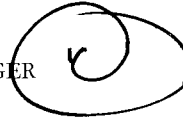

WEST MANCHESTER TOWNSHIP - INTEROFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: KELLY K. KELCH, TOWNSHIP MANAGER
SUBJECT: JULY – MANAGER'S REPORT
DATE: 7/17/2026



▼ Symbol denotes the item has been updated since the last meeting.

1. ▼ West York School District Construction Project/Storm Sewer Replacement Project – Immediately following the Board meeting in June, Township staff and the Township Engineer devoted considerable time to addressing a deteriorated storm sewer pipe discovered within North Adams Street in conjunction with the West York Area School District Main Campus Improvements Project. The condition of the existing pipe created a potential public safety concern and posed a risk to the integrity of the Township roadway, requiring prompt corrective action. The existing pipe was aging but continued to be functional due to the support provided by the surrounding soil and roadway structure. The pipe became non-functional and the condition evident after excavation associated with the districts project disturbed the structure, necessitating immediate corrective action to ensure a safe and stable condition. During these discussions, the district initially denied responsibility for the repair however the township clearly established that, as stated on the approved land development plans, the district had agreed to provisions that required them to restore any disturbed infrastructure to at least the same working condition as before the construction project. Eventually, after the threat of a stop-work order, the district performed the necessary repairs in accordance with the approved plans. I suspect that the district will raise the issue of responsibility again at a later date due to an email sent by the contractor stating that even though they proceeded with the work, it was not an admission of liability, fault or responsibility. Legal Counsel is confident in our position and I will keep the board apprised of any new developments.

2. ▼ Road Closure Ratification (North Adams Street) – As the Board was notified, North Adams Street from Bannister Street to Leonard Street to was closed from June 30th to July 1st for an emergency pipe repair associated with the school district project. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of July 23rd for official ratification by the Board.
3. ▼ Emergency Disaster Declaration – After severe storms hit York County over the July 4th weekend, the York County Commissioners declared a disaster emergency. The declaration runs from July 4th through July 30th and makes York County eligible for disaster-related financial assistance if a disaster declaration is later approved for Pennsylvania. Chief Laughman and the FD have been tracking the damage that occurred in the township. Several large trees fell on homes and destroyed fences throughout the township, including a large tree from Loman Park which destroyed a fence on the neighboring property on Hempfield Drive. Staff recommend that the Board also declare an emergency disaster declaration to allow the township to submit for reimbursement, if a state disaster is declared. This item will be placed on the agenda for consideration by the Board at its meeting of July 23rd.
4. ▼ U.S. Immigration and Customs Enforcement (ICE) 287 (g) Program Agreement - After re-evaluating the information presented and the concerns expressed by community members during the previous discussion of the proposed 287(g) agreement in March, staff recommends bringing the matter back to the July public meeting for additional review. This renewed discussion will allow staff to provide clearer information, address misconceptions, and present specific strategies to alleviate residents' concerns while showing why we believe the program is beneficial to the township. By offering more detailed explanations, allowing opportunities for public input, and outlining safeguards that promote transparency and accountability, we can ensure the board and the community have the necessary context to make an informed decision to either approve the agreement or remove it from the agenda entirely. Lt. Hanuska will be presenting the additional information along with Chief Snyder. This matter will be discussed again at the board's meeting of July 23, 2026.

5. York Fair Agreement – At its meeting of March 26th, the board acted on a fair share agreement with the York Fair. A copy of the executed agreement was returned by the Fair and representatives from the Fair indicated that the first payment will be forwarded sometime in July. I will inform the Board when the agreement and payment is received.
6. ▼ Norris Tract Development Discussion – The Township met with representatives of a regional builder that has expressed interest in developing the Norris tract, which is also partially located in Jackson Township. Previously, Jackson Township had no interest in serving this property or any parts of Bair Station due to constraints in its pump station and capacity constraints. Jackson Township has now indicated that they would be interested in having a discussion to serve at least their portion of the Norris tract. Representatives of the township and the township engineer are meeting with Jackson Township on July 28th. I will provide the board with an update after the meeting.
7. ▼ Municipal Police COLA Legislation – On July 12, 2026, Governor Josh Shapiro signed the 2026-2027 state budget into law. This budget also included legislation to provide a cost-of-living adjustment (COLA) for retired municipal police officers and firefighters. Many concerns have been raised regarding the long-term financial impact of this unfunded mandate on local municipalities. Some projections from the Independent Fiscal Office (IFO) project that this legislation will cost approximately \$285.5 million dollars to municipalities over the next ten (10) years. While the state contends that state aid will offset some of the increase, the IFO estimates that state aid will only cover 25.9% of the cost. We have forwarded this information to our actuaries but anticipate additional budgetary pressure this year due to this unfunded liability. I will keep the board informed on this matter.
8. ▼ York State Fair – “America’s First Fair”, the York State Fair will begin on July 24th and will run through August 2nd. Chief Laughman, Chief Snyder, Lt. Hanuska, Lt. Emig and I attended a safety briefing at the fairgrounds and have been working with the York State Fair staff and neighboring Law Enforcement and Public Safety on incident response. We look forward to this great event and will continue to work with our local law enforcement partners to ensure the safety of all who attend.

9. ▼ National Night Out Events – The Police and Fire Departments are in the process of organizing West Manchester Township’s Annual National Night out. Once again, Officers’ Harner and Estevez will be organizing the event for the PD. The event will be held on Tuesday, August 4th at Sunset Lane Park. National Night Out is an annual community-building campaign that enhances the relationship between neighbors and Law Enforcement/EMS while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. There will be plenty of fun activities, crime prevention information, entertainment and food which will be free to the public. We expect several members of Township staff, the Police Department and volunteer Firefighters to be participating in the event and hope to see everyone there!
10. ▼ Rezoning Request 99 Hokes Mill Road – Staff received a rezoning request from Peter Ruth on behalf of McDonogh, LLC, the property owner, to rezone 99 Hokes Mill Road from R-5 Residential to Light Industrial. The existing facility has been used as industrial for some time and the existing warehouse and storage facility was allowed by special exception. The property across the street is also zoned industrial, however the property is surrounded by residential uses. The board forwarded the application to the Twp Planning Commission and the York County Planning Commission for their review and recommendation. The Township Planning Commission recommended denial of the application while the York County Planning Commission will review the proposal at its meeting of July 21st. A public hearing has been scheduled to hear the request prior to the Board’s meeting of July 23rd and formal action on the request will be placed on the agenda for consideration later that evening.
11. ▼ Zoning Ordinance Update – The steering committee has been continuing to meet regarding the zoning ordinance update with the next meeting scheduled for July 27th. Extremely productive discussions regarding several needed and well-considered changes are being suggested and evaluated. I will keep the Board informed on our progress.

12. ▼ 2027 Budget - As hard as it is to believe, it is already time to begin work on the 2027 budget. As always, our goal is to develop a budget that has the minimum possible impact on our residents while maintaining the high level of services they expect. We remain committed to presenting the Board of Supervisors with a financial plan that continues to invest in our community through support for emergency services, code enforcement, recreation opportunities, and street and infrastructure improvements, while striving to hold the line on tax increases. The budget process is a team effort, and everyone's effort is critical to its success. Following please find a copy of the 2027 budget schedule.

- Department Heads see Keith Whittaker for budget forms and a copy of the 2026 budget to be used as a guide: Now - Friday, August 7th.
- Draft Departmental Budgets given to Finance Director: Friday, August 28th.
- Departmental Meetings with the Finance Director and Manager: Tuesday, September 1st – Friday, September 18th
- First Draft Budget to B.O.S.: Thursday, October 24th
- Refine budget and estimates: Friday, October 25th – Thursday, November 5th.
- Official Preliminary Budget to B.O.S.: Friday, November 6th
- B.O.S. Meeting - Thursday, November 12th
- Budget Advertised and displayed: Friday, November 13th
- Budget Adopted: December B.O.S. Meeting – Thursday, December 17th

13. ▼ History Made Here Fourth of July Parade/Olde Tyme Carnival – We were informed that the York County 250th committee decided to cancel the 4th of July parade in York due to many of the municipalities having their own events. The Cultural Fair at the Fairgrounds was also postponed due to extreme heat and rescheduled for Oct. 2, 2026. The West Manchester Recreation Department also had to cancel its red, white and blue parade due to extreme heat but many of its America 250th festivities were incorporated into our Olde Tyme Carnival which was held on July 14th. Despite the cancellation of the parade and many other America 250 events, the carnival and fireworks were a tremendous success enjoyed by all!

14. ▼ PA American/Aqua Water Merger – The Township continues to monitor the ongoing Public Utility Commission (PUC) proceeding regarding the proposed merger between Pennsylvania American Water and Aqua Pennsylvania. Following the submission of direct testimony, testimony was received from the other non-Joint Applicant parties involved in the proceeding, which was generally critical of the proposed merger. Several parties have indicated they are seeking denial of the merger, while others have proposed conditions they believe should be imposed if the PUC approves the transaction. The primary argument presented is that PA American & Aqua have not met their legal burden under Pennsylvania law to demonstrate that the merger is in the public interest. The Joint Applicants are scheduled to submit rebuttal testimony, after which the need for any additional testimony from the Township’s perspective will be evaluated. In addition, PA American & Aqua have initiated discussions with all parties regarding a potential settlement. These discussions will provide an opportunity for the Township to communicate its concerns and identify any assurances or conditions necessary to address the Township’s interests, including confirmation that existing agreements and contractual obligations will continue to be honored following completion of the merger. The Township also received a partial favorable ruling on its motion to compel, resulting in the Joint Applicants being required to provide additional information during the discovery process. However, the additional information received did not change the Township’s position or overall strategy regarding the proposed merger. The Township will continue to monitor the proceedings and provide further updates following the initial settlement discussions, but our main objective continues to be written assurance that the merge will not affect the township’s existing agreement.
15. ▼ Transition to Part-time Paid Fire Company – Clif and I continue to work on the transition to paid, part-time firefighters. The township received 35 resumes for consideration, 26 of which were interviewed and offers have been made to fifteen (15) candidates. Nine (9) firefighters have completed our orientation process and will go live on Monday, July 20th with the remaining six (6) scheduled to start on the following Monday, July 26th. Thank you to all who participated in this process!

16. ▼ Tiny Muscles Stormwater Management Waiver Request – At its June meeting the Board tabled the request from the applicant to allow a fence in the stormwater basin. The applicant will present additional information and calculations, and this matter will be reconsidered at the board’s meeting of July 23rd.
17. ▼ Foreclosure Property Registration Ordinance – At the request of Supervisor Ruman, I was contacted by Kevin Sidella of HERA Property Registry regarding a foreclosure property registration ordinance for registering, monitoring, and enforcing maintenance of properties in foreclosure. The proposed ordinance establishes a mandatory registry, ongoing inspections, maintenance and security requirements, semi-annual registration fees, violations, and enforcement procedures. The contract outlines how Hera would operate the program, collect fees, provide training, and remit revenue shares to the Township, with automatic annual renewals and CPI-based fee increases. There is no cost to the township that I can see. I asked Andy to review this but the only concern I have is that this could be viewed as an added financial burden or back door tax placed on property owners or lenders, potentially creating some complaints. I have attached some additional information for your review. Staff will provide an official opinion after we speak with the Solicitor.
18. Little Conewago Creek Master Site Plan – As the Board is aware, staff is working with the Township Engineer, HRG, to develop a master site plan for the Little Conewago Creek Conservation Area to maximize its use for township residents. The master site plan will include a community survey to receive input for the project site from residents and the Recreation Advisory Committee as well as a data analysis and conceptual designs for the property. The RAC reviewed the plan which anticipates walking trails going around the perimeter of the open area with one or two cutting through the middle, leaving some green space, picnic tables and environmental/ education opportunities. Staff and HRG distributed the survey letter to neighbors and will answer questions and solicit comments from residents at the PAC meeting on April 15th before submitting the grant application. Staff and HRG had a pre-submission meeting and site review with DCNR on April 14th and Resolutions and funding commitment letters for both applicable grants have been previously approved and the submission has been made. I will keep the Board informed on this matter

19. Act 205 Repeal Request – As directed by the Board, I previously contacted Mayor Helfrich to request that he repeal the Act 205 tax due the City's self-touting, positive financial position. Act 205 allows municipalities to increase their earned income tax (EIT) rate to fund their municipal pension liabilities. In 2015, the City of York approved Act 205 and increased its EIT from 1% to 1.25%. With the sale of the wastewater treatment plant to PA American Water, the city stated in several news articles that they are flush with cash and paid off many of their municipal pension obligations. If this is the case, the city should immediately repeal this tax. As directed by the Board, I have contacted both Rep. Grove and Sen. Keefer's offices to request their help in eliminating this unfair tax. I will advise the Board once I receive a response.
20. West Manchester/Dover Township Little Conewago Floodplain Mitigation Project – The Board was previously informed that the project has been approved by FEMA. The project planned 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 would take approximately 3 -6 months to process the grant and then 9-12 months to complete the project. As the Board is aware, this project is on hold due to grant availability.

21. Frito Lay Meeting – The scouring work has been completed, and Frito Lay has gathered information that they have shared with PA American Water Company to support increasing the concentration of the sewer affluent that is discharged from the plant. This change is supposedly based on a Frito Lay alternative to help the environment, which also lowers their quarterly sewer bills. I have discussed this matter with the Township Engineer who has contacted PA American Water to request historical flow and sampling analysis results to use to compare against the new information they have provided. If the Board recalls, we have been experiencing odor issues from the pump stations Frito discharges due to lack of dilution of the affluent. In addition, the Township has been spending tens of thousands of dollars per year for odor controlling chemicals. A meeting was held on Friday, January 17th to further discuss this matter. At that meeting, Frito Lay agreed that more information was needed to make a proper determination. They will continue to research the matter for a presentation to township staff at a later date.