

**EAST MANCHESTER TOWNSHIP
Board of Supervisors
December 11, 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 five 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 no meeting was held nor did the Board conduct any business since the regular meeting on November 13, 2012.

Motion by Supervisor Naylor, second by Supervisor Rudisill, to approve the minutes of the meeting of November 13, 2012, as presented. All members voted aye; motion carried.

Public Comments

None at this time.

Special Request

Street light resolution for five customer-owned street lights in the Orchard Business Park on Bartlett Drive, Resolution 2012-16. **Motion by Chairman Gross, second by Supervisor Naylor, to adopt Resolution 2012-16. All members voted aye; motion carried.**

US Road Running—David Lynch, Conewago Township, was present to request permission for the runners to use the Township roads on April 6, 2013, for their half-marathon. They will use the same course as they did this past November. It was noted that there were over 200 participants in the November event and no problems or issues were reported. **Motion by Supervisor Naylor, second by Chairman Gross, to approve the use of the Township roads by the US Road Runners for the April 6, 2013, half marathon as requested. All members voted aye; motion carried.**

Correspondence

Senior Center Thank-you letter noted

PUC application – FYI -- the water company had to apply to the PUC to put a new water pipe under the railroad tracks on Wago Road.

Manchester Borough/Park Street letter – why maintain it if there will be no liquid fuels money forthcoming? Plow it, sure, but go no further to maintain. No response will be given.

Solicitor's report – Attorney Andrew Miller

- Comcast Franchise Agreement – no discussion.
- Subdivision and Land Development Ordinance Amendments – will discuss with staff on Thursday; draft will be available to the Board in January or February 2013.

- Fire Hydrant Tax Resolution for 2013 – Resolution 2012-15 is ready for adoption setting the assessment rates for fire hydrants and street lighting. **Motion by Supervisor Naylor, second by Supervisor Rudisill, to adopt Resolution 2012-15, the Fire Hydrant Tax for 2013. All members voted aye; motion carried.**
- Municipal Pension Plan Agreement – Ordinance 2012-3 – **Motion by Chairman Gross, second by Supervisor Rudisill, to adopt Ordinance 2012-3. All members voted aye; motion carried.**
- Two additional easement agreements are ready for Canal/Esspresso Way – Mr. Trout made some changes that are now incorporated; both easements are with Kinsley. **Motion by Chairman Gross, second by Supervisor Rudisill, to approve the easement agreements for Canal Road and Espresso Way. All members voted aye; motion carried.**
- Mr. Miller sent a letter to Bill Reigle at Keystone regarding the wearing course on Green Ridge to confirm that yes, the Township would like them to do the wearing course before the additional houses are built out.
- Mr. Miller requested a short Executive Session following tonight’s meeting to discuss municipal liens that were filed.

Engineer’s report – Byron Trout

Inspections

Orchard Business Park improvements continuing. Curbing to be done this week, depending on the weather.

Attorneys McNees, Wallace, and Nurick requested a surety reduction for the cell tower site on Forge Hill Road. Originally, the Township held \$9,268.00 for seepage pit on this site, which Mr. Trout did not inspect when it was installed. This plan was before the Township about ten years ago, for the cell tower. Mr. Trout inspected the site recently, since receiving this request, and saw no evidence of erosion or problems. He has no problem releasing the funds, but he did emphasize that he did not do any site inspections at the time of installation.

Motion by Supervisor Naylor, second by Chairman Gross, to approve the release of the \$9,268, with no remaining balance, for the property at 385 Forge Hill Road, per Mr. Trout’s recommendation. All members voted aye; motion carried.

Three surety reduction requests for phases in Chestnut Valley were *tabled* from last month. **Motion by Chairman Gross, second by Supervisor Rudisill, to release the surety amounts for Chestnut Valley, per Mr. Trout’s letters, as follows: in Phase 3A, a reduction of \$8,591.61 with remaining funds of \$52,047.00; in Phase 3B, a reduction of \$18,438.49 with \$31,947.50 remaining; in Phase 4, a reduction of \$87,612.89, leaving a remainder of \$223,438.69. All members voted aye; motion carried.**

Secretary/Treasurer/Manager’s report – Dave Gentzler

Sewer Authority – no discussion

Recreation Board – none available

Public Works Director – no discussion; leaf collection is now completed.

Zoning Officer – no discussion

Township Newsletter Contractor (Municipal Publications) – The Township feels it's time to do another newsletter to the residents. Mr. Gentzler previously provided a sample publication by Municipal Publications to the Board members for their review. There would be no cost to the Township except for the representative's use of the Township's telephone, copier, etc. The cost of the newsletter would be borne by the (ideally) 36 advertisers. **Motion by Supervisor Naylor, second by Supervisor Rudisill, to proceed with the newsletter project with Municipal Publications, with no cost borne by the Township except for the in-house expenses that the Municipal Publications representative will accrue, such as copying and telephone use. All members voted aye; motion carried.**

2012 Budget Transfer requests – **Motion by Chairman Gross, second by Supervisor Naylor, to approve the following transfers as requested by Mr. Gentzler: transfer \$7,000 from 409.730 to 409.370 (Building Repairs), for the storm water work at the building and repairs to the roof and HVAC system; AND transfer \$23,000 from 400.740 Capital Expense to 414.313 Engineering and Planning (Mr. Trout/interim Zoning Officer); AND transfer \$6000 from 438.000 Highway Maintenance to 438.200 Highway Maintenance Supplies (Street light repairs that were later refunded). All members voted aye; motion carried.**

Adopt 2013 Budget – **Motion by Supervisor Rudisill, second by Supervisor Naylor, to adopt the 2013 Budget as proposed, with the following recommended changes: increase 107.000 Cash – PLIGIT to \$884,000.00; and increase 410.450, Northeastern Regional Police Department to \$1,030,220.00. All members voted aye; motion carried.**

Regarding the Haines family on Canal Road, Mr. Beck gave the background. Lee and Christine Haines and their son Matthew live in the house. Matthew was injured in Afghanistan while serving in the armed forces; the Department of Defense gave the family funds for retrofitting their house to make it comfortable for Matthew and to maintain his independence. Township permits were issued to the family at a cost of \$424. The suggestion was made to refund this fee as a gesture of gratitude and appreciation from the Township for Matthew's service to his country. Mr. Gentzler has drafted a letter to accompany the refund, should the Board approve this refund. **Motion by Chairman Gross, second by Supervisor Naylor, to approve the letter to the Haines family and the refunding of the permit cost of \$424. All members voted aye; motion carried.**

Mr. Gentzler discussed Sherman Street, a very dangerous area in the county. He'd like to request that PennDOT improve the conditions on the highway. If there's extra ROW available, it makes sense to try to improve this section. The Board members concurred with Mr. Gentzler's plan, and suggested that he include with that letter the accident stats for this area.

Land Development/Subdivision – nothing addressed.

Supervisor's comments

Supervisor David L. Naylor – the Senior Center is suffering funding cuts; the school is collecting canned goods for the Center. Meals on Wheels wants to deliver meals for three days just in case of bad weather.

Regarding fire hydrant funds--is there a need for a hydrant? To be discussed. The Comp Plan was finalized how long ago? Adopted in 2006.

Supervisor Rudisill – two complaints about the sign stating a date for the ZHB; if no meeting, don't put the date on the sign. No problem.

Chairman Steven H. Gross, Jr. – thanks for the cards during his recovery time.

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

Motion by Gross, second by Rudisill, to recess. All members voted aye; motion carried.
The meeting recessed at 7:47 p.m. for an Executive Session.

Motion by Vice-Chairman Naylor, second by Supervisor Rudisill , to adjourn. All members voted aye; motion carried.

Respectfully submitted,

Dave Gentzler
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary