

EAST MANCHESTER TOWNSHIP
Board of Supervisors
October 10, 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 eight 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 September 12, 2017, the Board neither met nor conducted any business.

Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to approve the minutes of the meeting of September 12, 2017. All members voted aye; motion carried.

Public Comments

Nothing at this time.

Emergency Services Report

Fire Chief's Report – no questions or comments on the reports. Evidently Chief Clabaugh's report arrived too late to be officially included. Mr. Clabaugh reported that the YAUFR emblem will be removed from the Eagle Fire Company's apparatus. This could well be the beginning of the end of that relationship. From the audience, Kelly Altland, ambulance representative, said that Laura Lash will indeed be arriving at tonight's meeting to participate in the discussion.

Chairman Gross spoke about Manchester's Workmen's Compensation insurance, which was \$16K for 2016-2017; it increased to \$23,500 for 2017-2018. That's a sizeable increase that the Township needs to fund. From the audience, Chief Stevens agreed with Chairman Gross on the size and scope of the increase. He feels that there's a better way, and the Township should be vocal about this whole deal, echoing the fire departments' dissatisfaction with these increases.

Special Request

Tax exonerations – no motion was made, so no action will be taken.

Correspondence

YCSWA – Minimum tipping fee increase from \$10 to \$20. Mr. Gentzler commented that this increase makes it even more difficult for the average resident to drop off items.

Multi-Color Corp. – renewal of Air Quality Permit

Solicitor's report – Attorney Andrew Miller

- Township Reverse Subdivided lots – nothing discussed.
- Canal Road Traffic Improvements – nothing discussed
- PMRS Pension Plan Document – Mr. Miller reported that the draft of the Plan Document is nearly completed. Costs will be distributed between the involved municipalities. Employees will be permitted to increase their personal contributions to the Plan.

November 15, 2017

Page 1 of 4

- Foundation for Eldercare – Property Tax Exemption Appeal – Executive Session requested to discuss this matter. There may be an action item.

Engineer's report – Byron Trout

Inspections

Plan reviews

Correspondence

MS4 and Chesapeake Bay Plan

Mr. Trout reported that the George Street curb and sidewalk projects are ongoing. He's keeping on top of the situations. There are some problems, but he is working with each business to accomplish what's necessary.

Manchester Hardware has requested an addendum to their permit to allow another entrance, at the other end of the building. Will the Board agree to that? It will take approximately 15 minutes of Mr. Trout's time to prepare the addendum. Consensus of the Board is that this is permissible. Mr. Trout will proceed.

Mr. Gentzler reported that the Ford dealership is proceeding with its work, but now it looks like it may not be completed by the deadline. The contract is signed, but it's a timing issue.

It was noted that a new letter will be sent to the new owner of the car wash to install sidewalks.

Mr. Trout and Mr. Gentzler met at the park about some drainage issues. Mr. Trout drafted a letter to send to York County Parks. Is it suitable? Mr. Trout would like to attach the appropriate photos to the letter. Mr. Gentzler will get the photos to Mr. Trout. Mr. Gentzler also noted that this would be a good project for the Coalition, even though the Township elected not to join that Coalition. Mr. Gentzler would like to offer Mr. Trout's services to the County to help develop a plan that would work to correct these drainage issues. Great idea. Send the letter and photos and work with the County to correct.

Why is this even an issue? Mr. Gentzler admitted that the Township has always been aware of this issue, but he never thought that the homes in that area were threatened by the amount of rainfall. He feels that the storms are coming heavier and faster in the past few years, and some work is required to prevent flooding of homes.

Secretary/Treasurer/Manager's report – Dave Gentzler

Sewer Authority – Minutes are available. From the audience, Joel Klinedinst reported that the design should be done within the month; final approval at the end of November. Bid openings for plant construction are scheduled for mid-January. Final on-site inspection is planned for early September 2018. Money is on hand to cover the cost of the upgrade.

Recreation Board – minutes are available for September/October.

2018 Joint Operating Budget was submitted; there are some increases. The Board members will discuss those increases at the regular budget sessions.

Question on the minutes, Vice Chairman Naylor asked if a quote was submitted for the camera system. None that Mr. Gentzler saw. Mr. Gentzler will check with Mr. Dunbar to see what the story is.

Also on those minutes, Vice Chairman Naylor had a question about the use of a job description for contracted custodian services. Mr. Gentzler will check with Mr. Dunbar on this issue as well. Another question from Mr. Gentzler, would the Township be interested in assuming the duties of the treasurer for the recreation building? Evidently, the treasurer is retiring; someone needs to assume her duties. No, the Township is not interested. Mr. Gentzler will convey that decision.

Public Works Director – Mr. Gentzler reported that the trees on the next-door lot were removed. The future salt building's location was marked. The grading plan is being prepared. An above-ground fuel tank is planned beside the salt building. The sketch plan was consulted/reviewed, and some comments were made about the size of the building. Mr. Gentzler will revisit and make some changes.

November 15, 2017

Page 2 of 4

Leaf collection will begin Monday, October 30.

Zoning Officer – no comments or questions. No meetings in October (Planning/Zoning).

SPCA Agreement – nothing discussed.

Volunteer Fire Relief Association – **Motion by Vice Chairman Naylor, second by Chairman Gross, to give the ambulance club \$4K, holding until a conversation is held with the ambulance association, [see third-to-last-paragraph of these minutes] and split the rest between the two fire departments, \$23,056.43 per company. All members voted aye; motion carried.**

General Municipal Pension System State Aid – For information only; no action required.

Manchester Borough/Union Fire Company Workers' Compensation

Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to pay the Township's portion of last year's Workers' Compensation premium at a cost of \$9,600.51, which is 57%. All members voted aye; motion carried.

In the Fire Protection Fund was \$150K total; \$75K is left. **Motion by Chairman Gross, second by Supervisor Rudisill, to disburse the balance of the Fire Protection funds equally between the two fire companies, Manchester and Mt. Wolf, for a total of \$37,500 each. All members voted aye; motion carried.**

From the Equipment fund, \$26K is left. **Motion by Chairman Gross, second by Vice Chairman Naylor, to equally disburse the balance of the Equipment Fund money, or \$13K each to the two fire companies. All members voted aye; motion carried.**

Land Development/Subdivision –

None this month.

Supervisor's comments

Vice Chairman David L. Naylor – nothing at this time.

Supervisor Barry E. Rudisill – He and Mr. Gentzler had a conference call with Mr. Seitz on the improvements for Canal Road. There was a 35-page report, which will be sent to Attorney Miller. It was noted that the Developer's Agreements are being prepared. **Motion by Rudisill, second by Naylor, to authorize Mr. Miller to review all the correspondence and agreements. All members voted aye; motion carried.**

Chairman Steven H. Gross, Jr. – nothing at this time.

Motion by Chairman Gross, second by Supervisor Rudisill to authorize the appropriate personnel (Supervisors, Tax Collector, and Manager) to attend the County Convention at the Township's expense. All members voted aye; motion carried.

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

Motion by Chairman Gross, second by Vice Chairman Naylor, to recess to Executive Session. The meeting will be reconvened to have a discussion with the ambulance club representative. All members voted aye; motion carried. The meeting recessed at 8:08 p.m.

At 8:55 p.m., the meeting reconvened. In the executive session the property tax appeal for 1605 Bartlett Dr and the property tax exemption for the Foundation for Eldercare were discussed. **Motion by Vice Chairman Naylor, second by Chairman Gross, to authorize Attorney Miller to file the "Friends of the Court" Brief in this matter of the Foundation for Eldercare. All members voted aye; motion carried.**

November 15, 2017

Page 3 of 4

Motion by Supervisor Rudisill, second by Chairman Gross, to authorize Mr. Miller to file an appeal concerning 1605 Bartlett. All members voted aye; motion carried.

Laura Lash commented on the volunteer hours on the ambulance report. Those hours have been decreasing because of the certifications and training that are required. Also, service will be upgraded to ALS. The largest increase in the budget was the purchase of a cardiac monitor, with charger, accessories, etc., and the CO detector at a price of around \$23K. Would the Township be interested in making a one-time contribution of \$7,200 to offset that cost? That would be 25% of the cost of the unit; three other municipalities are being asked the same question.

Doesn't this area already have ALS coverage? There is spotty coverage, not 24-hour coverage, from Emigsville. It's uncertain whether that club will continue. Ms. Lash explained how this change will affect the Township's residents. She also discussed budget and billing concerns and procedures. The ALS designation will save the residents money. Supervisor Rudisill asked to see the actual budget and/or an audit. Will provide, but please keep it confidential.

Vice Chairman Naylor confirmed that the local ambulance club merged with the Thomasville club. This has already been beneficial since the local club had to borrow one of Thomasville's trucks when ours was down. She noted that the local club purchased the Thomasville property for \$1.

Ms. Lash noted that she donates her salary back to the ambulance club, which has helped the club pay off its debts, etc.

There are seven full-time people at this ambulance house. The level of service is changing, not the number of personnel. Now there will be a paramedic and an EMT on duty every shift. Not too many volunteers at this point.

The Board members need time to process this request and the figures in the budget. It would be really good to discuss this information with Ms. Lash at another meeting.

From the audience, Joel Klinedinst was reassured that the Thomasville take-over will not affect the Northeastern ambulance service, nor are funds co-mingled. Donations to Northeastern will stay local, not be funneled to another company.

Motion by Vice Chairman Naylor, second by Chairman Gross, to release the aforementioned \$4K from the Volunteer Fire Relief Association to the ambulance club. All members voted aye; motion carried.

Budget meeting on October 25. If Ms. Lash can provide the requested numbers to the Township prior to that meeting, she will attend the budget meeting to answer any questions. Good idea.

Motion by Chairman Gross, second by Supervisor Rudisill, to adjourn. All members voted aye; motion carried. The meeting adjourned at 9:28 p.m.

Respectfully submitted,

Dave Gentzler
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary