

PUBLIC BOARD MEETING MINUTES

October 27, 2022

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

ATTENDANCE:

Supervisors Present:

Steven Harlacher – Chairman
Dave Markel (remote) – Vice Chairman
Ronald Ruman – Supervisor

Staff Present:

Kelly Kelch – Township Manager
Lori Trimmer – Parks & Recreation
Keith Whittaker – Finance
Clif Laughman – Fire Chief
John Snyder – Police Chief
Rainer Neidoroest – Engineer
Rachelle Sampere – Zoning & Codes
Andrew Herrold – Solicitor
Rich Shaw – Public Works
Laura Mummert – Stenographer

CALL TO ORDER:

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. Vicki Wheeler, 204 Stonegate Dr., expressed her concern to the Board about the cost for sewer, and that with the increasing rates it is hard for a retired, single person to afford this utility. She asked the Board to consider installing a monitor in homes like the water or gas companies do, and that a household is charged based on usage instead of a flat fee. Manager Kelch explained to Ms. Wheeler why the price has increased, and offered to have a meeting between her, himself, and Finance Director Whittaker to better explain the situation and answer any further questions.

B. Randy Drais, 1860 Hayward Road, thanked the Board and Township staff for updating the stormwater/sewer projects on the website as promised. He also spoke about the proposed volunteer firefighters tax exemption, explaining he is for it, but wanted to see how the Township would make up for it. He offered his opinion that staff should look into tax-exempt entities to give donation to the Township in lieu of taxes. Supervisor Ruman made a motion to have staff meet with some tax-exempt businesses. Chairman Harlacher inquired why we would donate money to some local non-profits, but then ask money from others? Discussion was had between the Board. Supervisor Ruman amended his original motion to ask staff to compile a list of possible entities by the November Board meeting for consideration. Chairman Harlacher second the motion. Motion was passed unanimously.

C. Angela Lawson, 2296 Heather Road, expressed her concern to the Board of stormwater issues she is experiencing during heavy rain, and it is flooding her backyard. Township staff has met with Ms. Lawson regarding this, and it was found that when the development was originally built, the contractor did not take proper measures to ensure flooding would not occur. Ms. Lawson is going to look into regrading her property to alleviate this issue. Chairman Harlacher made a motion to have Township staff investigate this further once work is completed at this address. Supervisor Ruman second the motion. Motion was passed unanimously.

Ms. Lawson also expressed her concern and questioned the new Ordinance regarding commercial vehicles being parked along the road. She claimed she has called into the Township about this twice, and nothing has been done. Chief Snyder informed her he would look into this issue.

APPROVAL OF MINUTES:

- A. The minutes of the September 22, 2022, Public Board Meeting were provided for approval. Motion to approve the Public Meeting Minutes of September 22, 2022, as presented.

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

- B. The minutes of the September 22, 2022, Public Hearing Meeting were provided for Approval. Motion to approve the Public Hearing Meeting minutes of September 22, 2022, as presented.

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

OPEN FLOOR DISCUSSION:

None

OLD BUSINESS:

None

NEW BUSINESS:

A. T-872 PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR PROPOSED RETAIL BUILDING AND DRIVE-THRU/FAST FOOD RESTAURANTS FOR WEST MANCHESTER TOWN CENTER: Motion to table the proposed construction of a retail building and two (2) drive-thru restaurants with associated parking, access drives and stormwater management as part of a shopping center located on the 2.34-acre residual Lot 4 of West Manchester Town Center due to outstanding issues.

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

B. RESOLUTION 22-16, APPLICATION TO THE PENNSYLVANIA MUNICIPAL ASSISTANCE PROGRAM: Motion to ratify Resolution 22-16, authorizing an application to the Pennsylvania Municipal Assistance Program for a project to update the Township Comprehensive Plan. This program offers grants-in-aid for projects through the Municipal Assistance Program.

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

C. RESOLUTION 22-17, COMPLYING WITH ACT 57 OF 2022: Motion to approve Resolution 22-17, enacting Act 57 of 2022 regarding real estate tax bills. Act 57 directs tax collector to waive additional charges to real estate taxes in certain situation.

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

D. SHENTEL GLO FIBER CABLE FRANCHISE AGREEMENT REQUEST: Motion to approve authorizing the Township Solicitor to advertise an ordinance to approve the the cable franchise agreement. The Board will consider this ordinance at its November 10th meeting.

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

E. ROAD CLOSURE REQUEST: Motion to approve a road closure request for a block party on October 29th from 5 to 9 p.m. The closure would be on Loman Avenue between Hempfield Drive and Walnut Bottom Road.

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

F. STORMWATER MANAGEMENT ORDINANCE 22-09 AMENDMENT: Motion to approve the Stormwater Management Ordinance 22-09. This amendment was to address elicit discharge and riparian buffers as recommended by the Pennsylvania D.E.P.

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

G. ORDINANCE 22-08, HANDICAP PARKING REQUEST: Motion to approve Ordinance 22-08, request for a handicap parking spot located at 1349 Old Salem Road. The Ordinance has been advertised and traffic and engineering study was performed.

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

H. WEST YORK SCHOOL DISTRICT SRO: Motion to table an agreement between West York School District and West Manchester Township for an additional School Resource Officer (SRO). An agreement has not been made on the price for the SRO, this item will be tabled to the November Board meeting.

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

I. TAX HEARING OFFICER APPOINTMENT: Motion to approve re-affirmation of Appointment of Ms. Jennifer W. Brown, Esq. as the Local Tax Hearing Officer for West Manchester Township and execution of the agreement to retain her services.

MOTION: S. Harlacher
SECOND: D. Markel

MOTION PASSED UNANIMOUSLY

J. ROAD CLOSURE: Motion to ratify a road closure request for Richardson Street from October 10th until October 21st, 2022. This closure was for Columbia Gas to install a new gas main.

MOTION: R. Ruman

SECOND: S. Harlacher

MOTION PASSED UNANIMOUSLY

K. PA UNIFORM FIREARMS ACT: Motion to approve permitting the Township Solicitor to redraft the ordinance to comply with the PA Uniform Firearms Act.

MOTION: S. Harlacher

SECOND: R. Ruman

MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS:

- A. RECREATION DIRECTOR: Director Trimmer's report was reviewed. Director Trimmer thanked UPMC for their donation to provide dinner for the North Pole Speakeasy event, and that this event has been sold out.
- B. FINANCE DIRECTOR: Director Whittaker's report was reviewed. Director Whittaker updated the Board that the 2021 audit was complete. No significant findings were reported. He mentioned the 2023 DRAFT Budget was provided. He also explained that the Board will be provided stormwater and sewer projects for consideration for 2023 at the November meeting. No further questions.
- C. FIRE CHIEF: Chief Laughman's report was reviewed. Supervisor Ruman asked where he was with the fireworks ordinance. He explained he and Solicitor Herrold had looked into this. Solicitor Herrold asked the Board for extended time to work on this, as there are still a lot of issues with the law. No further questions.
- D. POLICE CHIEF: Chief Snyder's report was reviewed. Chief Snyder gave an update on the homicide case that occurred in the Township last year. No further questions.
- E. TOWNSHIP MANAGER: Manager Kelch's report was reviewed. Manager Kelch announced that Township staff was participating in the United Way fundraising campaign, and those that donate can participate in wearing jeans or "No Shave November". He also announced that trick-or-treat will be held on October 31st from 6 to 8 p.m. No further questions.
- F. ENGINEER: Engineer Neideroest's report was reviewed. He explained that work began for the Haviland Road sewer project. Conversation was had with DCED regarding grants available. He recommended that the Township apply for help with the Warwick Road area sewer/stormwater work. No further questions.
- G. ZONING OFFICER: Officer Sampere's report was reviewed. Sampere announced that she submitted the grant for the comprehensive plan. Question was made

regarding condemned homes, and why the coroner no longer reaches out to the Township to notify us of when this occurs. Officer Sampere said she would look into this. No further questions.

- H. SOLICITOR: Solicitor Herrold's report was reviewed. Herrold announced he will not be present for the November Board meeting. Attorney Corey Dillinger will be in attendance. No further questions.
- I. PUBLIC WORKS DIRECTOR: Director Shaw's report was reviewed. No further questions.

STORMWATER MANAGEMENT/MS4

Zoning Officer Sampere noted that the Township's MS4 Storm Water Inspector is available Monday thru 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	32806-32959	\$ 2,229,475.17
Liquid Fuels	1220-1230	\$ 5,242.69
Sewer Fund	5424-5469	\$ 483,754.26
Payroll#18 Pay Ending 9/24/22	Paytime Vouchers	\$ 119,989.00
Payroll#19 Pay Ending 10/08/22	Paytime Vouchers	\$ 114,446.92
Payroll#20 Pay Ending 10/22/22	PAytime Vouchers	\$ 120,816.34

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

ADJOURNMENT

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

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