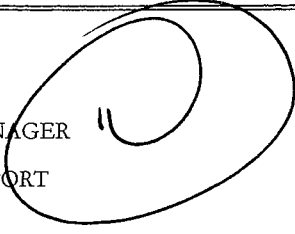

WEST MANCHESTER TOWNSHIP - INTEROFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: KELLY K. KELCH, TOWNSHIP MANAGER
SUBJECT: FEBRUARY 2024 – MANAGER'S REPORT
DATE: 2/16/2024



1. Road Closure (Filbert Street) - As the Board was notified, Filbert Street from Oxford Street to Berwick Street was closed from February 5th to February 9th for a water line repair. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of February 22nd for official ratification by the Board.
2. Ratification of New Phone Service - The Township was previously provided phone service through Frontier Communications. As per the attached letter, the Township was given notice on January 25th that as of March 1st, the service would no longer be available. A decision was made to move the phones lines from Frontier to Comcast and just combine them with our current internet service. Based on our research, an internet-based phone system offers many advantages over land lines such as faster speed, clearer voice quality and cost. The switch to Comcast will actually result in an estimated monthly saving of approximately \$230.00 per month. The matter will be placed on the agenda for ratification by the Board at its meeting of February 22nd.
3. West York School District Informational Meeting – The West York School District (WYSD) held an informational meeting on Thursday, February 15th at the Township Building to discuss the proposed improvements to the athletic fields along Bannister Street and Brenda Road. The meeting was attended by approximately 100 residents. Most of the issues discussed related to taxes and the facilities themselves but some residents did bring up the issues of stormwater management and traffic. These issues will be addressed during the land development.

4. Rabbittransit Planning for Tomorrow Transportation Workshop – On Monday, February 12th, I was one of a select number of individuals from York, Cumberland and Dauphin Counties invited to participate in Rabbittransit's workshop. Rabbittransit is exploring the concept of High Intensity Transit Corridors. They have engaged a firm to identify and study a set of corridors for improved transit in the rabbittransit service area that combine frequent service with improved infrastructure and to define that level of service and infrastructure. It will serve as a long-range master plan and also be the basis for decision makers to select corridors for initial development and to pursue funding for those corridors. It will also contain recommendations for where some of the service and infrastructure features of these high intensity corridors could be relevant outside these corridors. The area surrounding the mall was identified as one of the possible corridors. I was honored to be selected to participate in this very important project and update the Board on future meetings and will keep the Board updated on this matter.
5. Emergency Services Appreciation Banquet – The West Manchester Township Fire Department will hold their Annual Appreciation Banquet on Saturday, March 2nd at the Wyndham Garden Resort. Award winners from this event will be recognized by the Board at the annual Police and Emergency Services Award Meeting to be held sometime in May. Thank you to everyone who will be attending and for all that you do for WMT.
6. GFNY Race- GFNY is a personal endurance biking challenge where you compete against others, the clock and yourself. GFNY NYC serves as the GFNY World Championship for the GFNY World Series of races. GFNY has evolved from its historical roots as an abbreviation for "Gran Fondo New York.". Last year was the inaugural race in York. The race starts and ends in York while reaching throughout Hanover, Glenville and Jefferson. A small portion of the race goes through the Township on west College Ave, Woodberry Road and Indian Rock Damn Road. The race is scheduled to take place on June 16, 2024. According to the PD, the event organizers do all of the planning and the impact to the Township for this event was minimal. All overtime costs will be billed to the applicant, same as last year. Authorization for this event will be placed on the agenda for approval by the Board at its meeting of February 22nd.

7. York Fair Press Release – Attached please find a copy of a press release issued by the York State Fair regarding a new partnership with Harrisburg University of Science and Technology. The project claims to “hold the potential to become a national model for educating the future farmers of our community while providing physical demonstrations and tangible examples of how emerging technologies can be used to increase yield and profitability on the farm while improving the use of natural resources. The planned partnership presents opportunities to involve internationally recognized organizations that will bring significant resources to the project’. The Township has not officially been contacted by the Fair to discuss what this project actually is but Zoning will be contacting them to discuss the press release and what, if any, approvals are needed from the Township.
8. Sewer Line Emergency Repairs. On Tuesday, February 13th, the Township discovered a sewer leak in the field behind the police department. Upon further investigation, the force main that runs from the Markets Street pump station to the water tower at the intersection of Greenwood Road and Catherine Street had a leak. H&H Excavating was called for an emergency repair and the Township self-reported to DEP and is awaiting further instructions. I will keep the Board informed on this matter.
9. 457 Deferred Compensation Plan – The Township has provided Polaris Advisors and One America Financial with the proper termination notice and begun the transition to Conrad Siegal for the administration of the Township’s 457 Deferred compensation plan. It is anticipated that this process should be completed by May of 2024. Along with Conrad Seigal proving the investment advisor services, Charles Schaub Trust will be the custodian of the plan assets. I will keep the Board updated on the transition.
10. Dover Fire Company Complaint – The owner of Hakes’ furniture store called the Township to file a complaint against the Dover Township FD about driving and speeding on Carlisle Road when responding in the Township. Chief Laughman informed him that he needed to call Dover Township but he stated that he would be attending the next Board meeting to address this issue with the Board. His complaint was forwarded to the Dover Township Manager.

11. Delinquent Garbage Bills – As the Board is aware, in February of 2019 the Township passed Ordinance 2019-03 which allowed for the collection of Attorney's fees and other charges incurred during the collection of delinquent garbage accounts. As it does periodically, the Township has reviewed its status of delinquent accounts and has begun once again working with the Township Solicitor on the execution of delinquent garbage accounts. While the Township has been very mindful of the economy, rising costs and the toll it has taken on our residents, we must continue this process to ensure that our bills can be paid and out of fairness to those who continued to be current on their accounts during this time. Notices were sent out and enforcement is anticipated to begin at the beginning of April. We have had some calls from individuals who received the notices, but no payments as of yet. I will keep the Board informed on this matter.
12. Canary Circle Dangerous Building – Staff is currently working with the Solicitor regarding 230 Canary Circle. At its meeting of January 25th, the Board authorized the staff to begin the process of declaring the structure a dangerous building. Staff and the Solicitor are in the process of providing the needed notices to the property owner and will then coordinate scheduling a hearing with the Board regarding this matter.
13. Shentel GLO Fiber – Staff met with representatives of Shentel GLO fiber regarding the permitting and engineering stage of their cable installation in the Township. It appears they will be installing 42 miles of lines via co-location on existing poles and approximately 20 miles of underground lines, providing service opportunities to about 6,900 homes. It is anticipated that construction should begin around February.
14. Frito Lay Meeting – The scouring work has been completed. It is my understanding that Frito Lay will now begin monitoring the lines. As some point, I expect Frito to request another meeting to discuss the results of the monitoring and continue discussions on increasing the concentration of the sewer affluent that is discharged from the plant. I will keep the Board informed on this matter.

15. “My WMT” Citizen Engagement System – On March 1st the Township officially launched “My WMT”. Township Residents can text "Hello" to 855-976-9968 to sign up for MyWMT. The service, launched through a partnership with Citibot, will allow community members to ask questions, report an issue and receive text alerts. The system has been very consistent, seeing continual resident sign-up. Staff has also been very proactive with the system, asking residents who contact the Township if they would like to sign-up and going over the enrollment with them over the phone or email.
16. West Manchester/Dover Township Little Conewango Floodplain Mitigation Project – The Board was previously informed that the project has been approved by FEMA. The project will remove excess sediment, improve groundwater connectivity, and create a vast stream-wetland floodplain complex. Restoration efforts will restore habitats, add flood storage, reduce sediment loading, and help to process pollutants. It will also mitigate potential infrastructure failure, such as the 30-inch sanitary sewer interceptor. It will help the county reduce its annual pollutant load as well. The floodplain will be seeded with native grass, sedge, and rush mix and as such will provide stability, habitats and carbon sources. It was originally anticipated that it will take approximately 3 -6 months to process the grant and then 9-12 months to complete the project. We were informed on February 15th that FEMA will require additional permits due to disturbing the flood plain. It is now anticipated that the work will not begin until sometime in 2025. I will keep the Board informed regarding this matter.
17. Grandview Golf Course Streambank Restoration Project – Staff met with representatives of Grandview Golf Course and Dover Township regarding a proposed streambank restoration project, which is a continuation of the one done with Dover Township for the Little Conewango Creek. The applicant has received funding from the York County Stormwater Consortium for permitting and design. The purpose of the meeting was to update the Township and inform us that they will be seeking grant opportunities and may be approaching the Township for assistance, including financial as well as a letter of support. They plan to make a brief presentation in the near future to update the Board on the project.

18. York County Housing Study – Several months ago, I was asked to take part in a housing study being done by the YCEA. Over the last few months, the YCEA has drafted priority actions based on the input they received from the study. On Tuesday, February 21st, the YCEA will reconvene the members of the study to share the drafted actions and discuss whether these suggestions support the overall housing environment. I will be attending on behalf of the Township and report my findings back to the Board.