the access points being relocated. One will be relocated closer to the southern property line where the private portion of Kenneth Road meets the public portion of Kenneth Road.</p>
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**Subdivision and Land Development Ordinance (SLDO):**

1.	<p><i>§121-14.D.14 &amp; §121-15.D A statement on the plan indicating any proposed waivers. This statement must be revised, prior to recordation of the plan, to acknowledge the outcome of the requested waiver. Update the waiver block on the cover sheet of the plan set with the date of the Board of Supervisors' action prior to recording the plan.</i></p>
2.	<p><i>§121-14.E.2 &amp; §121-15.E A sewer facilities plan revision (module or exemption mailer) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. The Applicant has provided a sewer planning module exemption mailer for review. The Applicant is proposing 2,220 gallons per day, which is 7 EDUs. Please revise the sewer planning module exemption mailer. The number of EDUs listed is 6. HRG will review the sewer planning module exemption mailer for completeness and provide their review. Township staff will forward the exemption mailer to PA DEP after the Board of Supervisors' conditional approval. Please provide a copy of PA DEP's approval when it becomes available. (HRG's Review Memo #3)</i></p>
3.	<p><i>§121-15.F.9 Improvement guaranties in Accordance with Article V.</i></p>
4.	<p><i>§121-17 Financial security. Financial security shall be in the form of letter of credit, escrow account or some alternative type of financial security posted by a reputable chartered lending institution or bonding company authorized to do business in Pennsylvania and is subject to review by the Township Solicitor for adequacy.... The amount of financial security shall be equal to 110% of the cost of completion estimated as of ninety (90) days following the date scheduled for completion by the developer....</i> <b>HRG has reviewed the financial security estimate and recommended the Board of Supervisors require surety in the amount of \$852,998.00. On May 28, 2026, the Board of Supervisors voted to require financial security in the amount of \$852,998.00.</b> Provide financial security prior to the plan being released for recording. If providing a bond or a letter of credit, the Township prefers them to be automatically extending or evergreen.</p>
5.	<p><i>§121-17.D In addition to the bonds or other security required, the applicant...shall deliver to the Township a check payable to the Township in an amount equal to 3.5% of</i></p>

	<i>the bond or other security. The amount deposited by the applicant shall be used by the Township to cover the costs of assuring the proper construction, and completion of improvements, including inspection, administrative costs and other related costs... If the amount deposited by the applicant is not sufficient to cover such costs, the applicant shall furnish additional amounts from time to time when notified to do so. Please provide an engineering escrow check in the amount of 3.5% of the approved financial security estimate to the Township prior to the plan being recorded. <b>The check shall be made payable to West Manchester Township in the amount of \$29,854.93.</b></i>
6.	<i>§121-19 Maintenance guaranty. The Board of Supervisors shall require the applicant to submit a maintenance guaranty or other approved guaranty as specified herein, guaranteeing the structural integrity as well as function of any improvement shown on the final plan for a term not to exceed 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.</i>
7.	<i>§121-21 As-built plan. Prior to the issuance of occupancy permits, submit 2 copies of the as-built plans to the Township Zoning Department. One (1) copy of the plan will be distributed to the Township Engineer. The Township Engineer will review the as-built plans for accuracy.</i>
8.	<i>Consideration should be given to revise the driveway access in the southern corner of to be a one way exit only to avoid potential queueing into the intersection. A mountable curb would be preferred to allow for emergency vehicle movements. The Township's emergency services shall review and approve the proposed layout [General]. <b>The property owner will also be required to present a permanent fix to the Township such as line striping or mountable curb for review and approval by the Township.</b> (HRG Review Memo #3) The Township Solicitor will prepare an agreement for the Applicant to review and sign to address the Board's concerns discussed during the public meeting on May 28, 2026, regarding the configuration/restriction of the access drive during peak times. The agreement must be signed by both parties prior to releasing the plan for recording.</i>

**Traffic Impact Study:  
Capacity Analysis**

1.	The 2028 Projected (Build) volumes during PM and SAT peaks at the intersection SR 0030 and Kenneth Road are not consistent throughout the report. The volumes on the figures and volume sheets match, however, the volumes are different on the synchro printouts. Please update the traffic impact study accordingly. (HRG Review Memo #3)
2.	Address all comments in the Transportation Impact Study Review Letter #3. (HRG Review Memo #3)

**General Comments:**

1.	<i>§113-18.D All original seals, signatures, and notarizations shall be provided on each copy of the final plan and report prior to being recorded.</i>
2.	<i>§113-23 All land disturbance activity shall not be initiated until a stormwater management permit has been issued.</i>

3.	<i>§113-24 and §121-20 The Applicant shall schedule all required inspections.</i>
4.	<i>§113-24 and §121-20 The Applicant shall schedule a preconstruction meeting with the Township, Township Engineer and Township Stormwater Inspector prior to the start of any construction.</i>
5.	<i>§113-27 A signed and notarized Operation and Maintenance Agreement is required prior to approval by the Board of Supervisors.</i>
6.	<i>The signatures and seals of the individuals responsible for the plan shall be affixed to the plan prior to approval by the Board of Supervisors (§121-15.F)</i>
7.	<i>The notarized signature of the owner(s) shall be affixed to the plan prior to approval by the Board of Supervisors (§121-15.F.4)</i>
8.	All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
9.	The final plan, as approved by the Board of Supervisors, shall be submitted in electronic format (i.e. PDF) after recording with all required signatures on the plan.

**On May 28, 2026, the Board of Supervisors voted to approve the following requested waivers:**

W1.	<i>§121-7.D To allow a combined Preliminary/Final submission and approval. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W2.	<i>§113-17.K to allow stormwater conveyance pipe diameters less than 15 inches. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W3.	<i>§42-9.A.2 To allow an access driveway less than 150 feet from the intersection of right-of-way lines. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W4.	<i>§42-9.B To allow an access driveway less than 25 feet from the side and rear property lines. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W5.	<i>§121-25 To allow the site without sidewalks along the entire frontage of the property. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W6.	<i>§109-23.A To allow for sanitary pipe slopes less than ¼” per foot. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>
W7.	<i>§109-23.A To allow less than 3 feet of cover for the proposed sanitary pipe run. HRG agrees with the applicant’s reasoning and recommends approval of the waiver request.</i>

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

G. T-854 FINANCIAL SECURITY RELEASE REQUEST: Motion to approve a request to release the remaining financial security of \$11,632.00 being held for the project at 400 South Salem Church Road. HRG has reviewed the request and recommends the Board of Supervisors release financial security in full.

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

H. T-871 FINANCIAL SECURITY RELEASE REQUEST: Motion to approve the request for release of performance bond #107806958 valued at #1,800.00 related to Wawa's portion of the subdivision and land development project. Wawa is also requesting that any remaining escrow funds being held by the Township for the project be released. HRG has reviewed the request and recommends the Board of Supervisors release financial security in full.

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

I. PROPOSED EASEMENT AGREEMENTS: Motion to approve the following proposed structure in easement requests:

1. 1912 White Street fence in easement
2. 1863 Golden Eagle Drive fence in easement
3. 1827 Golden Eagle Drive shed in easement

The Township engineer has reviewed the requests and recommends placement within the easement be approved. The Township solicitor has prepared the agreements. These agreements will be recorded at the Recorder of Deeds' office after being signed by the property owners.

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

J. REJECTION OF BID: Motion to approve a recommendation from HRG to reject the bid contract from Stewart & Tate, Inc. for the Maintenance and Emergency Contract due to irregularities found on the submitted bid document.

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

K. TOWNSHIP POLICE OFFICER HEART AND LUNG REQUEST: Motion to approve a request for Heart and Lung benefits from a West Manchester Township Police Officer from the period of December 12, 2025, to April 1, 2026.

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

L. AUTHORIZATION TO SELL ACCESS VEHICLE: Motion to approve a request from the Public Works Director to sell the decommissioned recreation truck on Municibid.

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

M. FMLA EXTENDED LEAVE REQUEST: Motion to approve a request from a Township Public Works employee to extend their FMLA leave beyond the twelve (12) weeks mandated through the FMLA Act. The time requested is for an extra ten (10) days of unpaid leave.

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

**ADMINISTRATIVE REPORTS:**

- A. RECREATION DIRECTOR: Director Paul's report was reviewed. Director Paul announced that Westgate park will be having a renaming ceremony. She also spoke about the upcoming movies in the park event. She was commended on her outstanding work on the Township newsletter and winning 2<sup>nd</sup> place. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Laughman announced the new rescue truck was here. He also mentioned that part-time staff will have new hire orientation in July with a tentative start date of July 27<sup>th</sup>. 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 informed the Board that he and Director Whittaker have been working on insurance policy changes. No further questions.
- F. ENGINEER: Engineer Cummings 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 Baker's report was reviewed. Baker informed the Board he and staff were working on sprucing up the Township grounds. No further questions.

**STORMWATER MANAGEMENT/MS4**

Rachelle Sampere announced that stormwater/MS4 operator 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	38514-38681	\$ 1,062,056.96
Liquid Fuels	6926-6966	\$ 440,486.33
Sewer Fund	1831-1851	\$ 28,744.50
Payroll #10 Pay Ending 05/02/26	Paytime Vouchers	\$ 152,817.41
Payroll #11 Pay Ending 05/16/26	Paytime Vouchers	\$ 152,836.02

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

**ADJOURNMENT:**

Motion to adjourn the meeting at 8:48 p.m.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY