

EAST MANCHESTER TOWNSHIP
August 14, 2012

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 Jon Beck, Recording Secretary, and fifteen 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 on July 24, 2012, most of the Board and Township staff met with the York County Economic Alliance; no action was taken at the meeting, which Chairman Gross described as "uneventful."

Motion by Supervisor Naylor, second by Supervisor Rudisill, to approve the minutes of the meeting of July 10, 2012. All members voted aye; motion carried.

Public Comments

Mike Starner, Susquehanna Lion's Club was present to request that the Chairman be authorized to sign the state-required permit for using the road for the parade on October 21, 2012, beginning at 2 p.m. A completed copy will be provided to Township.

Motion by Supervisor Naylor, second by Supervisor Rudisill, to authorize the Chairman to sign the paperwork for the Lion's Club Parade. All members voted aye; motion carried.

Yasmine Palmer, 35 Hill Street, presented a tax bill under the name of Jasmine Hall, which is not her name. In a previous Supervisors meeting minutes, her name was misspelled, which is likely the source of the error from the tax office. Mr. Gentzler will help her get that corrected through the Tax Collector's office.

Sue Payne, 25 Hill Street, asked about the mowing of 15 Hill Street. It's waist-deep; Mr. Beck will follow up.

Special Request

There's been a request by the WAGO Club to re-approve the Resolution for a small treatment plant on the lot; the Board previously approved this Resolution and signed the planning modules. The Maintenance Agreement was also approved. The planning module must be advertised for a 30-day public comment period. The resolution that the Board acted on in February wasn't actually valid, which is why WAGO is requesting re-approval. Also, the new Resolution incorporates some changes that DEP requires to put some limits and conditions to the agreement.

Motion by Supervisor Naylor, second by Supervisor Rudisill, to approve Resolution 2012-11, the planning module approval for the WAGO Club property. All members voted aye; motion carried.

Motion by Supervisor Rudisill, second by Supervisor Naylor, to approve the Operations and Maintenance Agreement as revised per the DEP comments. All members voted aye; motion carried. Mr. Miller will ensure that the verbal information that he received is the same as the written draft provided.

Correspondence

York Water Company/Asbury Pointe Wastewater Treatment Plant – the Water Company completed the purchase of the Asbury Pointe Water and Sewer Authorities. This is a plus for the Township, as the Water Company will likely maintain this very well.

Solicitor's report – Attorney Andrew Miller

Employee Handbook -- nothing discussed

Comcast Franchise Agreement -- nothing discussed

Signs for Private Drives – nothing discussed

Amendment to Burn Ordinance – did the draft get to the police? Not yet; this can be addressed at the next meeting.

Subdivision Ordinance Amendments -- nothing discussed

Hill Street Adoption Resolution – **Motion by Supervisor Rudisill, second by Supervisor Naylor, to adopt Resolution 2012-10, adopting Hill Street from Old School Lane to and including the cul-de-dac. All members voted aye; motion carried.**

LERTA Extension for 2012-2013; the current resolution expires 10/31/12. It's time to renew/extend the program. Does the Board want to consider provisions to specify that once a property is in the LERTA program, the additional improvements on that property don't extend the applicability of LERTA? Additions done during the period of time that particular property is included in the LERTA program don't trigger another extension. Does the Board want to see a waiting period for new applications? Or allow almost consecutive coverage periods?

Supervisor Rudisill feels that the whole idea is a good idea.

Chairman Gross asked for some clarification of the ES-3 case. All three Board members requested the extension for another year with the caveat above, that the additional improvements don't extend the time frame. Attorney Miller will provide a draft for the September Board meeting.

Motion by Chairman Gross, second by 2012-1, Rudisill, to adopt the Municipal Lien Ordinance 2012-1. All members voted aye; motion carried.

Motion by Supervisor Rudisill, second by Supervisor Naylor, to approve the stormwater agreement and development agreement on the 75 Steamboat Boulevard Land Development Plan AND to authorize the Chairman to ratify those documents. All members voted aye; motion carried.

There will be an Executive Session following tonight's Board meeting to discuss a personnel issue and the Saybrook appeal.

Engineer's report – Byron Trout

Inspections

Plan Reviews

Correspondence

Motion by Chairman Gross, second by Supervisor Rudisill, to authorize payment of \$16,305.90 in the Saginaw development, per the recommendation of Engineer Trout. All members voted aye; motion carried.

Regarding the Maintenance Bond for the Brylea Project -- **Motion by Supervisor Rudisill, second by Supervisor Naylor, to return the \$2,500 to the Bryant Estate. All members voted aye; motion carried.**

Mr. Trout has received complaints concerning stormwater in the Market Street/Saginaw area. He has had no luck in making contact with the one resident who may be causing the issue. What should Mr. Trout's next step be to try to get some results? Mr. Miller will discuss the situation with Mr. Trout to come up with a plan. Does Mr. Trout have the authority to actually go onto this person's property to examine the area in question? Mr. Miller feels that the Zoning Officer certainly has that authority, as an agent of the Township. Mr. Beck and Mr. Trout can go together. First, the Township will send the resident a certified letter asking for cooperation. Mr. Trout and Mr. Gentzler will draft this.

Kensington area – the approved repair has not been made. The agreed-upon thirty day action period has expired. Again, a certified letter should go out with a Notice of Violation.

Secretary/Treasurer/Manager's report – Dave Gentzler

Sewer Authority – Minutes and Amended Rules documents

Supervisor Naylor had a question on the Sewer Authority Minutes regarding the wide range in the tap-in fees. From the audience, James Coble, Chairman of the Sewer Authority, explained that the SA had C. S. Davidson do the state-required study regarding the tap-in fees. The new tap-in fees vary for different plants, according to the state's formulas. There are many factors involved, including the costs of expansion and variances required. The SA had a range of fees within which to be legally justified. Supervisor Naylor feels that these higher fees are difficult to explain to a new homeowner in the area. Actually, the people who already bought property in the Saginaw area got a bargain as compared to the ones purchasing lots now. Mr. Coble noted that the state requirements are going to force improvements and upgrades to the Saginaw plant at some time in the future. The tap-in fees will, of course, help to pay for those improvements. Regarding the use of the new meeting room, the SA wanted to develop a policy before requests were made to use the room. The SA decided that only the three municipalities will be permitted to use the Board Room; no outside organizations will be granted access.

Recreation Board – Minutes for July and August: Supervisor Naylor asked about the Rec Board wanting to help contribute to the turf maintenance. Why? Could they lower their fees? Mr. Gentzler had no explanation, but he will get more information.

Public Works Director's Report – no questions for Mr. Gentzler, except how to cut down on the dust in the fall at PPL Park. Mr. Gentzler will see that more dust control will be put down on the surface. The new fence at Saginaw was discussed. Should Mr. Gentzler go ahead with the proposed silver maples at the spaces provided? Sounds good.

Proposal for a new welder – all the maintenance employees are novice welders. Certification might not be a bad idea. **Motion by Chairman Gross, second by Supervisor Naylor, to approve the purchase of a new welder. All members voted aye; motion carried.**

Zoning Officer's Report – no questions for Mr. Beck

FEMA/PEMA Storm Damage Grant – the Gut Road project has been completed. The Township has until March to complete all the FEMA work and document everything.

Document filing/archiving proposal -- Mr. Gentzler discussed the electronic filing system. Paper records would no longer be necessary. Documents would be scanned, evaluated as to what needs to be kept and for how long, and stored on the computer. The information will, of course, be backed up for safety reasons. Training and equipment are included in the price of \$7,000. Back-file scanning would be extra; boxes of records would be provided to the outside agency for archiving. This will be painstaking and time-consuming. How about the disposal of the old records? Incinerate? Recycle? Shred? Attorney Miller would like to meet with Mr. Gentzler to discuss the requirements for the process. He might have some helpful information. They can meet, and Attorney Miller can have information/report available for the September meeting. Perhaps the process can be started in the fourth quarter of this year, then work in the archiving at a later date.

Finally, regarding disbursement of funds will be made for October's Fire Prevention Month, and yes, there was a disbursement in the spring.

Land Development/Subdivision –

Orchard Business Park Lot 1 Land Development Plan –

David Koratich of LSC Design was present. The only outstanding item is erosion control approval. The application is pending.

Motion by Supervisor Rudisill, second by Supervisor Naylor, to waive the preliminary plan requirement request by Orchard Business Park. All members voted aye; motion carried.

Motion by Supervisor Rudisill, second by Supervisor Naylor, to approve the Orchard Business Park Lot 1 Plan, contingent upon approval of the E & S Plan. All members voted aye; motion carried.

Motion by Chairman Gross, second by Supervisor Rudisill, to approve the orchard Business Park Lot 1 Development Agreement and the Stormwater Agreement. All members voted aye; motion carried.

Supervisor's comments

Supervisor David L. Naylor – no comments or questions.

Supervisor Barry E. Rudisill – Meeting House Road speed issue. Was a traffic study done? What's the next step? There will be increased patrols during school hours. Will that solve the problem? Supervisor Rudisill feels not, and he feels that the Board owes the resident who brought up the issue a better resolution. Perhaps the traffic signal will improve conditions. Mr. Gentzler noted that a stop sign cannot be used to control speed.

Also, were the low-hanging phone lines and trees addressed? Some were repaired; Mr. Gentzler has a letter drafted to send to residents/businesses responsible for the wires/trees in question.

Some Saginaw residents complimented the Township on the fence and sign. The county parks department did the routing of the information on the signs. Dellinger Road mowing on the quarry side – when will this be done? Mr. Gentzler will inspect.

Mr. Gentzler noted that the Ford 710 leaf loader has not been used in several years. It's not worth anything on the market. How can the Township get rid of it? The Board members will think about it.

Chairman Steven H. Gross, Jr. – no comments or questions.

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

Motion by Chairman Gross, second by Supervisor Rudisill, to adjourn. All members voted aye; motion carried. The meeting adjourned at 8:49 p.m.

Respectfully submitted,

Dave Gentzler
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary