

EAST MANCHESTER TOWNSHIP
Board of Supervisors
SPECIAL MEETING
April 29, 2022

Present: Chairman Steven H. Gross Jr., Vice-Chairman David L. Naylor, Supervisor Darryl L. Albright, Manager/Secretary/Treasurer Kristie Masemer, Public Works Director Shane Haugh, and 5 citizens.

At a special meeting held at the Township building, Vice-Chairman Naylor called the meeting to order at 9:31 a.m and dispensed of formalities. The meeting was handed over to Lobar Associates. Chairman Gross arrived around 9:45 am.

Township Building Remodel/Addition

A review was done of the Lobar Minutes dated April 1, 2022. Discussion of the office area. Drop the wall and “L” counter. Install approximately four (4) foot wide drop box for large documents at transaction window. Invite Jason, Township IT company, for next meeting for wiring. Staff to meet Lobar for furniture and layout so dictating special wiring outlets can occur. Draw placeholder for Board members to pick up plans/books after hours. The architect explained that he could take out air returns and do overhead returns due to the layout of the offices in an existing structure. The structural engineer had discussion on garage doors. The new bays are to be taller than existing garage openings. Lobar will measure the garage doors on the building across the street to match heights. New meeting room ceiling will be 13’ in height and get taller going from the board to the back of the audience. Discussion was held on the existing roof and a potential solution. The mechanical engineer discussed the roof top units for the meeting room/conference room. Units will be visible on roof over public works office from the parking area but will not be visible from the street. Vehicle exhaust to be installed. The vault will have a dehumidifier. Lobar recommends keeping existing air compressor in its location and add a new one at another location. If fire suppression is installed the fire walls will go away. Lastly, roof top units are six (6) months out and generators are one (1) year out. Mrs. Masemer added that a Land Development Plan will need to be done for this project. Mr. Haugh stated that he would get with the Township Engineer to discuss an HOP from PennDOT for demolition of the existing driveway and utilization/widening of the second driveway that once served a single-family dwelling (now demolished).

CAD Web User Agreement for Union Fire Co.

Motion by Supervisor Albright, second by Chairman Gross, to approve Vice-Chairman Naylor to sign the York County CAD Web User Agreement for Union Fire Co. No. 1. All members voted aye; motion carried.

Park Street Bridge

Mr. Haugh met with an engineer to inspect the condition of the Park Street Bridge. The walls and decking to the bridge appear to be fine, but the beams are going to need to be replaced. Mr. Haugh would just like the Township Engineer to sign off on the beam specifications before the Township Road Crew or contracted crew will install new. Mr. Haugh stated that as soon as the beams and decking arrive the work will commence. It will probably work out where the materials won’t arrive until after school lets out.

Motion by Chairman Gross, second by Vice-Chairman Naylor, to hire the Township Engineer to sign off on the material specifications of the rebuild of the bridge. All members voted aye; motion carried.

Resident Bob Nace made a comment regarding the Township building becoming the headquarters in the event of an emergency and feels that the Township building is not adequately fit to house a large quantity of people with two bathrooms and a small lunchroom. East Manchester Twp would be the laughingstock. Chairman Gross, Vice-Chairman Naylor and Mr. Haugh explained that the TMI drills no longer occur because of TMI becoming inactive, but the Township does have a plan in place in the event of disasters. The Emergency Management Coordinator (EMC) does not mean TMI anymore but instead means other disasters now. The Township building is more setup for being the headquarters for communication and the cots and such would be for staff working the disaster. FEMA

will also dictate what the Township building will be used for. Mr. Nace stated that being the EMC is a thankless job and should at least get paid what the Board of Supervisors make. Mrs. Masemer added that the Township does provide a cell phone and laptop in connection with the other municipalities that the EMC serves.

Additional Business – Mrs. Masemer reported that Chief Joe Stevens recommends placing a burn ban until further notice.

Motion by Vice-Chairman Naylor, second by Supervisor Albright, to follow Chief Stevens recommendation on enacting a burn ban and to lift the ban when Chief Stevens instructs staff to do so. Supervisor Albright asks to have staff notify the Board when the ban is lifted. -So noted. **All members voted aye; motion carried.**

Mr. Nace asked for an update on the stormwater sediment trap at Rolling Meadows that is adversely affecting the neighboring farm. Mrs. Masemer stated that the developer is pushing back and saying that they do not own the land with the trap land and that the HOA does. Mrs. Masemer explained that she sought Attorney Miller's advice. Triple Crown signed a joinder agreement to the Developer's agreement and therefore is obligated to fix this issue and install sidewalks in front of the community center. The Board's consensus is to have staff stop acceptance of all permits for vacant lots until the issues are resolved. The Board also noted that they will not consider any street dedications either until the issues are resolved.

Supervisor Comments – Vice-Chairman Naylor stated that the York County Regional Police Department's cornhole event is tomorrow.

Motion by Chairman Gross to recess to executive session for personnel matters at 11:36 a.m.; second by Vice-Chairman Naylor. All members voted aye; motion carried.

Motion by Supervisor Albright, second by Vice-Chairman Naylor, to adjourn. All members voted aye; motion carried. The meeting adjourned at 12:56 p.m.

Respectfully submitted,

Kristie Masemer
Secretary/Treasurer/Manager