

PUBLIC BOARD MEETING MINUTES

March 28, 2024

Chairman Harlacher called the meeting to order at 7:21 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
Matthew Emig – Police Lieutenant
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. Randy Drais, 1860 Hayward Road, addressed the Board about the West York School Districts athletic field improvements. He explained that residents in the area had concerns about certain proposed aspects of the improvements such as the stadium lights and stormwater issues at Sunset Lane baseball field area. Residents also have concern for noise issues if they allow games to be played at night. Lastly, Mr. Drais discussed the health and environmental issues turf can pose if they use it to re-do the fields. Mr. Drais brought up that he will be attending the planning and zoning hearing board meetings in April where the submitted variances needed by the school district will be discussed and voted on.

APPROVAL OF MINUTES:

- A. The minutes of the February 22, 2024, Public Meeting were provided for approval. Motion to approve the Public Meeting Minutes of February 22, 2024, as presented.

MOTION: R. Ruman
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 April 25, 2024, meeting.

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

NEW BUSINESS:

- A. HRG INTRODUCTIONS OF SERVICE: Ms. Robin Kohler from HRG introduced herself to Board and gave a brief overview of the engineering firm and services offered. The Township contracted HRG to review proposed ordinance changes submitted by the West Manchester Town Center developers. HRG will be reviewing these requests on behalf of the Township, with expenses being paid by the developer. The Board thanked Ms. Kohler for her time.
- B. STREET LIGHT TAX REQUEST: Mr. Joel Jackson from 1200 Taxville Road made an official request to the Board to have his street light tax rate brought down to a more reasonable amount based on what adjacent neighbors are currently paying. Motion to approve a street light tax reduction for this address to \$96.00 a year.

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

- C. BRENDA ROAD POLICE ENFORCEMENT: Matthew Emig, lieutenant on the Township police force gave an update on the request by residents to monitor the speeding and non-compliance of motorists not stopping at the stop sign at Potomac Avenue. Lieutenant Emig

explained that a mobile speed center was placed on Brenda Road to gather information on traffic speed and to later use this information to enforce speeding. Police have also been monitoring this area for drivers not making the stop at Potomac Avenue.

- D. WESTMINSTER DRIVE FENCE ISSUE: Motion to approve allowing the homeowner at 2553 Westminster Drive apply for and receive a waiver from the Board to allow their fence to be placed in the drainage easement.

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

- E. T-886 FINAL LAND DEVELOPMENT PLAN BUILDING 8 EXPLANSION FOR BAE SYSTEMS LAND AND ARMAMENTS, LP: Motion to approve a final land development plan and waivers depicting a 3,995 square foot building expansion and a 4,804 square foot addition to existing Building #8 located at 1100 Bairs Road (Tax Map: HG; Parcel: 0056A) in the General Industrial (I-3) Zone. There is no financial security due to no public improvements being proposed. Mr. Grant Anderson from Site Design was present to give an overview of the project and answer any questions. Manager Kelch asked Mr. Anderson if they had any objections to completing the waivers. He answered they did not.

Subdivision and Land Development Ordinance (SLDO):

1. A statement on the plan indicating any waivers. This statement must be revised, prior to recordation of the plan, to acknowledge the outcome of the requested waivers. (§121-14.D.14 & §121-15.D)

General Comments:

1. 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)
2. 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)
3. All administrative items shall be addressed prior to plan recording (payment of all invoices, etc.)
4. 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.

The Board of Supervisors granted the following waiver requests on March 28, 2024:

- W1. Preliminary Plan. (§121-9)

W2. Location of existing features within 200 feet of the subject tract. (§121-14.C.3)

W3. Drafting Standards. (§121-14.A.1 & §121-15.A)

A waiver is being requested for the 1" = 150' scale plan on Sheet C-3.

W4. Location and Description of Existing Lot Markers and Monuments. (§121-14.B.11 & §121-15.B) A waiver request from requiring property markers to be set has been added to the Title Sheet.

W5. Sidewalks and Curbs. (§121-25)

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- F. ESTABLISH FINANCIAL SECURITY FOR T-880 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR STOLTZFUS – WEST MARKET STREET: Motion to approve a financial security estimate prepared by Warehaus Engineers for a conditionally approved preliminary/final land development plan in the amount of \$444,713.81. The subject property is located at 4380 West Market Street in the Local Commercial Zone. Dawood Engineers has reviewed the financial security estimate and finds it acceptable for the project.

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- G. TOWNSHIP LOGO SIGN: Discussion was had by the Board and Manager Kelch on updating the back wall behind the Board with a more professional look. Manager Kelch proposed a handmade Township logo sign with a map of the Township behind it. Manager Kelch explained this cost was not in the budget, but money is available to make the updates. Supervisor Margetas agreed that a change should be made, and asked how much this would cost. Manager Kelch said roughly \$7,000.00. A motion was made to investigate improving the back wall and move forward with the project with costs not to exceed \$7,000.00.

MOTION: G. Margetas

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

- H. MOTHER'S AGAINST DRUNK DRIVING: Motion to approve a request from representatives of MADD for permission to sell chance tickets at their car show that will occur on May 11th, 2024.

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

- I. APPLICATION FOR PAYMENT: Motion to approve application for payment #1 from CSL Services, Inc. for the 2023 Wastewater, Infiltration, and Inflow monitoring study. The Requested payment amount is \$48,675.00. Engineer Niederoest gave an update to the Board on what this study entailed.

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

- J. CHIEF SNYDER OUTSIDE EMPLOYMENT: Motion to approve allowing Chief Snyder To teach criminal justice classes at York College.

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

- K. TAX CREDIT APPLICATIONS APPROVAL: Motion to approve the 2023 Tax Credit applications for the listed volunteer firefighters. All applications match the eligibility list, and staff need approval to issue tax credit certificates.

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

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. Trimmer announced that the Spring/Summer Newsletter is being mailed out. Director Trimmer also thanked Mr. Lee Woodmansee for his donation. No further questions.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. Whittaker announced that staff will be meeting with the new 457 Plan advisors in April. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Chief Laughman happily announced that he received the ISO review audit and that the number for the Township had been lowered to 3. This is a big accomplishment, and he thanked his staff for working hard to obtain this rating. This will help lower premiums for homeowners' insurance in the Township. Chairman Harlacher thanked Chief Laughman. Vice-Chairman Ruman asked what steps had to be taken to receive this new rating. Chief Laughman explained. Vice-Chairman Ruman thanked him and all members for their hard work. Vice-Chairman Ruman asked Chief Laughman about the possibility of having to pay fire drivers during daylight hours since it is hard to find help during these times with people at their regular jobs. Ruman asked the Chief to do some research on this to see what options are out there. No further questions.
- D. LIEUTENANT: Chief Snyder's report was reviewed. Lieutenant Emig announced the officer David Keller retired with 32 years of service for the Township. Supervisor Margetas thanked Officer Keller for his service. No further questions.

- E. TOWNSHIP MANAGER: Manager Kelch’s report was reviewed. Manager Kelch thanked the Board for the opportunity to attend the PSATS conference in April. Manager Kelch announced that Shentel Glo Fiber will begin work in the Township installing fiber lines to bring competition for internet and cable service into the Township. No further questions.
- F. ENGINEER: Engineer Niederoest report was reviewed. Engineer Niederoest announced that the Chapter 94 reporting was complete. He also explained that over 5,000 linear feet of sewer pipe were inspected last year, and leaky pipes were fixed. No further questions.
- G. ZONING OFFICER: Officer Sampere’s report was reviewed. No further questions.
- H. SOLICITOR: Solicitor Herrold’s report was reviewed. Solicitor Herrold mentioned an amendment to his report regarding the trash payment collection for delinquent customers. Solicitor Herrold has been working with staff to collect these past due amounts. To date the Township has collected \$16,000.00. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw’s report was reviewed. Director Shaw gave an update that his crew has been working on fixing stormwater pipes and road improvements. Vice-Chairman Ruman inquired about the road on South Salem Church Road due to the high amount of traffic from the warehouses. Ruman asked if it would be feasible to fix the road from the railroad tracks up to Route 30 and asking the businesses along this portion of the road to help with the cost. Director Shaw said just for that small portion of road it would cost roughly a quarter of a million dollars. This was not one of the projects Director Shaw had planned for this year. Supervisor Margetas gave his opinion that he did not think it was right to ask these businesses for more money since they already pay taxes, and that money could be used to fix the roads. 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	34999-35160	\$ 816,413.55
Liquid Fuels	1452-1472	\$ 14,857.42
Sewer Fund	6013-6050	\$ 416,932.20
Payroll #5 Pay Ending 02/24/24	Paytime Vouchers	\$ 135,726.92
Payroll #6 Pay Ending 03/09/24	Paytime Vouchers	\$ 122,473.91
Payroll #7 Pay Ending 03/23/24	Paytime Vouchers	\$ 127,564.71

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