

## PUBLIC BOARD MEETING MINUTES

February 22, 2024

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

### ATTENDANCE:

Supervisors Present: Steven Harlacher – Chairman  
Ron Ruman – Vice Chairman  
George Margetas – Supervisor (remotely)

Staff Present: Lori Trimmer – Parks & Recreation  
Keith Whittaker – Finance  
Clif Laughman – Fire Chief  
John Snyder – Police Chief  
Kelly Kelch – Township Manager  
Rainer Niederoest - Engineer  
Rachelle Sampere – Zoning & Codes  
Andrew Herrold – Solicitor  
Rich Shaw- 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 prior to tonight's meeting to discuss personnel matters.

### PUBLIC COMMENT:

A. Ms. Tina Gable, 2443 Potomac Avenue, addressed her concerns with the Board regarding stormwater issues and flooding that occurs during bad rainstorms. She informed the Board that the drain near her home has cracks in it and she fears it cannot handle large amounts of water or that it will soon fail. Mr. Jim Gable, from the same address, also came forward and showed the Board pictures from last large storm. The Board informed them that they will be working with the school district to fix and update the issues. If the proposed school district project does not go through as planned, the Township will work on fixing these stormwater issues.

B. Mary Jane Arnold, 1907 Brenda Road, addressed the Board on behalf of her neighbors

on Brenda Road and Potomac Avenue on the proposed West York School District athletic fields project that will affect the park at Sunset Lane. Their concerns are on parking, noise, and stormwater. Ms. Arnold also asked if the Board would be willing to pass a Resolution opposing the changes at Sunset Lane Park and the proposed tax increases. Solicitor Herrold informed Ms. Arnold that from a legal prospect it would be improper for the Township as they have not seen any plans and will eventually have to make comment on submitted plans when the time comes. Chairman Harlacher added that the Board did not have authority to dictate for taxes nor the project itself, as the details or plans have not been presented. Manager Kelch informed Ms. Arnold that when the district submitted their land development plans, they would need to go through a process, and every detail would be looked at thoroughly by staff, the Planning Commission, and the Zoning Hearing Board. Manager Kelch also informed the residents that the Board recommended to the school district that they have an informational meeting about the proposed project so that residents were made aware of what was being proposed. Ms. Arnold also brought up speeding issues on Brenda Road, and asked if speed bumps could be placed. Manager Kelch answered that this would be looked at, but putting speed bump on the road could cause damage to snowplows in winter and cause liability.

C. Mr. John Eaton, 2453 Potomac Avenue, also expressed his concern for the speeding on Brenda Road. He suggested the Township investigate portable speed bumps as a solution. They could be used for during school and sporting events, and then removed if a snowstorm is forecasted. The Board said they could look into this suggestion.

### **APPROVAL OF MINUTES:**

- A. The minutes of the January 25, 2024, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of January 25, 2024, as presented. Vice Chairman Ruman sustained from voting as he was not in attendance for the January meeting.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

- B. The minutes of the January 25, 2024, Public Hearing Meeting were provided for approval. Motion to approve the Public Hearing meeting minutes of January 25, 2024, as presented. Vice Chairman Ruman sustained from voting as he was not in attendance for the January meeting.

MOTION: G. Margetas  
SECOND: S. Harlacher  
MOTION PASSED UNANIMOUSLY

**OPEN FLOOR DISCUSSION:**

None

**OLD BUSINESS:**

- A. T-882 PRELIMINARY/FINAL SUBDIVISION & LAND DEVELOPMENT PLAN FOR MISTER CAR WASH #2516: Motion to table the preliminary/final subdivision & land development plan for Mister Car Wash. They have asked for a time extension. This will be tabled to the March 28, 2024, meeting.

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

**NEW BUSINESS:**

- A. RESOLUTION 24-06 AMENDMENT TO THE 2023 BUDGET: Motion to approve Resolution 24-06, amendment to the 2023 General Fund budget to more accurately reflect the needs of the Township. Director Whittaker spoke to this need, and explained that it is an annual amendment to get the budget in line with expenditures.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

- B. RESOLUTION 24-07 DESTRUCTION OF RECORDS REQUEST: Motion to approve Resolution 24-07, a request from the Finance Department to destroy the provided list of records found on Resolution 24-07.

MOTION: R. Ruman  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

- C. PHONE SERVICE PROVIDER CHANGE: Motion to ratify the switch of phone provider for the Township from Frontier to Comcast due to Frontier no longer providing service effective March 1, 2024.

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

- D. ROAD CLOSURE: Motion to ratify the road closure that occurred on February 5<sup>th</sup> to the 9<sup>th</sup> for a waterline repair on Filbert Street from Oxford Street to Berwick Street.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

- E. GFNY RACE: Motion to approve allowing GFNY (Gran Fondo New York) access to run their race through portions of the Township on June 16, 2024. The impact on the Township for this event is minimal, and all over time for police officers are paid by the organization.

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

- F. PA AMERICAN SEWER AGREEMENT: Motion to ratify the decision of allowing special council, Tom Wyatt, to write a letter to the PUC regarding our position.

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

- G. CANARY CIRCLE UPDATE: Solicitor Herrold gave a brief update regarding the alleged dangerous building located at 230 Canary Circle. Solicitor Herrold that after last meeting another letter was sent to the homeowner stating the next steps in this process. Zoning Officer Sampere also stated that she tried to reach out to invite the homeowner to attend tonight's meeting. Ms. Sampere also provided the Board with updated pictures of the outside of the property taken on February 22<sup>nd</sup>, 2024. Solicitor Herrold informed the Board that the next steps would be to hold a public hearing to take testimony on the alleged dangerous building. Motion to approve allowing the Solicitor to advertise a public hearing to take place before the Board of Supervisors Meeting on March 28th, 2024.

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

- H. CONSIDERATION OF SITE IMPROVEMENT AGREEMENT: Motion to approve the site improvement agreement between the proposed Wawa and West Manchester Township. Solicitor Herrold explained this was a simple improvement agreement, no objections in approving.

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

**ADMINISTRATIVE REPORTS:**

- A. **RECREATION DIRECTOR:** Director Trimmer’s report was reviewed. Trimmer announced that the Parks & Recreation Advisory Committee held their meeting on February 21<sup>st</sup> and discussion was had on the proposed athletic fields project. At this time, no recommendation was made. No further questions.
- B. **FINANCE DIRECTOR:** Director Whittaker’s report was reviewed. Whittaker announced that the on site audit work was completed. No further questions.
- C. **FIRE CHIEF:** Chief Laughman’s report was reviewed. No further questions.
- D. **POLICE CHIEF:** Chief Snyder’s report was reviewed. Snyder informed the residents on Brenda Road that he would put a speed board out there and investigate further on their concerns. No further questions.
- E. **TOWNSHIP MANAGER:** Manager Kelch’s report was reviewed. Manager Kelch informed the Board he sat in on a Rabbit Transit seminar discussing bus services and mass transit. Manager Kelch also informed the Board about concerns from residents that Dover Township fire department is speeding through and not being safe through our Township when on their way to calls. Chief Laughman also spoke to this saying a few of his volunteers have also spoken of their concern. Chief Laughman has reached out to the Chief of Dover Township, as well as Manager Kelch has informed the Township Manager of Dover on these concerns. No further questions.
- F. **ENGINEER:** Engineer Niederoest 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 Shaw’s report was reviewed. Vice Chairman Ruman asked Director Shaw if the crosswalk on Brenda Road was installed for the safety of school students. Director Shaw informed him it was put in place. 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:

<b><u>FUNDS</u></b>	<b><u>CHECK NO.</u></b>	<b><u>AMOUNT</u></b>
General Fund	34888-34998	\$ 801,405.82
Liquid Fuels	1441-1451	\$ 10,548.89
Sewer Fund	5983-6012	\$ 202,199.31
Payroll #3 Pay Ending 01/27/24	Paytime Vouchers	\$ 130,808.29
Payroll #4 Pay Ending 02/10/24	Paytime Vouchers	\$ 130,808.29

MOTION: R. Ruman  
SECOND: G. Margetas  
MOTION PASSED UNANIMOUSLY

**ADJOURNMENT:**

Motion to adjourn the meeting at 7:42 p.m.

MOTION: G. Margetas  
SECOND: R. Ruman  
MOTION PASSED UNANIMOUSLY