

# PUBLIC BOARD MEETING MINUTES

July 25, 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
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. Mr. Brad Snyder, 4090 West Market Street, addressed the Board about having a second garbage/sewer bill waived. He has a residence and will have a business there eventually but does not feel it necessary to be billed for two accounts. The Board explained that this is the policy for all businesses/residence in the Township and they cannot make a special exception.

## APPROVAL OF MINUTES:

A. The minutes of the June 27, 2024, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of June 27, 2024, as presented.

MOTION: G. Margetas

SECOND: R. Ruman  
MOTION PASSED UNANIMOUSLY

**OPEN FLOOR DISCUSSION:**

None

**OLD BUSINESS:**

- A. MASSAGE PARLOR ESTABLISHMENT ORDINANCE 24-04: Motion to approve Ordinance 24-04, establishing an ordinance for massage parlor establishments wanting to come into the Township.

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

- B. ROAD CLOSURE REQUEST: Motion to approve a road closure request for a portion of South Salem Church Road to repair the railroad crossing. This closure will take place from Friday, August 2<sup>nd</sup> until Tuesday, August 6<sup>th</sup>. A road detour will be put in place. Chairman Harlacher asked that staff alert residents and business about this closure through text alert and the Township website.

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

**NEW BUSINESS:**

- A. OBERMEYER ENGAGEMENT LETTER: Motion to ratify that the Township engage with Tom Wyatt to represent the Township in a potential PUC matter.

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

- B. BIRCH ROAD SIGN REQUEST: Discussion was had over Mr. Steve Grove's request for hearing impaired caution signs to be placed on his road due to traffic and speeding concerns. Mr. Grove asked the Board to waive the fee to have the signs made. A motion was made to approve the request for signs to be placed, but deny the waiver request for the cost of the signs.

MOTION: R. Ruman  
SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

- C. TRAFFIC SYMBOL AND LINE PAINTING BID AWARD: Motion to approve the traffic symbol and line painting bid to Alpha Space Control, LLC, who came in at lowest bidder of \$56,063.00.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- D. ROAD CLOSURE: Motion to ratify a road closure request made by Kinsley to close Oxford Street from Market Street to W. Philadelphia St. to run a water main. This closure took place on July 10<sup>th</sup> to the 12<sup>th</sup>, 2024.

MOTION: S. Harlacher

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

- E. FINANCIAL SECURITY REQUEST FOR T-867 FINAL SUBDIVISION AND FINAL LAND DEVELOPMENT PLAN FOR MOST REVEREND DATTILO BISHOP OF THE DIOCESE OF HARRISBURG: Motion to approve a request from Karen Washington to release the surety bond for the public improvements associated with the final subdivision and final land development plan located along Taxville Road in the amount of \$27,517.88. Dawood Engineers has reviewed the request and performed the final inspection. Dawood recommends reducing the bond by \$24,050.20 and retain \$3,467.68 which includes the 18-month maintenance guarantee.

MOTION: R. Ruman

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

- F. FINANCIAL SECURITY RELEASE REQUEST FOR T-874 FINAL LAND DEVELOPMENT PLAN FOR SHEETZ STORE #348: Motion to approve a request from Kayley Ritchey of Sheetz to release the surety bond for public improvements associated with the final land development plan for the Sheetz located at 4025 West Market Street in the amount of \$1,069,956.00. Dawood Engineers has reviewed the request and performed a final site inspection. Dawood recommends reducing the bond by \$900,802.80 and retaining \$169,153.20 which includes the 18-month maintenance guarantee.

MOTION: S. Harlacher

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

**G. FINANCIAL SECURITY RELEASE REQUEST FOR STORMWATER**

**MANAGEMENT PROJECT AT 5 CODORUN LANE:** Motion to approve a request from Jordan Illyes to release the financial security held in escrow for the stormwater management project associated with permit 220284 for 5 Codorun Lane in the amount of \$21,423.60. The Township’s Stormwater Inspector, Zane Williams, has inspected the stormwater management BMP and found it to be in compliance with the approved stormwater management site plan. Staff recommends the release of the funds.

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

**H. T-889 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR PROPOSED MULTIFAMILY RESIDENTIAL DEVELOPMENT FOR WELDON DRIVE, LLC:**

Motion to approve a preliminary/final land development plan depicting a proposed multifamily residential development (building with 24 dwelling units) and associated improvements on a 2.93-acre parcel located along Weldon Drive (Tax Map: 05; Parcel 0037H) in the R-4 Residential Zone. Adam Anderson from Site Design Concepts was in Attendance to answer any questions the Board might have. Manager Kelch asked Zoning Officer Sampere to read off the outstanding conditions and asked Mr. Anderson if they were willing to comply. He agreed with the conditions. The following comments must be addressed prior to recording the plan:

**Zoning Ordinance:**

1.	§150-236.B.3 Drainage upon adjoining properties; slopes. In no case may any slope exceed the normal angle of slippage of the material involved. All slopes must be protected against erosion. <i>Dawood notes that borings are proposed on C-3. Please provide the geotechnical report if these borings have been advanced. If a slope stability analysis is presented therein or is in the soil erosion and sedimentation control narrative, please provide it or explain why no such analysis has been conducted.</i>
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**Subdivision and Land Development Ordinance (SLDO):**

1.	§121-14.D.14 & §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(s). Revise the waivers after BOS meeting based upon their decisions. (Dawood Review Memo #1)
2.	§121-14.E.2 & §121-15.F.3A sewer facilities plan revision (plan revision module for land development) or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. <i>The applicant has submitted a sewer planning module exemption mailer proposing 7 EDUs for 24 dwelling units. Is this an adequate number of proposed EDUs? Dawood Engineers shall review the exemption mailer and provide a recommendation to the PC and the BOS. Upon BOS Conditional approval, Township staff will forward this to PA</i>

	<i>DEP for their review and action. Please provide a copy of the PA DEP approval to West Manchester Township prior to recording the plan.</i>
3.	§121-17 Financial security. Final plan applications that include public improvements that have not been installed shall include financial security...The amount of financial security shall be equal to 110% of the cost of completion estimated as of 90 days following the date scheduled for completion by the developer... <i>The Board of Supervisors also voted to approve the financial security estimate of \$266,893.00. Financial security must be submitted to West Manchester Township in the form of a bond, letter of credit or check to be held in escrow before the plan is released for recording. It is preferred that bonds and/or letters of credit are automatically extending.</i>
4.	§121-17.D Construction of improvements. The applicant, in addition to all bonds or other security required, 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 assuring the proper construction and completion of improvements, including inspection during installation, inspection upon completion, administrative costs and other related costs. <i>Please provide engineering escrow check made payable to West Manchester Township in the amount of \$40,033.95 which is 3.5% of the public improvements' financial security.</i>
5.	§121-19 Maintenance guaranty. The Board of Supervisors shall require the applicant to submit a maintenance guaranty or other approved guaranty to guarantee the structural integrity as well as function of any improvement shown on the final plan for a term not to exceed 18 months.
6.	§121-21 As built plans. Provide two copies of as-built plans prior to issuance of occupancy certificates. Two copies of the plan shall be submitted to the Township, which shall distribute 1 copy of the plan to the Township Engineer.
7.	§121-28 Easements. Dawood initially requested clarification regarding what additional easements are to be provided for the lot, if any. Easements must include the entire area to be allowed access across the lot, typically from parcel line to public right-of-way. <i>Conversations during the in-house review suggest easements for most utilities are not needed. The exception is stormwater. This comment and stormwater comment 3 still apply.</i>
8.	§121-34.A Sanitary sewage disposal... Notice of approval from the PA Department of Environmental Resources be submitted as a condition of final plan approval. <i>The submitted Sewage Planning Module Exemption Mailer package is under review by Dawood. A recommendation to the Township will be forthcoming. PADEP approval should be required before plan approval. Please submit a copy of the PADEP approval letter to the Township. (Dawood Review Memo #1)</i>
9.	§121-36 Local Recreation sites. Residential subdivision and/or land development plan applications shall consider the recreational needs that will be generated by the proposed development.

	<p>A. Where the application of these area standards would result in an open space or recreation site too small to be usable or if the Comprehensive Plan calls for such local recreation site to be located elsewhere or if a suitable local recreation site cannot be properly located in the land development, as determined by the Township, a payment of a fee in lieu of dedication of such land is required. The following procedures must be followed:</p> <ol style="list-style-type: none"> <li>1. The amount of the fee shall be set by resolution of the Board of Supervisors. This fee shall be based on the prevailing average value of the land after development and shall be substantially equal to the value of land that would be set aside if the standards in subsection A.2 were applied.</li> <li>2. The fee shall be paid to the Township prior to approval of the final plan. \$1,500 per lot or dwelling unit.</li> <li>3. All monies paid to the Township in this manner must be kept in a capital reserve fund established as provided by law. Monies in such capital reserve fund must be used only for the acquisition of land for park and recreation purposes or for capital improvements to existing Township-owned or Township-leased recreation areas.</li> </ol> <p><i>Please provide payment in the amount of \$36,000 for the fee in lieu of recreation land dedication to West Manchester Township prior to recording the plan.</i></p>
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**Stormwater Management Ordinance (SWMO):**

1.	§113-17.M Surface flow characteristics. The maximum swale, gutter or curb velocity of stormwater runoff shall be maintained at levels which result in a stable condition both during and after construction. <i>Provide analysis of proposed grass channels. There appears to be one planned for the hill behind the building and two for the inlets behind the building.</i>
2.	§113-27.A.2 The owner shall convey to the Township easements to assure access for periodic inspections by the Township and maintenance, as necessary. <i>Provide a plan and associated notes conveying the needed easement.</i>

**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). Please scan and email a copy with all required signatures and recording information on the plans to WMT.

**Adjustments to the Plans:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states, “the standards and requirements contained in this article shall apply as minimum design standards for subdivisions and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements that those contained herein, the more restrictive shall apply.”

1.	Due to the high degree of variability in the infiltration rate, especially for the north end of Infiltration Bed #2, we recommend that additional infiltration testing be performed when the bed reaches the finished grade and before geotextile and stone are added. Then, if necessary, the bed bottom should be adjusted to maximum the infiltration capacity. (Dawood Review Memo #1)
2.	Though the E&S plan calls for matting on slopes until vegetation becomes established, Dawood did not see where the type of matting to be used was indicated. If this was explained in the soil erosion and sedimentation control narrative, please provide it or provide some other means of clarification.

**Additional Revisions per feedback provided at the June 11<sup>th</sup> Planning Commission Meeting (Notes from the Applicant’s Engineer):**

1.	Residents voiced concerns regarding the amount of parking required for the project. The project provides 48 off-street parking spaces for 24 proposed units and meets the minimum requirements of the Township’s Zoning Ordinance. The Applicant currently manages 1,000s of apartment units with registered vehicles. Based upon a similar multifamily complex of 822 units, there are 1,225 registered vehicles which is roughly 1.5 parking spaces required per unit. The Applicant feels the minimum required parking will provide sufficient parking for the residents and additional spaces for guests on an infrequent basis.
2.	A concern was voiced regarding the existing steep slopes along the southwestern portion of the site. The proposed grading along the southern property line has been revised to flatten the slope from a roughly 1’h:1’v slope to a 3’h:1’v slope. Four (4) additional evergreen trees have also been proposed to screen the development from the southern property.
3.	On-site stormwater has also been improved to reduce impacts to the existing storm sewer system within Weldon Drive and the downstream regional detention basin. The subsurface system stone infiltration beds have been modified by adding one (1) additional foot of stone depth with will retain more stormwater runoff on-site. The orifice plates have also been modified to slow the discharge of runoff from the site.
4.	Lastly, there were concerns voiced regarding the removal of rock and potential impacts to surrounding properties and structures. The Applicant is willing to document existing conditions of structures prior to construction and fairly compensate for damages related to rock removal on the project site. Details of this agreement will be finalized with adjacent property owners who chose to participate.

**The following waivers were granted by the Board of Supervisors on July 25, 2024:**

W1.	§121-9 Preliminary Plan. to waive the submission of a preliminary plan. Dawood has no objection to this waiver.
W2.	§113-17.K which requires a minimum pipe size of 15” diameter. The waiver is requested to allow smaller pipe diameter within the project site due to minimum internal drainage areas and depth to potential bedrock. Dawood has no objection to this waiver.
W3.	§121-33.C Shade Tree Listings. The Applicant requests to use PA Native trees not listed on the current list in the SALDO which is outdated.
W4.	§42-8.F Access Drive General Standards which allows only 1 access drive per lot frontage. The Applicant is requesting a waiver to allow 2 access drives along Weldon Drive for safety reasons.
W5.	§113-12.L Storage Facilities, designed as such, shall completely drain both the volume control and rate control capacities over a period of time not less than 24 hours and not more than 72 hours from the end of the design storm. The Applicant is requesting a waiver for the infiltration period of SIB-1.

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

I. T-891 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR YORK

GARBER I: Motion to table a preliminary/final land development plan depicting a proposed 204,474 sq. ft. solar energy farm located at 1750 Taxville Road (Tax Map: IG; Parcel: 0059) in the Agricultural Zone. The Board requests the applicant meet with staff to discuss options for more landscaping and screening. The applicant allowed for a time extension to expire on August 23, 2024.

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

J. T-892 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR YORK

GARBER II: Motion to table a preliminary/final land development plan depicting a proposed 230,802 sq. ft. solar energy farm located at 1750 Taxville Road (Tax Map: IG; Parcel: 0059) in the Agricultural Zone. The Board requests the applicant meet with staff to discuss options for more landscaping and screening. The applicant allowed for a time extension to expire on August 23, 2024.

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



K. T-894 REVISED PRELIMINARY SUBDIVISION AND LAND DEVELOPMENT PLAN FOR WESTGATE CAMPUS, PHASE II: Motion to approve the creation of lots 3-6, the proposed +/- 1,230-foot extension of Westgate Drive to Roosevelt Avenue and the proposed development (office buildings and related site improvements) located along the 1700 block of Westgate Drive (Tax Map: JH; Parcel: 013) in the Professional Office Zone. This motion is conditionally approved subject to the following comments being addressed:

**Subdivision and Land Development Ordinance (SLDO):**

1.	<p>§121-14.E.2 &amp; §121-15.F.3 A sewer facilities plan revision module for land development or supplement in accordance with the Pennsylvania Sewerage Facilities Act 537 of 1966, as amended. <i>The developer and their agent should be aware a previously approved planning exemption does not ensure capacity will be available for this project when construction begins or is completed. No reservation of capacity for this site exists for the Township collection and conveyance system or PAWC treatment. As there are other sites that could consume all the available capacity, Dawood strongly recommends the developer reserve the needed capacity.</i></p> <p><i>A.) Please provide a copy of the capacity availability letter from Pennsylvania American Water Company (PAWC) for sewage treatment at the York Wastewater Treatment Plant.</i></p> <p><i>C.) The sanitary sewer pumps and details have not yet been provided. This portion of the comment has been <b>moved</b> to the comment on §109-27.K.</i></p>
2.	<p>§121-23.H.4 All streets shall be graded to the right-of-way lines and the slope of banks must not exceed three to one for fills and two to one for cuts. Please label the adjacent ground slopes in the Typical Section or other section. Some of the grading along the entrance to buildings on Lot #3 and Lot #4 have a greater slope than allowed. During a discussion with the developer, their agent and the Zoning Officer at the in-house staff review meeting, Dawood agreed that a two to one slope on either side of the access drive with adequate stability could be designed. The associated supplemental calculations provided (only surface erosion calculations) do not demonstrate that adequate stability can be achieved, however.</p> <p><i>A.) A waiver of this section would be needed to accept a slope of two to one for this plan. Though surface erosion calculation are an expected component of that supporting information, an evaluation of overall slope stability, associated geotechnical backup, an earthwork specifications should also be offered in support of waiver.</i></p> <p><i>B.) The surface erosion calculation is only for a 6-month period. If permanent reinforcement is called for by the analysis in 14.am the period calculation should be 12-months.</i></p> <p><i>C.) The surface erosion calculation is for SC250 matting, but the plans call out S75 matting. The plans should be updated to indicate whatever the analysis in 14.a supports.</i></p>

D.) SC250 is a permanent plastic netting. It is not recommended anywhere there is large wildlife or frequent mowing. A temporary blanket should be used instead where vegetation alone is adequate. If the analysis in 14.a calls for permanent reinforcement of the vegetation, then this product could be acceptable.

**Stormwater Management Ordinance:**

1.	<p>§113-17.G.1 Capacities. The capacities of the pipes, gutters, inlets, culverts, outlet structures and swales shall consider all possible hydraulic conditions. The following are minimum design standards: (1) Grass swales and roadside gutters shall consider both the channel velocity and stability. <i>Previously, Dawood indicated calculations for the grass lined swale northeast of the large parking lot on Lot 4 that demonstrating the channel velocity and stability has been given due consideration should be provided. Please incorporate the supplemental calculation submittal into the PCSM report.</i></p>
2.	<p>§113.17G.5 Capacities...Culvert design shall consider either inlet/outlet control or a combination of hydraulic losses through the system, whichever is greater. In all cases where drainage is picked up by means of a head wall, and inlet or outlet conditions control, the pipe shall be designed as a culvert. The minimum diameter of culvert shall be 18 inches. The procedure contained in Hydraulic Engineer Circulars No. 5 and No. 13, as prepared by the United States Department of Transportation, Federal Highway Administration, Washington, D.C., shall be used for the design of culverts... <i>Previously, Dawood noted that no culvert design calculations were found in the materials submitted and indicated that the PCSM Report should be revised and/or expanded accordingly. A hydrologic and hydraulic report was provided but it contains no conclusion, and it seems to indicate at least one of the proposed stream crossings is inadequately sized. Table 3 indicates that the effect of construction in the main branch is to raise the water surface 2.51 feet. Any construction in the floodplain shall only raise the water surface up to 1 foot or less. Revise the design and report accordingly.</i></p>
3.	<p>§113-17.N.1.b Infiltration BMPs shall meet the following minimum requirements: 1. Infiltration BMPs intended to receive runoff from developed areas shall be selected based on suitability of soils and site conditions and shall be constructed on soils that have the following characteristics: b) An infiltration and/or percolation rate sufficient to accept the additional stormwater load and drain completely as determined by field tests conducted by the owner's professional designer. It appears infiltration test results used to calculate the average infiltration rate are 0.5 ft above or below the bottom of the basin elevation. Provide in the PCSM report a justification and explanation for the test results included in the average. For example, results from soil layers expected to be present under the final basin bottom elevation could be used because they could have similar characteristics and percolation rates. During construction, soil layers above the basin bottom</p>

	elevation will be removed voiding the test results unless in similar soil type based on test pit observations. (Dawood Review Memo #1, Revision 1)
4.	§113-17.T Waters of the commonwealth or wetlands. Any stormwater management facilities regulated by this chapter that would be located in or adjacent to waters of the commonwealth or wetlands shall be subject to approval by the PA DEP through the Chapter 105 process. When there is a question whether wetlands may be involved, it is the responsibility of the developer or his agent to show that the land in question cannot be classified as wetlands, otherwise approval to work in the area must be obtained from the PA DEP. Please provide an indication as to the status of the associated approval. (Dawood Review Memo #1)
5.	§113-18.E.5 A soil erosion and sediment control plan, where applicable, as prepared for, reviewed, and approved by the York County Conservation District. Provide approval of the erosion and sediment control plan from YCCD.
6.	§113-18.E.11 and 19 A notarized signature of the owner of the parcel for which the SWM site plan is proposed indicating that they are aware of and will be responsible for operation and maintenance of the facilities. A notarized signature shall be provided by the owner prior to final approval.

**Sewers:**

1.	§109-27.K Building sewers and connections. The invert of a building sewer at the point of connection to a lateral shall be at the same or a higher elevation than the invert of the lateral. <i>A smooth, neat join shall be made, and the connection of a building sewer to a lateral may be used only after approval of the Township has been secured. The force main lateral connects to the existing force main lateral from below the invert of that existing lateral. Please submit the sanitary sewer pumps information and details for approval.</i>
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**Recommended Adjustments to the Plans:**

Dawood believes several recommendations for improving the plans are warranted. Some of these will correct errors or internal inconsistencies. The rest are consistent with §121-22 which states: “the standards and requirements contained in this article shall apply as minimum design standards for subdivision and/or land developments. Whenever other Township ordinances or regulations impose more restrictive standards and requirements than those contained herein, the more restrictive shall apply.”

1.	Confirm grading within the legal right-of-way at the intersection of Westgate Drive/Roosevelt Avenue (SR4001) is consistent with the HOP. Significant revised grading appears on the southeastern corner and minor changes are shown on the southwestern corner. Williams Site Civil has acknowledgement this comment
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	indicating that they are working with Traffic Planning and Design, Inc. to update the HOP Plans for the grading outside of the roadway on the HOP plans.
2.	For consistency it is suggested that the label for line 33 in the pipe capacity calculations have the line ID updated from "I-37 to EW-9" to "I-37 to I-64".
3.	The radius on the southern curb boundary associated with the ADA parking on the west side of the building on SP-3 is missing a label. This should be corrected.
4.	Some boxes indicating where the ramps associated with ADA parking are not located correctly (e.g. the one associated with the "processed Access Ramp (Typ.)" label on SP-1 and those associated with the ADA parking on the west side of the building on SP-3. The ramps should connect to the ADA access aisle.
5.	Please show the ADA ramps at the ends of the sidewalks and at the cross walks.
6.	I-27 and the pipe from it to I-64 are still very close to a proposed utility pole. Consider adjusting the proposed location of I-27 and/or the pole.
7.	Clarify what is being offered for dedication to the Township. Some of the easements/rights-of-way suggest more than just the road extending Westgate Drive are being dedicated to the Township.
8.	Please clarify how water from infiltration Bed #1 (IB-1) will flow into Outlet Structure OS-4, how stone in IB-1 will be retained, and how stone from IB-1 will not slowly pass to EW-4 after filling OS-4.
9.	The inlet rim elevation for I-41 on RD-PRO1 and that on line 26 of the Storm Sewer Inventory Report from Storm Sewers do not match. Though it is not anticipated to adversely affect the gutter spread, Dawood suggests these be corrected or adjusted for consistency.
10.	The plans contain no guardrails in locations where Dawood would expect their presences (see PennDOT's Design Manual-2, Chapter 12). Please clarify or revise the plans accordingly.

**General Comments:**

1.	The proposed intersection of Westgate Drive Extended and Roosevelt Avenue is shown as a right-in/right-out access, prohibiting northbound left turns into Westgate Drive Extended from Roosevelt Avenue, and prohibiting left turns onto Roosevelt Avenue. Details should be provided on the plan regarding the placement of "No Left Turn" signs. Additionally, the plan should indicate if the "right-out" to go south on Roosevelt Avenue is a "yield" or "stop" sign. (YCPC Comment Memo)
2.	The dimensions and other details should be provided for the proposed right-in/right-out access control "porkchop". (YCPC Comment Memo)

3.	The requested waiver statement on the Title Sheet of the plan must be updated to reflect the outcome and date of action prior to recording the plan.
4.	An E&S plan and N.P.D.E.S. approvals by the YCCD are required prior to recording the plan.
5.	An Operation and Maintenance agreement will be required for each lot involved in the land development.
6.	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)
7.	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)
8.	All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
9.	All final plans, as recorded, shall be submitted in electronic format (i.e. PDF)
10.	A Knox Box will be required for each property involved in the land development.

On July 25, 2024, the Board of Supervisors unanimously voted to grant the following deferment and waiver:

D1.	§121.25 Sidewalks. Applicant is requesting a deferment for the installation of sidewalk along the extension of Westgate Drive and the property's Roosevelt Avenue frontage.
W1.	§121-23.H.4 Vertical Alignments. Applicant is requesting a waiver to allow a slope of 2 to 1 on proposed Lot 3 and proposed Lot 4.

MOTION: R. Ruman

SECOND: G. Margetas

MOTION PASSED UNANIMOUSLY

**L. T-895 PHIL CARPENTER HOMES SUBDIVISION PLAN SEWER DISCUSSION:**

The Board discussed the connection of public sewer to this proposed subdivision plan on Baker Road, near the intersection of Baker Road and Taxville Road. The Board agreed that since sewer lines would be run in this area, it would be asked for existing property owners that do not have sewer, to hook up to the public sewer. However, if they have a working septic they would not need to hook up until it fails, or they sell the property. The Board also added that they would like staff to meet with the applicant to discuss further.

M. PLANNING COMMISSION VACANCY: Discussion was had by the Board on the applicants that had applied for the open Planning Commission vacancy. Motion was made by Chairman Harlacher to appoint Matthew Biehl to the position. Vice Chairman Ruman disagreed and motioned to appoint Jackie Cramer to the position. Supervisor Margetas second the motion made by Chairman Harlacher to appoint Matthew Biehl to the planning commission vacancy. Mr. Biehl's term will begin immediately.

MOTION: S. Harlacher  
SECOND: G. Margetas  
MOTION PASSED ON A 2-1 VOTE

N. CABLE FRANCHISE AGREEMENT AUDIT DISCUSSION: This item has been resolved by staff. No need for discussion.

O. UPDATED TRASH ORDINANCE: Solicitor Herrold gave a brief overview of the need to update the trash ordinance due to confusion over the current one. Motion was made to approve allowing Solicitor Herrold to advertise that an update would be made to the current Ordinance. This will be on the agenda for approval by the Board at its August meeting.

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

P. TOWNSHIP BURN BAN: Motion to ratify a Township burn ban that was put into effect on July 19<sup>th</sup>, 2024. The Chief recommended that the burn ban could be lifted due to the amount of rain the area had received. This motion also included lifting the burn ban effective immediately until further notice.

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

### **ADMINISTRATIVE REPORTS:**

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. Director Trimmer shared that the Old Tyme Carnival was a success and thanked the fire and public works departments for their help. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. Whittaker announced the audit was completed and posted on the website. He also informed the Board that the Comcast installation would be completed by the end of the month. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Chief Laughman shared that the fair was running smoothly. No further questions.

- D. POLICE CHIEF: Chief Snyder's report was reviewed. Chief Snyder gave an update on the fair. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch's report was reviewed. Manager Kelch informed the crowd and Board that staff was working on revising the trash contract, and that it would be advertised soon. A decision will be made at the August board meeting. 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. Director Shaw shared that he ordered the 200 tons of salt for the upcoming winter months. 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	35593-35698	\$ 512,221.46
Liquid Fuels	1506-1516	\$ 17,564.99
Sewer Fund	6149-6188	\$ 742,250.93
Payroll #14 Pay Ending 06/29/24	Paytime Vouchers	\$ 127,325.66
Payroll #15 Pay Ending 07/13/24	Paytime Vouchers	\$ 132,114.36

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

**ADJOURNMENT:**

Motion to adjourn the meeting at 8:16 p.m.

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