

## **EAST MANCHESTER TOWNSHIP**

### **Board of Supervisors**

**July 13, 2021**

Present: Chairman Steven H. Gross, Jr., Vice-Chairman David L. Naylor, Supervisor Barry E. Rudisill, Attorney Andrew J. Miller, Manager/Secretary/Treasurer Kristie Masemer, Public Works Director Shane Haugh, Engineer Byron Trout, Zoning Officer Brittany Kohler, Recording Secretary, and ten citizens.

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

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

Chairman Gross disclosed that since the meeting of June 8, 2021, the Board neither met nor conducted any business.

#### **Approve or Amend Minutes**

Chairman Gross asked if there were any amendments to the minutes from the June 8<sup>th</sup> meeting. Vice-Chairman Naylor stated a correction for the Emergency Services section in the first paragraph. It states, "What is Mt. Wolf's ballpark fundraising loss for the pandemic". It should state, "What is Mt. Wolf's fire department's fundraising loss for the pandemic". Supervisor Rudisill noted that in the following sentence, they identify Vice-Chairman Naylor as "Charmain Vice Naylor" as it should state "Vice-Chairman Naylor". Supervisor Rudisill also wanted to add his specific comment to Mt. Wolf's Chief regarding the governor possibly having funds, but he needs to be careful what the governor promises, "long on promise; short on delivery". Chairman Gross recalls Supervisor Rudisill making this comment to be added.

**Motion by Chairman Steven Gross to approve the minutes for June 8, 2021, as amended. Vice-Chairman Naylor seconds amendment. All members voted aye; motion carried.**

#### **Public Comments**

Mr. Grothouse asked for contact information for DHL. He has attempted to contact them regarding noise from idling trucks. Manager Kristie Masemer stated they do have a contact, but she is not aware if she can give their contact information out to the public. The manager will contact DHL and ask to give Mr. Grothouse's number for a callback. Mr. Grothouse updated the Board to inform them that the issues with DHL's lights, pond, and lawn maintenance have not been resolved and are still in poor shape. Mr. Grothouse also stated the traffic from Canal Road in the east direction is getting very fast, and he and his neighbor fear that if something is not done that an accident will occur. He suggested a reader track the speed on the road to justify a call to the Regional Police. Chairman Gross stated the police chief was in attendance tonight. Police Chief stated that he would look into this issue.

Keith Zeigler stated that the tractor trailers coming out of DHL are coming down and making a right-hand turn instead of straight through like they are directed to. He is worried that if anyone is sitting there, they need to back up, or they will get run over. Chairman Gross stated that he recalls an 83 sign to show the trucks which way to go. Public Works Director Shane Haugh stated they put the sign directing them from Manchester Street to avoid the trucks from turning around in someone's driveway. Chairman Gross points out the Borough changed an

ordinance in their June meeting to try and prevent the trucks from turning up towards High Street. Mr. Zeigler said the signs do not mean anything because the trucks do not listen.

### **Emergency Services Report**

Fire Chief's Report – Vice-Chairman Naylor asked the Fire Chief if there were 21 calls in East Manchester and 5 calls outside of the community for June. The Chief said there were 31 calls in York County, and 21 of them were in East Manchester Township. Chairman points out they run a lot more calls south compared to West. The Fire Chief agrees.

Ambulance – Vice-Chairman Naylor confirmed there were no volunteer members. We need to keep liability insurance as a maintenance fee in case they would need to get volunteers in the future

Ambulance membership flyer –. This flyer is for businesses and is like the flyers sent to the residents. Business membership rates are depended on how many employees are at their facility. The township's rate is \$185.00 because they have less than 15 employees. This price would cover until April and is not pro-rated.

**Motion by Vice-Chairman Naylor to authorize payment of \$185 to Northeastern Area EMS, second by Supervisor Rudisill. All members voted aye; motion carried.**

Northeastern Regional Police – Going to be discussed with Solicitor's Report.

Gut Road – Solutions for preventing emergency situations and dumping beyond the road. Township received a letter from a resident who suggested extending and improving the Mason Dixon Trail beyond Gut Road. There are frequent emergency situations along and beyond Gut Road. Mrs. Masemer stated that the property belongs to the railroad company, so the resident would have to get in touch with them for their approval. The township has tried to get in touch with the railroad regarding the mudding area of Gut Road, but they are challenging to get a response from. The township decided they are going to take the initiative to find solutions to resolve issues that keep occurring. Mr. Haugh suggests they install a gate at the end of Gut Road near the boat launch, but before the railroad owned portion. Chief Stevens has said in the past that when there is an emergency issue back on Gut Road that it is difficult to get their equipment back the road to help. The Public Works Director believes if we prevent people from getting back to the mudding area, then we can prevent these emergencies from occurring. If the township installs the gate themselves, Mr. Haugh does not see it exceeding One Thousand (\$1,000) Dollars. Vice-Chairman Naylor brings to the attention that the Mason Dixon Trail may help monetarily

**Motion by Vice-Chairman Naylor, second by Supervisor Rudisill, to send Public Director Shane Haugh to come up with figures for equipment. All members voted aye; motion carried.**

Mount Wolf Borough Invoice for Fire Company Workman's Comp Insurance for 2021-2022 -- The fire company requests the township cover 72% of their fireman's comp insurance. The township has paid this percentage since 2015. The total figure comes out to \$14,632.03.

**Motion by Chairman Gross, second by Vice-Chairman Naylor, to pay the same rate of 72% totaling \$14,632.03. All members voted aye; motion carried.**

### **Special Requests**

Northeastern Touch-A-Truck Event – This event is being held on September 18<sup>th</sup> from 10 am to 2 pm. Public Director Shane Haugh will be attending, following the past procedures.

## Correspondence

I-83 Exit 26 Land Use Schedule – Comprehensive Plan Amendment – Manager Kristie Masemer stated this does not need approval now, just giving the Board a heads up that it will be coming up in the future. The Committee has been doing studies for the past year, and they are now complete. We are not going to need to do any rezoning for the plan. This is merely to amend our Comprehensive Plan to include the study, which shows changes to other municipalities Comprehensive Plan warrants Exit 26. This plan will not be taking place until 2033-2034 and is a 12-year plan if approved by the Federal Transit Administration.

YCPC Region Significance – Conewago Township – Another warehouse at 555 Locust Point Road in Conewago. Attorney Miller said It is up to Conewago Township if they offer any contribution to the Betterman Agreement. Attorney Miller suggests this should be handled on our end as an amendment to the Canal Road Betterment Agreement.

PSATS Annual Business Meeting – No one from the Board is going to attend.

60 Steamboat Blvd Assessment Appeal – Attorney Miller said we do not need to check where they are in the LERTA Program, and there is no reason to get an appraisal. The Board of Assessment Appeals takes care of this, and they will render a decision. The school district should be looking into this further because of taxes. Chairman Gross tells Mrs. Masemer to go to the meeting and take notes and reach out to Brian Geller to make sure it is on his radar.

York Water Co. questionnaire to Residents for Water Services to Canal Road Extended – There have been no calls to the township regarding this notice sent out. It is not mandatory to hook up to a water line.

## Solicitor's Report

Burn Ordinance Amendment, Ordinance No. 2021-3 – Reviewed with supervisors last month and authorized for adoption and ready for action.

**Motion by Vice-Chairman Naylor, second by Supervisor Barry Rudisill, to enact Burn Ordinance Number 2021-3. All members voted aye; motion carried. Board signed Ordinance.**

York County Regional Police Charter Documents – Draft of the charter document circulated to boroughs and townships for review. Attorney Miller is asking for a motion to authorize us to prepare the ordinance to charter documents which would put York County Regional Department in place. Also, a motion to authorize Attorney Miller to prepare the resolution to dissolve the Northeastern Regional Police Dept. Action to occur at the August meeting. Public comment from Chris Irwin does not think that this is money well spent and the township is being penny wise and dollar foolish. From his research, there are issues with the response time. The costs for having York County Regional Department is going to increase yearly. Chief Rizzo stated that this will in fact save the Township money in the long term and would increase yearly if the Township continued with Northeastern Regional PD.

**Motion by Vice-Chairman Naylor, second by Chairman Gross to authorize the Attorney to create an ordinance for the adoption of the York County Regional Police Charter Agreement for next month's meeting and advertise. Supervisors Gross and Naylor voted aye; Supervisor Rudisill voted nay.**

**Motion by Vice-Chairman Naylor, second by Chairman Gross, to create a resolution to dissolve Northeastern Regional Police Department contingent on Mt. Wolf and Manchester Borough to do the same. Supervisors Gross and Naylor voted aye; Supervisor Rudisill voted nay.**

Canal Road Betterment Committee -- circulated some changes to the board that Chairman requested last month. The change was to ensure that a default under a developer specific agreement would also be a default under the Betterment Agreement and that change has been incorporated in. Another issue included a few changes in the Betterment Agreement regarding some permanent directional signage. Attorney Miller has worked with Public Works Director Shane on that and the language. Another issue that came up regarding Locust Point Road is maintenance on the stormwater facilities. Attorney Miller suggests that we maintain them, so the Township has control of maintenance and more say on getting things fixed. The Board disagrees because they feel that they will be obligated to maintain the stormwater on every state road project if they start doing this for one. They feel this is PennDot and the state's responsibility. The Board told Attorney Miller to relay this message to PennDot on the call scheduled for Friday.

**Motion by Chairman Gross, second by Supervisor Rudisill, that the township maintaining the stormwater facilities associated with the Canal Road Betterment Project is a “nonstarter”. All members voted aye; motion carried.**

Manchester Street Improvements – Mr. Haugh is asking the bid contract with Shiloh Paving to be postpone to 2022 to give Hillwood time install force main associated with their project. Attorney Miller suggests doing a no-cost time extension change order. The change order includes a right to terminate the contract by the contractor, in which case the Township will need to rebid. This is because the Township is requesting the time extension and contractor can't guarantee to hold price until next year. Board also wants to check with the Water Company, so they do not plan to run the line right after the paving and have to dig it up.

The Sunshine Act was put into place by Governor Wolf. It requires the meeting schedule to be posted on the door and online 24 hours before the meeting. The new law takes effect on August 29. Attorney Miller has sent an update to staff about the changes.

### **Engineer's Report**

Engineer's Report – For improvements along Gut Road - there are 3 grants we would be eligible for, but they have a 50% match.

Byron is a member of APWA. He is going to take Public Works Director Shane Haugh as a guest.

Byron met with Starbucks representatives regarding Mr. Dolan's situation, and Starbucks is now saying they are considering contributing and start doing construction on their property with storm sewer. They are starting to get prices on their own to see what their contractors can do.

Lastly, DHL representatives have not rescheduled the last meeting. They are having problems with getting the plants for the bottom of the forebay. Byron is going to follow up with Joe Stein. Mr. Grothouse is going to send him a picture of the pond.

### **Manager Report**

Northeastern York County Sewer Authority Minutes – Vice-Chairman Naylor wants to bring to the Boards attention that the USG company continues to televise the sewer lines. It costs them \$7,150.00 to televising lines on Poplar Lane. The money going out is exponential and a poor decision. They have a new tap-in fee noted on page three of the May 2021 minutes. There is a decrease for the south side of the township.

Zoning Officer Report -- No zoning hearing this month, just a planning commission meeting. As of now, no meeting for August. Vice-Chairman Naylor states there were eight violations in June. Zoning Officer Brittany Kohler is constantly busy with other work. Vice-Chairman Naylor suggests that Mrs. Kohler does not have time to get out in the township for detailed code enforcement. There was a suggestion for a future discussion to get her more help. Supervisor Rudisill asked where we are with the North Sherman Street property and the driveway covered in brush. The property owner stopped receiving fines in the winter. It is difficult to control what she does with her trees. Mrs. Kohler stated that we do have her under enforcement with follow-up this week for citations.

Recreation Board Minutes – No Board Currently – No Discussion

Greenwood Estates Resident Letter for Manchester Township Future Development – Mrs. Masemer drafted a letter to send to residents in Greenwood Estates. No movement on development with no formal submission to Manchester Township. Hold on to this.

### **Public Works Report**

Activity Report – No comment

Henry's Key and Lock Service Quote – New doors for the office remodel for the meeting room, at the counter, and for the office into the shop. The quote includes key-fabs, button key pad, and automation door openers.

**Motion by Vice-Chairman Naylor, second by Chairman Gross, to make the expenditure of \$8,062.50 for the finish of the lobby to make it secure. All members voted aye; motion carried.**

Dauberton Retention Ponds Fencing – Two retention ponds that are at Dauberton Park. Since 2012 we have spent \$9,000 on repairing the rotten fence post. Right now, there are 15-20 posts that are laid over and broke off. Snyder's fencing updated the quote for \$39,500. Mr. Haugh is not asking for the motion right now. He just wants to know if this is something the Board would consider. The Board thinks it is worth looking into and Chairman Gross stated this will need to be bid.

Township Building Addition – Survey Base Plan and Preliminary Drawings – Keith Good with CGA Architects said the start of this process would be the 3.1 Survey Base Plan and the 3.4 Preliminary Drawings. The Survey/Base Plan is \$700.00, and the preliminary drawings are \$3,475.00.

**Motion by Vice-Chairman Naylor, second by Supervisor Rudisill, to make the expenditures of \$700.00 for the survey/base plan and \$3,475.00 for the preliminary drawings. All members voted aye; motion carried.**

New Road Crew Members – Their names are Robert Clipp III and Dean Smith. Attorney Miller suggests making a motion to hire the new employees with their wages stated.

**Motion by Chairman Gross, second by Vice-Chairman Naylor to officially hire Robert Clipp III as a full-time employee at \$15 an hour rate with benefits, and part-time employee Dean Smith at \$16.50 an hour with no benefits. All members voted aye; motion carried.**

### **Subdivision and Land Development Plan**

June 20021 Draft Minutes – Solar Panel Ordinance will be reviewed again by the Planning Commission at the July meeting.

### **Supervisor's Comments**

*Vice-Chairman David L. Naylor* - The boroughs are collecting their own leaves this year. The new speed sign going into Mount Wolf has a bright white light to monitor if people slow down when they see the sign. There is going to be a pre-con meeting this week for the Hillwood Project and Vice-Chairman Naylor was invited to the meeting. He wants to set up a meeting with the residents on Canal Road Extended to go over a timeline on the project with Hillwood representative Chris Fencel.

*Supervisor Barry E. Rudisill* – nothing at this time.

*Chairman Steven H. Gross, Jr.* - nothing at this time.

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

**Motion by Chairman Gross, second by Vice Chairman Naylor, to *recess* to Executive Session. All members voted aye; motion carried.** The meeting recessed at 9:45 p.m.

**Motion by Supervisor Rudisill, second by Vice Chairman Naylor, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 10:01 p.m.

Respectfully Submitted,

Kristie Masemer  
Secretary/Treasurer/Manager

Mollie A. Joines, Paralegal  
MPL Law Firm, LLP