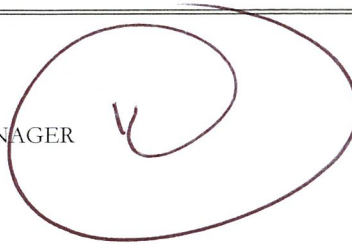

WEST MANCHESTER TOWNSHIP - INTEROFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: KELLY K. KELCH, TOWNSHIP MANAGER
SUBJECT: JUNE 2025 – MANAGER'S REPORT
DATE: 6/18/2025



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

1. ▼ Road Closure (Adams Street) – As the Board was notified, Adams Street from Carlisle Road to Bannister Street was closed on May 31st between the hours of approximately 10 pm until 1 am for the Rock the Country Music Festival. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of June 26th for official ratification by the Board.
2. ▼ Road Closure (Middle Street/Manor Road/Log Cabin Road) - As the Board was notified, portions of Middle Street and Manor Road are being closed from June 16th thru June 30th and again on July 8th thru July 11th for a gas line repair and replacement. Middle Street to Log Cabin Road will be closed from July 14th thru July 31st for the same project. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of June 26th for official approval and ratification by the Board.
3. ▼ Road Closure (Sunset Lane) - As the Board was notified, Sunset Lane from Derry Road to Bank Lane was closed in sections at its intersections with Audlyn Drive, Brenda Road, Farm Lane, and Sycamore Lane on June 10th thru June 27th between the hours of approximately 9 am and 3 pm to do base repairs. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of June 26th for official ratification by the Board.

4. ▼ Rock the County Music Festival – The York Fair hosted the Rock the County Music Festival on May 30th and 31st featuring Kid Rock and Nickelback. It is estimated that approximately 20,000 people attended the event. While some issues are expected with a first-time event of this size, overall, both the Fire and Police Departments reported that things went relatively well. The main complaints that the Township received centered around noise on Friday evening and traffic/parking issues, especially in the area of Small Street, Altland Ave., Sumner Street and Seward Street. The Township received a number of calls regarding these issues and I would expect some residents to attend the Board's meeting of June 26th to address these issues with the Board. A debriefing meeting will be held in the next few weeks to discuss the issues and look for ways to improve on and address all concerns as the Fair looks to schedule more events like this in the future.
5. ▼ National Night Out Events – The Police and Fire Departments are in the process of organizing West Manchester Township's Annual National Night out. Same as last year, Officer Estevez has stepped up and will be organizing the event for the PD. The event will be held on Tuesday, August 5th 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!
6. ▼ 2025 Street Rod Nations - The 2025 Street Rod Nationals hosted by the National Street Rod Association was in the Township the weekend of June 6th thru June 8th. Chief Laughman previously 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. The street rod event went off without any major incidents. Great work by all of the Emergency Service for preparing for and responding to this event.

7. ▼ West Manchester Township Police Golf Tournament – There is still time to register. The date is set for the 2025 West Manchester Township Police Officers Association Golf Tournament! The outing will be held on FRIDAY, AUGUST 15, 2025, at 8:00am at Briarwood Golf 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. There will be plenty of door prizes and everyone will 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. We are looking forward to seeing everyone out on the course this year.
8. ▼ Shentel/Glo Fiber – As requested by the Board, a representative of Shentel Glo Fiber was present at the meeting of May 22nd to discuss installation of the converter boxes in some sidewalks and their ongoing restoration efforts. The Township continues to receive complaints about the repair of concrete driveway aprons, however it does appear that Shentel/Glo Fiber is keeping their word regarding repairs. They are replacing any section that has been patched but some residents are still upset that it is not “matching” with the other existing sections on their driveway. Staff will continue to check complaints and ensure all repairs and replacements are done in accordance with the direction from the Board.
9. ▼ Chimney Swift Bird Tower – As per the attached memo from our Recreation Director, Kelsey Paul, the recreation department had requested permission to install a Chimney Swift bird tower at the Little Conewago Creek Conservation Area. After meeting with Kelsey and reviewing the benefits of the tower, I approved the request. We also plan on putting an article in a future newsletter after the project has been completed. Great job by Kelsey on this unique addition to our conservation area.

10. ▼ Haviland Road – As the Board recalls, during the land development process with Shiney Shell car wash, it was discussed to place a “no left turn” sign at the intersection of Haviland and Brougher, at the town center entrance, to prevent cars from entering the mall as well as trying to merge into the lane of traffic leaving the town center. It was discovered that with the removal of the proposed restaurants on the site, this sign was no longer warranted. Supervisor Ruman witnessed several near accidents at this location and asked if we could research this matter further. Upon further research, it was discovered that the Township could post this intersection as “All Traffic Must Turn Right” on both approaches on Haviland toward Brougher/Town Center Drive. At its meeting of May 22nd, the Board authorized the Solicitor to draft and advertise an ordinance for its consideration. This item will be considered by the Board at its meeting of June 26th.
11. ▼ Comprehensive Plan – The West Manchester Township Planning Commission held a public hearing on Tuesday, April 8, 2025, at 7:00 p.m. to discuss and take input on the Comprehensive Plan DRAFT. No members of the public were present, but the Planning Commission acknowledged comments from Supervisor Ruman related to the plan. As the Board was informed, the Planning Commission made a motion to remove Appendix 1 from the DRAFT, accept the DRAFT as amended, and approve it for distribution to adjoining municipalities, the YCPC and WYASD, and forward to the Board for consideration. The Board also agreed to include Supervisor Ruman’s comments in Appendix 1 regarding the rezoning of properties on Carlisle Road and the increasing building height restrictions in commercial/industrial zones. The YCPC voted to approve the comp plan at its meeting of June 17th. At its April meeting, the Board authorized the Solicitor to advertise the comp plan for adoption when appropriate, I believe we are at this point. The public hearing will be advertised, and this item will be placed on the agenda for consideration by the Board at its meeting of July 24th.

12. ▼ Amusement Tax – Supervisor Ruman had previously requested that the Solicitor prepare a DRAFT ordinance establishing a 5% amusement tax on admissions to venues such as the York Fair Grounds be placed on the agenda for the Board’s consideration at its April meeting. After being tabled in March and again at the meeting of April 24th, this item was removed from the agenda pending the formalization of a written impact fee agreement with the York Fairgrounds. Staff spoke with Patrick Ball who drafted an agreement for consideration. In reviewing the agreement with the Solicitor, it was determined that additional details would need to be added. Andy Herrold is working on additions to the agreement at this time. When complete, I will meet with Pat Ball from the Fair to review. I will keep the Board advised on this matter.
13. ▼ National Fitness Campaign – Staff has had several meetings with representatives from the National Fitness Campaign (NFC) regarding the potential purchase and installation of a fitness court studio at Dunedin Park for the years 2026-2027. The anticipated cost of this would be approximately \$200,000 to \$250,000. Attached please find a memo from the Recreation Director, Kelsey Paul, regarding this matter. Kelsey presented this idea to RAC for their consideration at their meeting of June 18th. I believe that this project might be a great way to incorporate Supervisor Ruman’s idea for sponsorship proposals for the parks. This health living concept of the fitness studio blends perfectly with the goals of UMPC, WellSpan or even a grocery chain like Giant or Weis that might want to promote fresh fruits and vegetables. I suggest that we discuss this matter further if the Board is agreeable to this potential investment.
14. ▼ Dangerous Building Update – Staff will update the Board on the dangerous building located at 4320 West Market Street, the former Lee’s dinner and the vacant Giant Building at the West Manchester Town Center.

15. ▼ West Manchester Town Center Residential Overlay – As the Board recalls, the developers of the West Manchester Town Center are proposing a planned residential overlay zone to the mall property. This zone would allow for a residential component to the site as well as a redesign of the Town Center property to make it more pedestrian friendly. All of the comments from the professional planner hired by the Township to review the proposal have been relayed to Attorney Adelman and we are in the process of determining which ones are applicable and which will be eliminated. The applicant will be present at the Board's meeting of July 24th to request that the Board forward the proposed amendment to the Township Planning Commission and York County Planning Commission for their review as well as establish a public hearing date of August for consideration of the request.
16. Cottontail Solar Land Development – Lightsource BP is still working on the deficiencies associated with their land development plans. My understanding is that the conversion of the temporary parking area on Mr. Stump's property has been completed, all of the trees have been replanted to an acceptable height and the only outstanding item is recording the as-builts for the site. Their temporary occupancy was previously extended for an additional six (6) months as they worked to complete all outstanding items. It was due to expire on March 29, 2025. They were then given a temporary extension until April 29 to complete the outstanding items, or the temporary occupancy would be revoked. I spoke with Rachelle and one of the items keeping Lightsource from getting their final occupancy is the inability to receive final approval from the York County Conservation District because the landscaping and grass is not at least 80% established. The permit has been temporary extended for an additional six (6) months.
17. ▼ West York School Stormwater Issue – WYSD submitted land development plans for the proposed improvements to the athletic fields at the High School campus along Bannister Street which was conditionally approved by the Board on March 27th. At that meeting, the Board requested that Director Hamme, who was present in the audience, discuss with the School Board partnering with the Township on various needed stormwater improvements on the Trimmer/Brenda Road. I have yet to hear a response from the district.

18. ▼ Wawa's Multimodal Grant Application – As the Board recalls, a Wawa convenient store with gas pumps has been proposed for the corner of S. Salem Church Road and Rt. 30. The Township agreed to allow the developer to apply for grants under the name of the Township to benefit the site. No obligations, financial or otherwise, will be placed on the Township for this request. As the Board was informed, the grant request was successful, and staff was working with the developer and the Township Solicitor for reimbursement. After discussing this issue with DCED for reimbursement, it was their opinion that proper procedure was not followed, especially as it relates to hiring a contractor for the project. This information was relayed to Wawa's representative who stated they would be reaching out to DCED directly to attempt to answer any questions or address any concerns they might have. A meeting has been scheduled between all parties on Thursday, June 26th, to discuss this matter. I will advise the Board informed on the outcome of this meeting.

19. West Manchester/Dover Township Little Conewago 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 would take approximately 3 -6 months to process the grant and then 9-12 months to complete the project. We were also informed that FEMA will require additional permits due to disturbing the flood plain. I have been informed, however, that due to DEP changing parameters in the new MS4 reporting and moving away from sediment control and more to volume control, the project will no longer be eligible for grants from the stormwater consortium. We were also recently informed that the Building Resilient Infrastructure and Community (BRIC) program, which was the majority of the 6-million-dollar funding source, has been eliminated by the federal government. A copy of this notice is attached. If so, the Township will need to reevaluate its participation and financial commitment to this project.

20. 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.
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.