

EAST MANCHESTER TOWNSHIP
Board of Supervisors
SPECIAL MEETING
January 24, 2023

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, Resident Bob Nace, Resident Jason Zeidman, Mike Kistler with Lobar Associates, and Michael Caulfield with Lobar Associates.

At a special meeting held at the Township building, Chairman Gross called the meeting to order at 1:00pm and dispensed of all formalities.

Township Building Remodel/Addition

Mike Kistler, Lobar Associates, prepared to give cost ranges and in-depth descriptions for Phase I and Phase II. They will be two separate permits as well. There will be a little over lapping when going to Phase II, but not much. This is also based off the final plan designs from 2022.

1. Phase I – Shop expansion of three garage bays, structural upgrades, renovation of existing garage, oil separators, upgrade electric. No sprinklers and not all receptacles (conduit ran, but empty) proposed within this phase. No welding receptacles but will still have them in the existing shop area for this phase. It will be the “bare minimum”. Generator will be ordered in this phase, but not installed. Firewall required and is new since this will be phased now. Exterior doors will also need to be fire rated. Due to sprinklers not going in yet.
 - a. Price Range: \$1,739,000 - \$1,800,000
2. Phase II – Everything else to include the offices, office/meeting room addition, and design layouts that have already been finalized last year. The HOP entrance will occur in this phase, water upgrades, re-roofing to tie into the garage area, and finish the garage as planned in last year’s final design.
 - a. Price Range: \$2,917,136 - \$2,997,136
3. Design/Engineering Cost Range of both Phase I & II - \$18,000 - \$21,000

From Jason Zeidman, wearing his IT “hat” for the Township, says that from the IT standpoint it’ll be simple. Two ethernets to the garage from the existing IT setup. In Phase II the ethers will then get wired to the new IT area.

Mr. Kistler says construction will be about seven months out at earliest due to ordering materials.

Motion by Supervisor Albright to proceed to design Phase I and move forward with the project, second by Vice-Chairman Naylor for discussion. *Discussion: Vice-Chairman Naylor asked if we budgeted for this. Chairman Gross responded yes, in the 2023 budget, there is a new line item for 3 million, plus the Township had been saving for years before creating the new line item. Also, there is left over ARP grant money. Vice-Chairman Naylor asked, what about Phase II? He does not want to lose sight of this phase. Supervisor Albright agrees and stated that the Township has invested tax payer money and man power for the designs last year. He wants to see this project through and is not in favor of re-designs or project cuts. Hopefully the Township sees grant money this year or another way needs to be thought out. Discussion ensued on “what ifs” on new construction with complete re-designs. More feasible or not? Jason Zeidman, with his resident “hat” on, says throughout working with Township Staff and inside this extremely outdated building, his primary concern is how much more the prices will increase between the wait of Phase I to II? When do you decide to completely tear down instead? There is an obligation to the future in planning for a building that will last 50-60 years and that every dollar*

should be maximized. Chairman Gross stated that phasing the projects is the outcome of not receiving grant money within 2022. He states that he is NOT in favor of borrowing money. The interest rates are high, and he says he is sensitive to "live frugally within means", but knows the building desperately need upgrades. Supervisor Albright reflected and stated that he does not want taxes to be raised from this. Discussion ensued regarding what the market could look like by the end of this year. Vice-Chairman Naylor asked what if the building was demoed and a pole building type structure be installed instead because he sees all the "upgrades" proposed on the phasing lists. Conclusion from Lobar after running figures and cost ranges for the new build figured last year, it would cost the Township around an additional one million dollars. Therefore, it is not cheaper and more manpower/time from all parties. Mr. Caufield says it would be more difficult to tie the "pole building" into the existing roof line of the garage because of building codes and structural requirements. Chairman Gross reminds the board that though the Township had been saving for years please keep in mind that we have been receiving anomaly transfer taxes from industrial development and the residential developments. The active residential developments are about complete, and he says we will begin to see a decrease in revenue from this. Questions were then asked about Lobar's scheduling and Mr. Kistler answered that Lobar prides itself on meeting their schedules since they rarely subcontract work out and most is done inhouse. When will this be complete? If August construction is authorized today and potential completion by the end of 2023, beginning of 2024.

Motion by Supervisor Albright to amend original motion to include not to exceed Two (2) million dollars in Phase I. Second by Vice-Chairman Naylor. All members voted aye; motion carried.

The Board has a general consensus for Lobar Associates to include the design of Phase II with Phase I's design. Meetings needed? -Mr. Kistler says that it will not be like last year and it will be more informational. Chairman Gross says, we designed all last year and landed on a final design, so if it deviates from that final design, then the Board should have an advertised meeting to discuss, otherwise, not necessary to keep gathering.

Supervisor Comments

Chairman Gross stated that due to the numerous complaints about the meeting room chairs from the frequent resident attendees and considering Phase II not occurring for some time, that the board should think about getting new meeting room chairs in the time being.

Motion by Chairman Gross to authorize staff to get samples provided at the public meeting and let the residents weigh in on the type of meeting room chair, second by Vice-Chairman Naylor. All members voted aye; motion carried.

Chairman Gross stated that it is unacceptable that Republic Services stopped picking up large items for a few weeks unless the resident called it in and he has noticed that after staff had a conversation with Republic they began to pick up all large items. All the board members absolutely agree and feels the same.

Vice-Chairman Naylor asked about in light of the news regarding the Kinsley family losses, what should the Township do for them? Discussion and general consensus from the Board directed staff to get two sympathy cards and send to each family's loss, Tim and Jon Kinsley.

Vice-Chairman Naylor informed the board of his intent to request additional landscaping on one berm at the Hillwood site to help with line of sight to the residents. The recorded plans were reviewed, and it was determined this landscaping would be beyond the plan requirements.

Supervisor Albright informed the board of his conversations with Mount Wolf Borough Councilman Todd Hess regarding the Mercantile Tax. If a municipality did not have the tax established when the state law was passed that a municipality cannot instill a mercantile tax, then they cannot instill one now. He wants to know how to help get this law changed. The board is not sure. Maybe PSATS can help?

Vice-Chairman Naylor informed the board that he attended a Human Trafficking Workshop/Round Table that included congressmen, panelists, attorneys, Police Chiefs, and the like. They were informed about human trafficking and brainstormed tools and ways to prevent human trafficking and to spread awareness.

Resident Bob Nace informed the board that he monitors the water pressure within his home and that the pressure appears to be lowering. FYI in case we receive calls.

Motion by Supervisor Albright, second by Vice-Chairman Naylor, to adjourn. All members voted aye; motion carried. The meeting adjourned at 2:44 p.m.

Respectfully submitted,

Kristie Masemer
Secretary/Treasurer/Manager