

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**  
**December 13, 2022**

Present: Chairman Steven H. Gross, Jr., Vice-Chairman David L. Naylor, Supervisor Darryl Albright; Attorney Cory Dillinger; Manager/Secretary/Treasurer Kristie Masemer; Public Works Director Shane Haugh; Engineer Byron Trout; Recording Secretary, and 12 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.

**The Agenda was deemed approved as presented with no formal motion, second, or vote.**

Chairman Gross disclosed that since the meeting of November 15, 2022, the Board met for a road tour on November 18, 2022.

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to approve the minutes of the meeting of November 15, 2022. All members voted aye; motion carried.**

**Motion by Supervisor Albright, second by Vice Chairman Naylor, to approve the minutes of the road tour of November 18, 2022. All members voted aye; motion carried.**

**Public Comments**

Mike Grothouse complained that he's still hearing a low vibration noise from DHL.

**Emergency Services Report**

Fire Chief's Report -- No additions or questions.

Mt. Wolf Eagle Fire Company No. 1 2023 Budget – Cody Santiago, on behalf of Eagle Fire Company, spoke about the relief audit, noting that the fire company is working with the auditor's office to correct the issues. Some of the trouble occurred from people not knowing what the proper procedures were, other issues developed from irresponsibility. Chairman Gross noted that, on Eagle's 2023 budget, liabilities were not listed. Also, there are no references to a piece of equipment that was sold. Answer: budget is just what they intend to spend. On the equipment that was purchased, they had to approve the funding to prevent an increase in the price. No new fire station just yet, contrary to some rumors. From Vice Chairman Naylor, the Township kept funding the company in the hopes that changes would be made; that hasn't happened. He just can't agree to keep funding two companies in the future. He is pushing for consolidation of services and efforts. Mr. Santiago agrees on the consolidation, but he feels that until that happens, it's good to have two companies. Chairman Gross agrees with Vice Chairman Naylor, referring to the recent consolidation of the police department. Supervisor Albright would also like to see consolidation come to fruition.

York County Regional Police Report -- grant received for infrastructure improvements.

Ambulance club – Bob Kramer reported that there's been a slight improvement in staffing. From Supervisor Albright, any stats on how many calls were not answered because of understaffing? Not tonight, but Mr. Kramer could try to glean those figures. From Vice Chairman Naylor, if the organization were to fold, how would the assets be liquidated? Mr. Kramer will find out.

## **Special Requests**

**York Road Runners Club – Motion by Vice Chairman Naylor, second by Chairman Gross, to give the York Road Runners Club permission to cross Mundis Race Road at John Rudy Park on December 31, with safety precautions coordinated with the Township Fire Chief. All members voted aye; motion carried.**

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to approve the tax exoneration requests for total refunds of \$37.48, per the Tax Collector's recommendation. All members voted aye; motion carried.**

Steve Martinez was present on behalf of the SPCA. The main reason for the contract increase is due to increased costs. Also, they're hiring a field agent (\$40K or so salary) to address the wandering cat population. What services does the Township get from this contract cost? Public health and safety; control of animal population; vaccinations of animals; employment of a police officer; housing of sick and injured animals. What if the Township enters into this contract and a dog gets loose? Is there a fee to reunite the dog with its owner? No, but the dog officer (Animal Control Officer) might charge a fee that the Township has a contract with.

Discussion was held on how the municipality is charged for the contract. Chairman Gross asked about the language in the contract that specifies that if the Township doesn't pay the "fee" or "tax" then the SPCA will not accept animals from this community. That doesn't seem fair, especially when many residents contribute to the SPCA's funding. From Mr. Martinez, those private contributions aren't enough to support the programs, etc. From Chairman Gross, if he doesn't support the Red Cross or the local fire company, those agencies will still assist him, regardless of financial support. Mr. Martinez assured the Board that, if the Township doesn't contribute, Township animals will not be turned away unless the shelter is at capacity. At that time, if necessary, preference would be shown to contributing municipalities and the Township residents wouldn't reap the benefits of the contractual discounted services. Sounds like the contract wording needs to be revamped. From the audience, Herb Nix noted that taking a dog to the SPCA to be spayed/neutered saved him lots of money. Also, Ed Hewitt relayed a less-than-stellar experience with the SPCA's personnel and services, albeit many years ago. Hopefully, the services are improving with a new director and staff.

Thanks so much to Mr. Martinez for attending the meeting, discussing the issues, and answering questions from the Supervisors.

**Motion by Chairman Gross, second by Supervisor Albright, to approve the York County Rail Trail membership donation of \$500.00. All members voted aye; motion carried.**

## **Correspondence**

None.

**Solicitor's report** – Attorney Andrew Miller

- No agenda items; nothing discussed.

**Engineer's report** – Byron Trout

No agenda items. The Dolan agreements are still a work in progress.

**Secretary/Treasurer/Manager's report** – Kristie Masemer

*Sewer Authority* – nothing discussed.

*Zoning Officer* – No ZHB meeting in November. Planning Commission meets December 20.

*Assistant Zoning and Codes Officer report* -- Nothing discussed.

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*Recreation Board* – Minutes available from August and November. Supervisor Albright spoke to Commissioner Ron Smith; in the spring, funds will be available for recreation projects. Ideas are being discussed. Vice Chairman Naylor reported that the school district is asking the Township to work together to revamp some fields and facilities around Board Road.

Draft fee schedule to review

Draft Reorganization to review

**Motion by Chairman Gross, second by Supervisor Albright, to adopt Resolution 2022-24, adopting the 2023 Budget. All members voted aye; motion carried.**

**Motion by Supervisor Albright, second by Vice Chairman Naylor, to adopt Resolution 2022-25, setting the 2023 tax rate (same rate as the past several years). All members voted aye; motion carried.**

**Motion by Chairman Gross, second by Vice Chairman Naylor, to adopt Resolution 2022-26, transferring unencumbered money from one Township account to another as follows:**

- (a) \$1000.00 from Account # 01.400.740 (Capital Expense) to Account # 01.400.390 (Bank Fees).
- (b) \$500.00 from Account # 01.400.740 (Capital Expense) to Account # 01.400.314 (Advertising & Printing).
- (c) \$1000.00 from Account # 01.409.730 (Capital Purchases) to Account # 01.409.361 (Electricity).
- (d) \$4000.00 from Account # 01.430.700 (Hwy Capital Purchases) to Account # 01.430.240 (Diesel).
- (e) \$1500.00 from Account # 01.430.700 (Hwy Capital Purchases) to Account # 01.430.300 (Drug/Alcohol/CDL).
- (f) \$3000.00 from Account # 01.430.700 (Hwy Capital Purchases) to Account # 01.433.220 (Traffic Signals).

**All members voted aye; motion carried.**

2023 Solicitor Contract to be reviewed at the Reorganization meeting.

Emergency Management Coordinator – kudos to Bud for his past service as the EMC in the past, however he's not been active for the past couple years, not maintaining the required certifications and not holding tabletop meetings as required. Recommended to seek another person to fill this position. Conewago Township is fine with not being included in the service area. First, Bud must be notified that his position is going to be filled ... by someone else. Perhaps advertise? Do we need to provide a stipend to make this position more attractive? What if the Township doesn't name an EMC? The County would have to come in, but that might not be too attractive an option. The County would need to coordinate with the local EMC... provided one is on duty. If the Township shares the EMC with the two Boroughs, how would the costs and services be split?

**Motion by Vice Chairman Naylor, second by Chairman Gross, to authorize the Manager to advertise the position of Emergency Management Coordinator in Indeed and on the website. All members voted aye; motion carried.**

**Motion by Chairman Gross, second by Vice Chairman Naylor, to authorize the reappointment of the auditor and sign the engagement letter to do the audit for the coming year. All members voted aye; motion carried.**

#### **Public Works Report – Shane Haugh**

The final road crew member is working on his CDL test.

Hopefully, the backhoe problem is solved.

Leaf collection was completed last Friday. Getting ready for snow season!

Locust Point improvement project update – three Verizon poles were removed; two more to go.

Discussion about moving traffic to where those poles had been. That might not happen, but overall good progress is being made.

From Supervisor Albright, kudos to the road crew for working on a vehicle to save the Township a fair amount of money.

#### **Land Development/Subdivision –**

Nothing at this time.

#### **Supervisor's comments**

*Vice Chairman David L. Naylor* – asked the Manager to contact someone to see where Exit 26 stands about the entrance/exit. The Manager and Solicitor already tried this... to no avail. She'll try again. He reiterated that this community should have one fire company. **Motion by Vice Chairman Naylor, second by Supervisor Albright, to authorize the Manager to put out an RFP for EMS services for the community. All members voted aye; motion carried.**

*Supervisor Darryl Albright* – website – can we post the update on Locust Point about the poles being removed, etc.? Sure. Also, post info on Republic Services and Starview Mobile Home park issue? Sure. Also, our new senator is Mike Regan in the 31<sup>st</sup> district. Tomorrow morning breakfast with new representative. Explore the funding options on the building project.

*Chairman Steven H. Gross, Jr.* – need a long-term solution to the problems with the ambulance and fire company.

From the audience, Blaine Rentzel and Robert Nace both stated that the next Planning Commission meeting (December 20) will be their last. They're retiring after 40 and 30-plus years, respectively! Best of everything to them!

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

The Board will hold an Executive Session to discuss personnel matters.

Reorganization is January 3, 6 p.m., regular meeting at 7 p.m., so no meeting on January 10.

**Motion by Supervisor Albright, second by Vice Chairman Naylor, to adjourn. All members voted aye; motion carried.** The meeting adjourned to Executive Session at 8:50 p.m.

**Motion by Vice Chairman Naylor, second by Chairman Gross, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Kristie Masemer  
Secretary/Treasurer/Manager

Julie B. Maher,  
Recording Secretary