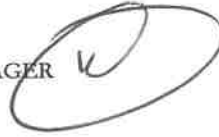

WEST MANCHESTER TOWNSHIP - INTEROFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: KELLY K. KELCH, TOWNSHIP MANAGER
SUBJECT: JUNE – MANAGER'S REPORT
DATE: 6/9/2022



1. June 23rd Regular Board of Supervisors Meeting – The regular meeting of the Board of Supervisors will be held on June 23rd at 7:00 p.m. Please note that questions will not be taken live over the Facebook platform, but residents can still submit questions in advance via email and ask questions or make public comments at the in-person meeting. Due to the designation of York County as a community of “low-risk” for the transmission of COVID-19, West Manchester Township, in accordance with CDC guidelines, has lifted its mask mandate for all public meetings and recommends that individuals make their decision to wear a mask based on their personal preference, informed by their personal level of risk. As always, the meeting will also be streamed on the WMT Parks and Recreation as well as the WMTFD Facebook pages.

2. COVID-19 Update – As of the date of this report (6/09),”. From May 25th to May 31st, the State reported an additional 23,424 cases. The state positivity rate is at 15.8%. York County’s positivity rate for this same time period in May is 16.3% which is an increase from the 12.0% for the week prior to the April meeting. York County has also moved from the “Low” transmission rate classification to that of “medium”. The numbers seem to be increasing due to the new variants (Omicron BA.4 and BA.5) circulating in the last few weeks. West Manchester Township continues to urge our staff and residents to continue to be vigilant and use best practices to fight the spread of this disease.

3. Met-Ed Annual Vegetation Management Aerial Patrols - On May 31st, 2022, weather permitting, FirstEnergy Flight Ops will be mobilizing to Met-Ed and will be conducting Annual Vegetation Management Aerial Patrols. Vegetation Aerial Patrols are scheduled April through September, covering all transmission facilities system-wide annually. Vegetation Aerial Patrols are intended to identify conditions that may be a threat to the safety and reliability of the transmission system. The helicopter will be flying at a speed of about 35-40 mph above or alongside the lines and may circle around for a closer inspection. The pilot will be in communication with any local Airports, when in their airspace. This information was placed on the website.
4. Shentel Glo Fiber Cable Franchise Agreement Request – I had a discussion with Curt Kosko, from the Regulatory and Industry Affairs team of Shentel Cable regain providing service in the Township. Shentel offers services in high-speed internet, phone and TV services. If an agreement is made, the Township would negotiate a cable franchise agreement with Shentel. As the Board is aware, this agreement establishes annual fee charged by a local government to a private cable television company as compensation for using the Township right-of-way for its cable. In speaking with Mr. Kosko, it was decided that Shentel would bear the cost of amending our current or creating a new cable franchise agreement. Mr. Kosko will provide some information and plans on attending the July Board meeting to further discuss this matter with the Board.
5. 2022 Street Rod Nations - The 2022 Street Rod Nationals hosted by the National Street Rod Association was in the Township the weekend June 3rd thru June 5th. Because of the size of the event, the recommendation by County EMA, Chief Laughman prepared an Incident Action Plan (IAP) for the event. The IAP would be used for any large-scale incidents that required a response beyond the capabilities of Emergency Services staged within the grounds during the event. Thankfully, the event went off without any major incidents. Great job by all of the Emergency Service for preparing for this event.

6. Meeting with PA American – Now that the sale of the York City WWTP to PA American is completed and West Manchester Township is a new customer of PA American Water, we thought it would be appropriate to meet with their Major Accounts Department to discuss the details on all of the customer service tools that are available to us. Billing for West Manchester Township will be processed on a quarterly basis, so you can expect your first invoice in August. A meeting has been set up for Tuesday, June 28th. I will keep the Board advised on this matter.

7. National Night Out Events – The Police and Fire Departments are in the process of organizing West Manchester Township's Annual National Night out. The event will be held on Tuesday, August 2nd 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!

8. Strategic Plan/Zoning Ordinance Update – I had an opportunity to speak with representatives from two (2) firms that perform strategic plans. One individual was Jolene Pickens, certified business plan consultant and the other was Joanna Drexel-Blevins of Wakeen & Company from Harrisburg. Both firms stated that the strategic plan process could go from 4 to 12 months depending on how detailed the Township would want to get. I recommend that the Board and key members of staff have a conference call with both parties in order to get a firmer indication on timeframe and price point. I will get in touch with the Board to try and schedule a time that works for everyone. In the meantime, I have instructed Dawood to start to prepare an RPF to send to invited firms after the strategic plan info is received. If the timing works out, the successful applicant for the comp plan and zoning update can be given the strategic plan to incorporate into their work. I will keep the Board informed on this matter.

9. Wyndhurst Court Road Closure Ratification - As approved by the Board, staff granted permission to close a portion of Wyndhurst Court on June 7th for Columbia Gas to do an emergency leak repair. Staff made all of the necessary notifications for the closure. This item will be placed on the agenda for ratification by the Board at its meeting of June 23rd.

10. West Manchester Township Police Golf Tournament – There is still time to register. The date is set for the 2022 West Manchester Township Police Officers Association Golf Tournament! The outing will be held on FRIDAY AUGUST 19, 2022, at 8:00am at Briarwood Golf Course (east course), 4775 W. Market St, York PA 17408. The tournament is limited to the first 36 teams! As always, the WMTPD aims to please its supporters. An amazing lunch and plenty of refreshments will be provided after the play ends. Snacks and drinks will be provided throughout the tournament. Everyone will receive multiple door prizes and have the chance to win larger prizes. They have a great time every year and this year will be no different. As always, the WMTPD thanks you for your support and continued participation in their golf tournament. Unfortunately, due to my surgery, I will not be able to improve on my teams' second place finish from last year but we are looking forward to still seeing everyone out on the course this year.

11. Large Commercial Vehicles Ordinance - At the direction of the Board, the Solicitor drafted and distributed a DRAFT ordinance which would address large commercial vehicles parking on local township streets, causing both safety and aesthetic issues. As the Board recalls, this matter was brought forward by a resident complaint at our February meeting. This DRAFT was distributed to the Board for review and comments and the Board directed the Solicitor to advertise this ordinance for consideration. This matter will be considered by the Board at its meeting of at its meeting of June 23rd.

12. Significant Drug Bust – At the Police Awards Meeting, it was mentioned about the great work the WMTPD is doing that start with a simple traffic stop. The attached picture shows drugs and cash that were recovered from a simple traffic stop for an expired insurance card in the Township conducted by Officers Engle and Anderson. The drugs in this picture have an estimated street value of approximately \$60,000. Another excellent job by the WMTPD and Officers Engle and Anderson.



13. Township Audit – Maher Duessel contacted the Township regarding the official audit of the Township financial records for 2021. Due to scheduling and staffing issues, the audit is being delayed this year and will not start until sometime in June. The Township anticipates the audit being complete sometime in August. Maher Duessel has contacted DCED and received the appropriate waiver to file our annual report because of the delay. Board members may be contacted by the Auditors to ask questions and discuss any general concerns they may have. I will advise the Board when the audit actually begins.

14. Life Saving Incident – After the York Fair briefing on June 7th, Fire Chief Laughman, Police Chief Snyder, Lt. Hanuska, Lt. Emig and myself went to lunch at the Vault to discuss some of the information provided earlier that day. During lunch, the owner informed our table that a woman was having a medical event. Immediately, Laughman, Snyder, Hanuska and Emig jumped into action. An approximate 82-year-old female was having a heart-attack. Chief Laughman performed CPR, Chief Snyder cleared her airway, Lt. Hanuska was retrieving equipment and Lt. Emig kept the area clear. Even though when they responded she was not breathing and unresponsive, after administering CPR and using the defibrillator, she became conscious and appeared to be in stable condition when taken by the ambulance. It was incredible to witness our Township First Responders in action and all of the above mentioned should be commended for their quick action which saved the life of this person. Great work by both the WMTFD and the WMTPD.

15. WMTFD Strategic Plan – Attached please find a copy of the WMTFD strategic plan. The plan has been reviewed and found acceptable by both the officers of the WMTFD and the members of the Fire Advisory Board. The plan will be presented to the Board at its meeting of June 23rd for review. If found acceptable, the plan will then be placed on the agenda for consideration by the Board at its meeting of July 28th.

16. Township Fire Companies Audit – Maher Duessel is continuing to work on the 2020 audit for the Shiloh and Lincolnway Fire Companies. I wanted the Board to be aware in case you are contacted by the auditors for a statement. Chief Laughman will provide more information after the audit has been completed.

17. Frito Lay Meeting – As the Board may recall, staff met with representatives of Frito Lay on December 1st to discuss increased concentration of their wastewater discharge into the sewer system. As the Board is aware, the Township is already adding odor control chemicals into the sewer at various pumping station locations due to odor associated with the discharge from certain companies, including Frito Lay. Staff and Frito agreed on perimeters on a study, which will be paid for by Frito Lay, to identify the reasons for the odor and provide proposed solutions. I will advise the Board when the study has been submitted.