

EAST MANCHESTER TOWNSHIP
Board of Supervisors
February 14, 2017

Present: Chairman Steven H. Gross, Jr., Vice-Chairman David L. Naylor, Supervisor Barry E. Rudisill, Attorney Andrew Miller, Dave Gentzler, Manager/Secretary/Treasurer, Engineer Byron Trout, Zoning Officer Kristie Masemer, Recording Secretary, and eleven citizens.

At a regular meeting held at the Township building, Chairman Steven H. Gross, Jr. called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was given to the Flag of the United States of America.

Chairman Gross disclosed that since the meeting of January 25, 2017, the Board neither met nor conducted any business.

Two corrections to the January 3, 2017, minutes: page 3, under Rec Board – the second to the motion was not Vice Chairman Naylor; under the discussion of the holidays, there was no second to that motion. Mr. Gentzler will correct.

Motion by Chairman Gross, second by Supervisor Rudisill, to approve the minutes of the Reorganization meeting of January 3, 2017, as amended. All members voted aye; motion carried.

Corrections to the minutes of the meeting of January 25, 2017: Page 2, at the top, the name should be Elfner, not Elsner, and conform the rest of the references throughout the document; page 3, under the Rec Board, the name should be Hillard; AND in the next to last paragraph – should read that Mr. Miller will check, not heck. Whoops. Mr. Gentzler will correct these minutes as well. He will likely be advertising for a new Recording Secretary, too.

Motion by Chairman Gross, second by Supervisor Rudisill, to approve the minutes of the regular meeting of January 25, 2017, as amended. All members voted aye; motion carried.

Public Comments

Joel Klinedinst thanked Mr. Gentzler for attending to the problem at 810 York Street. Kudos!

Chairman Gross commented on information that he received from the census bureau – the time involved to do the reporting should take about 22 hours – wow!

Emergency Services Report

Fire Chief's report – interesting reading, line officers' resumes. No questions or comments on the Chief's report. No questions or comments on the ambulance report.

North Eastern Area Emergency Management – notebook purchase – Wade Witt, assistant to Bud Staub, was present to request the purchase of 12 notebooks for the "tabletop" discussion. Total \$22,019.88; donations/contributions of about half have been received toward the purchase. Would NCT consider contributing 25%? **Motion by Supervisor Rudisill, second by Chairman Gross, to contribute 25% toward the purchase. All members voted aye; motion carried.**

Special Request

York County Quick Response Team – no action taken on this request.

York Roadrunners Club Winter Series Race event – Greg Cauller was present to request road closings on March 4, 2017, from about 9:10 to 10:15 a.m. (or so) for a race. The request is to use a 5K

March 29, 2017

Page 1 of 5

loop, starting at Northeastern High School, to Board Road, Riviera Drive, to Pebble Beach, to Payne, to Board, back to the high school. Runners will stay on the shoulders and sidewalks; every intersection will have personnel to help direct traffic and runners. In case of snow of any quantity, the race will be cancelled (not rescheduled). No police assistance is requested. Parking will be at the school. Total race, maybe 25 minutes. **Motion by Vice Chairman Naylor, second by Supervisor Rudisill, to grant permission for this request. All members voted aye; motion carried.** Great idea to move this race from the Saginaw area!

Correspondence

York County Uniform Construction Code Board of Appeals (UCC BOA) – candidate sought to serve on that board. Any takers?

PPL – Brunner Island, Middletown Junction 230kV OPGW Project – notice of maintenance to be performed. Shouldn't affect the residents.

WellSpan Health – Young Lungs at Play – free signs are available – see the Rec Board.

Solicitor's report – Attorney Andrew Miller

- Municipal Waste Contract – preliminary bid package prepared – bids specs to be completed for approval at the March Board of Supervisors meeting – bids would be due May 5 – award bids at the Board meeting on May 9. Questions on the proposed bid package: is Township willing to accept bids via email or fax? No. Should bid bond be raised to more than \$5K? Increase bid bond to \$50K. Include the contract fee? Remove that. How to tabulate and calculate the winning bid? Currently calculated as basic service users, totter service users, and tag-a-bag customers -- Mr. Miller suggested removing the totters out of the equation and not use that figure to calculate the overall cost. How about collecting e-waste (computers, etc.)? Bid as an alternate bid, with an "out" that the Township can discontinue this service if it's not working. There would be an extra cost to the residents for the e-waste disposal option. The carriers cannot collect the electronics and dispose of them at the solid waste location, so the idea is that the carrier would pick up the electronics and bring them to the Township, and the road crew will take the items to the solid waste authority every so often. Jason Johnson asked why not just have the Township be the drop-off point? Don't even get the carrier involved. Because not everyone drops off the appropriate items – the Township isn't monitored, etc. Joel Klinedinst noted that if everyone is required to use one of the totters, that might drive up the cost too much. Mr. Rudisill is not sure he's ready for the Township to get involved in being a drop-off point for electronics disposal. How will that collection affect the cost? Unknown at this point. The Township can always remove it from the table or reject it. From the audience, Bob Nace commented that such a collection site at the Township has all the earmarks of being unsightly and misused. Also, Mr. Miller discussed the recycling totters. Mr. Gross feels that larger recycling containers are needed. Would recycling totters be mandatory for all residents? Yes. How about if a resident can't handle a recycling totter? Can that person still get a regular bin or two? Food for thought. How about the municipal waste totter? Can residents request? Yes. Also, submit bid prices per year? Or permit a different price for each year? Might get a better price if bidding for one or two years. Mr. Gentzler recommended leaving it as it is. That decreases the number of customer complaints. Why not bid it both ways? Lots of extra work... why not stick with the way the bid is structured now? Just address the issues of e-waste and recycling totters. No non-residential waste collection, same as it already is. Who can opt out? Same or different? Same. Minimum insurance requirements – no changes. Minimum tag-a-bag purchase requirement? Tie that in with recycling pickup? How to monitor or enforce? Can be difficult. Keep it as it is. Change monetary penalties for contractor violation? Keep at \$600. Allow collection over two days? No. Any desire to bid two collections

per week? No, only one. Collection time can start at 6 a.m.? Sure. Restrict pickup times on major streets in the Township? Shouldn't be a problem, no restrictions. Keep the one spring cleanup day. Mr. Miller will work on the specifications to present to the Board at the March meeting.

Police Board – any additional discussion regarding the composition of the Board? Kudos to Mr. Miller for the letter that he drafted. Mr. Miller suggested including a copy of the minutes with the letter.

Motion by Chairman Gross, second by Supervisor Rudisill, to authorize Mr. Miller to send the letter and minutes to the Municipal Boards and the Mayor. All members voted aye; motion carried. Also, the Board would like Mr. Miller to draft a letter to indicate the Township's withdrawal from the police agreement – he should, however, hold the letter until and if the Board authorizes Attorney Miller to send it. Chairman Gross noted that the Township has been named in a lawsuit resulting from a fatality within the Township. The victim's estate is suing the Township and the two boroughs. Mr. Miller noted that the regional police department doesn't exist for legal purposes, so the Township is named. Insurance is in place to cover this situation. Coverage issues need to be addressed fairly quickly in the process. Mr. Miller will stay on top of the issue.

- Tax Collector Compensation – The tax collector's compensation from the County will change but not the Township's compensation to that person. Should the Township's bills be printed and sent out separately? That would result in an additional cost to the Township. Separation would require payment by two separate checks, which might not be convenient to the residents. Stay tuned.
- Correspondence from McDonald's – sidewalks – the Solicitor for McDonald's says that because this plan predated 2003, the Township cannot give six months' notice for them to install sidewalks. Mr. Miller tends to agree with assessment. Mr. Miller should send a letter to the applicant strongly suggesting that they install those sidewalks.
- 75 Steamboat Boulevard – FYI only – surety posted last year was approved – letter of credit will expire April 1, 2017, and will not be renewed. Hopefully the problem will be fixed before the letter of credit expires. Stay tuned for an update at the March meeting.
- Trade Center 83 – in Mr. Miller's report
- Notes on Agreements for Orchard Business Park, Lots 1 and 3 – in the report
- Request for information on Township debt – County requests this information every year to complete their report. Mr. Miller suggests that this information be provided, which Mr. Gentzler did, noting that the Township has no debt.

Engineer's report – Byron Trout

Inspections
Plan reviews
Correspondence
MS4 and Chesapeake Bay Plan

Mr. Trout did not have anything to add to his report. No discussion.

Secretary/Treasurer/Manager's report – Dave Gentzler

Sewer Authority – minutes from Monday's meeting are available. Chairman Gross commented that after Mr. Klinedinst left that meeting, several people commented on the great job that Mr. Klinedinst is doing. Always nice to hear positive feedback!

Recreation Board – Minutes are available. There was discussion on a few items, particularly the vandalism issues at the park and the surrounding area.

Zoning Officer – Court date set for middle of March for 5230 North George Street Extended for trash and abandoned vehicles violations.

Public Works Director – nothing to add to the report.

Hotsy Equipment Company quote – **Motion by Vice Chairman Naylor, second by Chairman Gross, to approve the purchase of the pressure washer (budgeted; line item 430.700, Capital Purchases). All members voted aye; motion carried.**

JJ Four Request – letter received that the Dollar General plan is withdrawn; funds to be returned. **Motion by Chairman Gross, second by Vice Chairman Naylor, to acknowledge the receipt of JJ Four's termination letter, to return any funds held in escrow, etc., AND to terminate the Developer's Agreement, thereby negating any and all improvements associated with this plan. All members voted aye; motion carried.**

James Craft Request – letter received requesting the return of funds and withdrawal of plans – staff approved. **Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to acknowledge the receipt of the termination letter, and to return all funds held in escrow, etc., per the staff's recommendation. All members voted aye; motion carried.**

Land Development/Subdivision –

None at this time.

Supervisor's comments

Vice Chairman David L. Naylor – the Township should be getting a call to participate in the "Touch-A-Truck" activity. Vice Chairman Naylor wants to show off the new Township equipment.

Supervisor Barry E. Rudisill – discussion of property transfer taxes, particularly in Rentzel Heights. For some properties, there was no formal transfer of deeds. Also, how about the hang-up calls at Starbucks? Mrs. Masemer explained how they are planning to fix the problem. They have requested a letter outlining how this has had an impact on the Township and/or emergency services agencies. If this problem isn't addressed, the new project will not be awarded occupancy permits, etc. It was noted that those permits are dependent upon the fire chief's review of the plan/premises, and he can request that they have a proper telephone system configuration to prevent the recurrence of the issue at hand.

Chairman Steven H. Gross, Jr. – How's the new employee working out? Fine. Chairman Gross requested a brief Executive Session following tonight's meeting.

Motion by Supervisor Rudisill, second by Chairman Gross, to pay the bills as presented. All members voted aye; motion carried.

March 29, 2017

Page 4 of 5

Motion by Chairman Gross, second by Supervisor Rudisill, to recess to executive session to discuss personal matters. All members voted aye; motion carried. The meeting recessed at 9:02 p.m.

At 9:25p.m., the meeting was called to order by Chairman Gross.

No further business was conducted.

Motion by Chairman Gross, second by Supervisor Rudisill, to adjourn. All members voted aye; motion carried. The meeting adjourned at 9:26p.m.

Respectfully submitted,

Dave Gentzler
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary