

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**  
**December 13, 2016**

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 17 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 November 8, 2016, the Board neither met nor conducted any business.

**Motion by Vice Chairman Naylor, second by Supervisor Rudisill, to approve the minutes of the meeting of November 8, 2016. All members voted aye; motion carried.**

**Public Comments**

Amy Sterling was present to request that the Township clear the leaves from an inlet. She asked the Township to do so and was told that the inlet was on private property and not the Township's responsibility. Chairman Gross noted that the request was made at the end of the business day this past Friday, so it's not really fair to complain that action hasn't been taken just yet. Ms. Sterling noted that the Township has been clearing this inlet for years. There was a discussion of who installed the inlet and who is to be clearing it. The Township did not install it, nor, apparently, did the HOA. From the audience, Steve Garland reiterated that the HOA did not install the inlet. He requested the bond and wants to know why the bond was released, as he feels that the work was not performed adequately. Mr. Miller stated that Mr. Garland should fill out a right to know request form so the Staff could understand the exact information that he is requesting and have time to search for the data.

On another matter, also by Mr. Garland, the HOA would like to install a fence on the outside perimeter around the development to deter crime and transient traffic. They requested the fence, and they are now requested to submit a new land development plan. Why must they go to that length, since the fence would be on private property? Attorney Miller noted that the HOA documents must be amended to include a fence. Mrs. Masemer noted that a meeting was held on this request, and a letter was written explaining why the new plan is necessary, and she noted that the HOA requested a community pool as well. Mr. Garland said that they'd requested that the LDP be amended or that the HOA could submit a waiver of the requirement to prepare another LDP. A new plan would cost \$39K, and the HOA would certainly rather not pay that. Mr. Gentzler noted that if the HOA would like to request a waiver, they would need to go through the proper channels, starting with the Zoning Officer. Regarding the inlet, it's out of the ROW and might have been installed by the builder, not the Township. He assured the citizens that the Township will certainly work with the residents to resolve all three of these issues. The road crew will clean the inlet. No need to do battle over this issue.

Mr. Miller commented about the fence that they will still need to overcome the fact that the Zoning Ordinance does not permit a fence in the front yard, and a front yard will need to be identified. Mr. Garland referred Mr. Miller to the approved land development plan. Mr. Miller wasn't able at this time to identify the location of a fence on that plan. If they submit the waiver request, the process can start.

**Emergency Services Report**

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Fire Chief's report of Chief Stevens added that the road crew was coincidentally present at an accident; the crew members offered quick assistance, which made it easier for the fire department to do the job. Great work all around!

Eagle Fire Company compliance audit of no discussion

No additions to the report by the ambulance club

### **Special Request**

Tax exonerations of discussion was held on the circumstances surrounding some of the requests. There seems to be a plethora of exoneration requests, so perhaps the minimum should be raised in 2017.

**Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to approve the tax exoneration request for \$14.07. All members voted aye; motion carried.**

York Area RC Club of Ken Dunbar recommended and requested that the Rec Board purchase a concession stand to serve at the RC Club activities. The RC Club is becoming more positively involved with the Township and the youth in particular, so it would be great to support these activities. Supervisor Rudisill voiced concern that the stand will not be used as it was intended for the activities it might be purchased for. Apparently, there's another concession stand that the Township purchased that is not being fully used. Ryan Heindel was also present to attest that the RC Club already has members who are signed up to help out with the concession stand, so disuse should not be a problem. Funds from the stand will at least partially be returned to the community. If for some reason the club were to relocate from the Township, the structure would be donated back to the township. From the audience, Mr. Garland added that the women of the VFW are indeed manning the other stand. **Motion by Vice Chairman Naylor, second by Chairman Gross, to approve the expenditure of NTE \$3,134.42 to purchase the concession stand, with the funds being taken from the Rec Fund.** [It was noted that if the Township purchases the building under the Township's name, the tax can be removed, thereby bringing the cost down a bit.] All members voted aye; motion carried.

On another recreation matter, there's an issue with security at the park. It's probably a good idea to take steps to curb the undesirable activities that are taking place there now. Perhaps the installation of cameras? Supervisor Rudisill will bring the problem to the attention of the police chief just to make him aware of the issue.

### **Correspondence**

Susquehanna Lions Club sent a thank-you letter for the donation and the permission to hold the parade.

Northeastern Area EMS also sent a letter thanking the Township for the donation and saying how the funds were used.

### **Solicitor's report of Attorney Andrew Miller**

- Trade Center 83 Agreement of surety posted. **Motion by Vice Chairman Naylor, second by Chairman Gross, to approve and sign the Agreement as presented. All members voted aye; motion carried.**

### **Engineer's report of Byron Trout**

Inspections

Plan reviews

Correspondence

MS4 and Chesapeake Bay Plans

Hillwood Property -- **Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to**

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**reduce the Hillwood Property Surety by \$37,389, leaving a balance of \$0, per the recommendation of Township Engineer. All members voted aye; motion carried.** Mr. Trout noted that a maintenance bond is in place for 15% of the original bond for any remaining work.

Northern Heights -- **Motion by Supervisor Rudisill, second by Chairman Gross, to reduce the Northern Heights surety by \$124,950.65, leaving a balance of \$124,222.86 as recommended by the Township Engineer. All members voted aye; motion carried.**

**Secretary/Treasurer/Manager's report** ó Dave Gentzler

Sewer Authority ó Supervisor Rudisill asked for a clarification on a statement in the minutes regarding the 2018 loan payment. From the audience, Joel Klinedinst explained.

Recreation Board ó

Minutes ó no discussion or questions.

**Motion by Vice Chairman Naylor, second by Supervisor Rudisill, to accept, with regret, the resignation of Dottie Rohrbaugh and to send her a thank-you letter for her years of service. All members voted aye; motion carried.**

Zoning Officer ó no additions. Vice Chairman Naylor offered kudos to Mrs. Masemer for issuing work-stop notices for improper work or no permits.

Public Works Director ó leaf collection completed on schedule this past Friday. Snow removal equipment is being installed in preparation for winter.

Animal Control Services ó **Motion by Chairman Gross, second by Vice Chairman Naylor, to approve the contract for the animal control services by Julia Drebusenko, for the period 1/1/17 to 12/31/17. All members voted aye; motion carried.**

SPCA Agreement ó **Motion by Vice Chairman Naylor, second by Supervisor Rudisill, to approve the Agreement with the SPCA for \$3632.00 for 2017. All members voted aye; motion carried.**

Orchard Business Park II Surety ó Mr. Miller recommended that the approval of the surety split be delayed until the Amendment is presented for approval. **Motion by Supervisor Rudisill, second by Chairman Gross, to table the surety split for Orchard Business Park II until the Agreement is presented in final form. All members voted aye; motion carried.**

Cohen Law Group ó no action.

Proposed meeting dates for 2017 ó The Reorganization Meeting will be held on January 3, 2017, 7 p.m., and there will be no meeting on January 10, 2017. There will be a meeting on January 25. **Motion by Chairman Gross, second by Vice Chairman Naylor, to approve, second by, to hold the Reorganization meeting on 1/3/17; no meeting on 1/10/17; and a regular meeting on 1/25/17. All members voted aye; motion carried.**

Any changes to any other meetings, let Mr. Gentzler know as soon as possible so he can prepare the schedules.

Motion by Chairman Gross, second by Vice Chairman Naylor, to approve Resolution 2016-14, items A through J, which are all \$1,500 or less, with the *exception of item E*, which transfers \$148,568 from the Standard Capital purchases into the highway purchases account. All members voted aye; motion carried. Kudos to Mr. Gentzler for keeping the accounts straight.

2017 Budget ó no tax increase for 2017. Always good news. **Motion by Chairman Gross, second by Supervisor Rudisill, to adopt the proposed 2017 Budget as presented. All members voted aye; motion carried.**

**Land Development/Subdivision** ó

Nothing at this time.

**Supervisor's comments**

Vice Chairman David L. Naylor ó none at this time.

Supervisor Barry E. Rudisill ó follow-up on the complaint about light glare from the Hillwood building? Mr. Trout and Mr. Gentzler can go have a look and check on whether the lights dim at 10 p.m.

Chairman Steven H. Gross, Jr. ó no comments at this time.

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

**Motion by Chairman Gross, second by Vice Chairman Naylor, to *recess* to Executive Session to discuss personnel.**

At 8:23, the meeting *recessed*.

The meeting reconvened at 9pm. There was no further discussion or business.

**Motion by Chairman Gross, second by Supervisor Rudisill, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 9:01p.m.

Respectfully submitted,

Dave Gentzler  
Secretary/Treasurer/Manager

Julie B. Maher,  
Recording Secretary