

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**  
**May 9, 2023**

Present: Chairman Steven H. Gross, Jr., Vice-Chairman David L. Naylor, Supervisor Darryl L. Albright; Attorney Andrew Miller; Manager/Secretary/Treasurer Kristie Masemer; Public Works Director Shane Haugh; Engineer Byron Trout. Absent: Zoning Officer Kelly Helsel. Also present: Recording Secretary, and 15 citizens.

At a regular meeting held at the Township building, Chairman Steven H. Gross, Jr. called the meeting to order at 7:14 p.m.

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

**Motion by Chairman Gross, second by Vice Chairman Naylor, to approve the Agenda as presented. All members voted aye; motion carried.**

Chairman Gross disclosed that since the meeting of April 11, 2023, the Board met in Executive Session prior to tonight's meeting to discuss legal matters and zoning enforcement. No action was taken. **Motion by Supervisor Albright, second by Vice Chairman Naylor, to approve the minutes of the meeting of April 11, 2023. All members voted aye; motion carried.**

**Public Comments**

Herb Nix, Chestnut Street, asked if any action was taken regarding the situation involving the resident who had a neighbor who was shooting a bow and arrow nearby. Yes, per Vice Chairman Naylor, the police will be watching the situation. Mr. Nix feels that the neighbor was in compliance with the law and the complainant was out of line.

**Emergency Services Report**

Fire Chief's Report – question about Mt. Wolf's report – is the company paying Mr. Busch a stipend? No, just reimbursement for expenses, and a \$50 fuel reimbursement per month.

York County Regional Police Report – per Vice Chairman Naylor, next meeting is this Thursday, 6 p.m.

**Special Requests**

Tax Collector request and recommendation to refund property owner of 610 Wago Road, Mt. Wolf, for fire hydrant tax in the amount of \$92.00. The property is not within 780 feet of the fire hydrant and was verified by the Public Works Director. **Motion by Vice Chairman Naylor, second by Supervisor Albright, to authorize the refund of \$92.00 to the property owner at 610 Wago Road. All members voted aye; motion carried.**

York County Quick Response Team – request for donation. **Motion by Supervisor Albright, second by Vice Chairman Naylor, to authorize \$500 to the York County Quick Response Team, from the same account as last year. All members voted aye; motion carried.**

Mt. Wolf Borough request for EMT's share of fire company workman's compensation insurance for 2023-2024 in the amount of \$12,504.19. **Motion by Vice Chairman Naylor, second by Supervisor Albright, to authorize the payment \$12,504.19, which is EMT's 72% share of the total bill. [Our cost went down.] All members voted aye; motion carried.**

## Correspondence

YCPC 2025 Transportation Program update and short presentation -- Heather Bitner and Ben Dinkle were present on this topic. Ms. Bitner explained the transportation program. The Township should take inventory of transportation, safety, bridge, etc., projects that should be done and share that information with YCPC so that they are aware of what the Township wants.

YCPC Development of Regional Significance for 570 Locust Point warehouse project, Conewago Township; resubmission due to expanding their proposed square footage by 280K SF. Mrs. Masemer showed a document including the location of the proposal.

Susquehanna Lions Club, 90<sup>th</sup> birthday celebration on June 10, noon to 4 p.m., at Manchester Union fire company, rain or shine. The possibility of a donation was discussed. Chairman Gross reminded the Board that the Board of Supervisors just funded the new sign and we fund the parade.

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to donate \$500 to help offset the cost of the birthday celebration, using funds from account 01.452.500. All members voted aye; motion carried.**

Wellspan EMS notice to residents (this is posted on the Township's website) – staff had a meeting with Wellspan. Questions and answers were provided. Yes, 24-hour staffing/response. Wellspan asserts that its shifts are always staffed, partly because they offer a competitive salary/benefits package. How about life members? Wellspan is checking on this one. Single membership per year is \$50. Current memberships will expire July 31<sup>st</sup>; new membership solicitations will be mailed shortly. A representative will be attending the Township Board meetings. See WellSpan EMS Meeting minute as a supplement to this meeting's minutes for additional information including pricing. Vice Chairman Naylor feels that this will be a good change for the Township. Vice Chairman Naylor noted that the Township is looking to recoup the donation of \$15K previously given. Should the Solicitor get involved to try to get these funds back? Mrs. Masemer will draft a letter and the Solicitor will review it prior to sending.

## Solicitor's report – Attorney Andrew Miller

- Dolan Stormwater Inlet Easement Agreement – unfortunately, fully executed copies are not available for tonight's meeting. The lender has agreed to all portions of the Agreement, but they did not submit the executed Joinder yet. **Motion by Chairman Gross, second by Supervisor Albright, to approve the Dolan Inlet Easement Agreement, subject to the execution and delivery of the appropriate paperwork; at which time, Chairman Gross will sign as the last party to do so. All members voted aye; motion carried.**
- **Motion by Vice Chairman Naylor, second by Chairman Gross, to adopt Resolution 2023-7, traffic signal maintenance agreement for Locust Point and Canal Roads and authorizes the Township Manager to execute the agreement. All members voted aye; motion carried.**
- Emergency Management Coordinator – The Township and both Boroughs are forming a new Emergency Management Agreement. Comments from all municipalities are solicited; a Committee will be formed; a Resolution will be prepared for adoption by all municipalities at a later date. It was noted that the EMC will be required to undergo lots of training every year to serve in that position. Discussion was held on various points in the proposed Agreement.
- Exit 26 Interchange -- Committee to be formed to discuss/investigate the project. Stay tuned.
- North Sherman Street stormwater issues -- multiple discussions in the past. PennDOT permit approval indicates that the Township is to maintain that area, however, Chairman Gross interprets the form to indicate that Sherman Oaks Joint Venture is responsible, not the Township. It was noted that the Sherman Oaks Joint Venture is likely defunct. Attorney Miller reported that PennDOT will pay for the replacement of the culvert and replacement of the road if the Township does the design work and obtains the permits. Mr. Trout estimates that his costs would be

between \$3K and \$4K for this project design. Discussion was held on how to resolve this issue. The Township can certainly reassert to PennDOT that it's not the Township's responsibility but that the Township would be willing to meet onsite with PennDOT to try to find a solution to the problem. Mr. Trout mentioned that PennDOT increased the size of some piping 'upstream' a few years ago, increasing it from 18" to 42" or so. After that is when that area started having water trouble at that area. Mr. Trout suggested a meeting between PennDOT, Mr. Trout, and Mr. Haugh to find a solution. Mr. Haugh urged the Board to get something done ASAP as the hole is getting larger and more dangerous.

- Agreements for the Final Land Development Plan for NorthPoint Development – agreements were distributed to the Board; some revisions were made. Please review and be prepared to act on the agreements in June.

#### **Engineer's report – Byron Trout**

EMT's pollutant reduction plan – Should Mr. Trout take care of the comments for the PRP plan? No real answer given.

Discussion was held on the Starbucks project. Mowing should go up to the Musser property. Mrs. Masemer will see to it.

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

*Sewer Authority* – minutes are available.

*Zoning Officer* – ZHB meeting this month (Johnson Controls) and PC information. Per Mrs. Masemer, Aurora Auto Parts will be submitting for occupancy for one of the Core5 buildings. Plus, in April, 71 permits were issued: Kelly has been very busy!

Assistant Zoning and Codes Officer report – Alicia is busy, too!

Mt. Hebron Church Road -- Per the York County 911 agency, there's a discrepancy – is it Mt. Hebron Road OR Mt. Hebron Church Road? It's "Mt. Hebron Road" (no "~~Church~~"). Unfortunately, not every address is consistent, which isn't helpful for emergency responders and delivery people. Maybe the Township staff could send a letter to all the residents on that road indicating that the addresses will change to conform, and that the Township will make the changes to some of the contacts, but residents will need to update other contacts. Other addresses with this same problem are Griffith Lane; Canal Road Extended; North George Street Extended. Mrs. Masemer should change Mt. Hebron Road first; then look at the others.

*Recreation Board* – from the audience, Steve Trott said that the Recreation Board reorganized in January, not with too much success. It's still a work in progress.

East Manchester project authorized representative for Lobar -- **Motion by Vice Chairman Naylor, second by Chairman Gross, to authorize Kristie Masemer, Shane Haugh, and Supervisor Albright to act as authorized representatives of the Township for purposes of the Lobar contracts. All members voted aye; motion carried.**

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

It was noted that the case against the Township re: Gut Road has been dropped. Hooray!

EMT phase 1 building update – still on schedule to start on May 22.

Shady Lane update -- Mr. Kohr is still okay with the installation of a cul-de-sac on the property. It's possible that the EMT road crew can do the work to save on costs. It would be really nice if Manchester Township would pay for this, since they actually caused the problem by allowing the warehouses up the road to go in without addressing Shady Lane. Mr. Kohr might have to reapply to make

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that portion a driveway as opposed to a Township Road. Attorney Miller will get the paperwork started. Will the cul-de-sac be installed prior to the shutting down of Shady Lane? Most certainly.

Peterbilt truck update – ordered in 2022; delivery hopefully September 2023. We'll see.

Laborer/driver position is still open!

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

Rentzel Estate Final Subdivision Plan

Patti Fisher, James R. Holley and Associates, was present on this plan with Attorney John Garber (the Executor of the Rentzel will). This subdivision is proposed to satisfy the conditions of the Estate.

Discussion was held on the easements required. Marie Rentzel would like the easements to continue until an undetermined time in the future (when she is no longer a resident there, she sells the property, or she passes away).

Waivers requested:

Section 208-46.B.2, Right-of-way along Board Road

Section 208-46.C.2, cul-de-sac on Steffie Drive

Section 208-47.A, Curbs (add six-month note)

Section 208-47.B, Sidewalks (add six-month note)

Section 208-49.B.1.a, rec fees

Open items: Preparation of deeds of transfer and confirmatory deeds and approval by MPL law firm. Also open, utility ROW.

It was noted that the standard six-month note be included on the plan for the curbs and sidewalks rather than a total waiver. Will do.

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to approve the waivers as requested above AND to approve the Rentzel Estate Final Subdivision plan, subject to the satisfactory resolution of the preparation of conveyance deeds and confirmatory deeds with approval by MPL law firm; AND the Utility Easement Agreement. All members voted aye; motion carried.**

#### **4044 (4040) North George Street Extended Final Subdivision**

Terri Delo, Integrated Development Partners, LLC, was present on this plan. From the action report, open items: driveway maintenance agreement, confirmatory deeds for Lots 1 and 2, and the address of the project.

Waivers requested: 208-21.A, preliminary plan; 208-47.A & B, curbs and sidewalks deferred to land development plan (six-month note); 208-49.B, recreation fees/land deferred to the land development plan; 208-61.A, monuments deferred to land development plan.

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to approve the waivers for the following Sections: 208-21.A, preliminary plan; 208-47, curbs (add six-month note); 208-47.B, sidewalks (add six-month note); 208-49.B, rec fees deferred to the land development plan; and 208-61.A monuments deferred to the land development plan. All members voted aye; motion carried.**

**Motion by Vice Chairman Naylor, second by Supervisor Albright, to approve the Final Subdivision plan for 4044 (4040) North George Street Extended, subject to the satisfactory resolution of the driveway maintenance agreement, confirmatory deeds, and the street address changed from 4044 to 4040. All members voted aye; motion carried.**

### **Supervisor's comments**

*Vice Chairman David L. Naylor* – nothing at this time.

*Supervisor Darryl Albright* – attended the PSATs conference in April. Public works week is celebrated at the end of May; Mr. Albright proposes to recognize the public works people with a cookout on May 26.

*Chairman Steven H. Gross, Jr.* – **Motion by Supervisor Gross, second by Supervisor Albright, to amend the agenda to include donations to Emergency Services to make disbursements of 100K to each fire department.** After discussion, never mind; *Motion withdrawn.* Put this on the agenda for June's meeting. Vice Chairman Naylor clarified that this is a donation, not a budgeted amount.

Also, regarding the mowing of industrial lots – do those lots need to be mowed quite as often? Yes, because of the noxious weed issue, so that those weeds/seeds don't encroach or blow into the farmers' fields and cause havoc.

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

**Motion by Supervisor Albright, second by Chairman Gross, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 9:32 p.m.

Respectfully submitted,

Kristie Masemer  
Secretary/Treasurer/Manager

Julie B. Maher,  
Recording Secretary

## **Supplement to May 9, 2023 Board of Supervisor Minutes**

### **WellSpan EMS Meeting**

**May 9, 2023 at 8:30 AM**

Attendees: Vice-Chairman Dave Naylor, Township Manager Kristie Masemer, and WellSpan EMS Chief Chad Deardorff

- **Northeastern EMS had previously strived to provide 24/7 Paramedic Ambulance service, can we expect the same from WellSpan?**

Answer: Yes. It should be a non-issue as they are fully staffed and scheduled 6 weeks out. They can offer more money, health benefits, training benefits, and flexibility because being a large corporation allows them to in comparison to the small companies. In the extremely rare instance of this occurring, like all the other companies, 911 would contact the next closest truck.

- **What happens when WellSpan is unable to provide that level of care?**

Answer: Rare to occur, but if it does, leadership fills shifts, and they extend out to all staff in other locations. They offer overtime and bonuses to ensure all shifts are staffed. The only day they weren't in service was May 1<sup>st</sup> because they only had a month to get situated and didn't have the staff ready.

- **What happens when WellSpan is unable to staff the service at any level for any given period?**

Answer: See above answer. That is NOT their intent but have a plan. WellSpan's priority is their 911 trucks, and their moto is patient care begins when the ambulance arrives.

- **What determinant or rational is used in placing this unit (Northeastern) out of service versus another unit within your system? What is the priority level of the Northeastern Truck?**

Answer: Very rare for a Northeastern truck to be pulled because they will start with their western units. If he must put a number on it, like 4<sup>th</sup> in line and to be honest, we jumped around so much that he may have said this in connection with the next question.

- **How often will this unit be taken out of service for transports not related to 911 service?**

Answer: Rare due to being contracted out.

- **What provisions are being made for the subscribers (current and Life membership) to Northeastern EMS? Will there be a subscription service moving forward?**

Answer: Yes. Offers more tiers than Northeastern offered. He wasn't sure what Northeastern prices were but gave us what WellSpan's are. He will need to look into and research the life membership. He was unaware of that.

- **Prices?**

Answer: 3 business packages based on number of employees.

Single: \$50; Couple: \$65; Family: \$80; Senior (60+) Single: \$40; Senior (60+) Couple: \$55

- **If there is a subscription service, what timeline can our residents expect?**

Answer: Extended the current Northeastern memberships until July 31<sup>st</sup>. Membership notices should be out in June.

- **When will there be a letter sent to EVERYONE?**

Answer: Just approved the draft of the mailer. May be a few more weeks.

- **Reports**

Answer: He is willing to do reports. We told him to sink up with Chief Stevens to go over expectations, due day, and a month behind that the BOS approved.

- **Representative at meetings?**

Answer: Yes, they are very community oriented and want to attend meetings. They would only send management. Unable to attend tonight for previous commitment. He was asked to let Twp Manager know if he was unable to attend a BOS meeting.

- **Additionally**

0 volunteers. Retained approximately 70% of Northeasten staff. Was offered to everyone. ALS/IALS certified staff. Currently cleaning and painting the station. Apologizes for the previous bad blood and that was higher up decision making. They want to be as transparent as possible. They want communication. Please let them know of any problems ASAP because they want to take care of things sooner than later.

We suggested contacting the Lions Club for events because WellSpan likes attending events due to being community oriented; includes the 90<sup>th</sup> birthday celebration, Halloween Parade, and other misc events such as Touch-A-Truck and Police events.

Respectfully Submitted,

Kristie M. Masemer

Township Manager