

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**

**Special Road Meeting**  
**December 13, 2023**

Present: Chairman David L. Naylor, Vice-Chairman Darryl L. Albright, Supervisor Dean E. Kohr; and Public Works Director Shane Haugh. 0 Citizens.

At a special meeting starting at the Township Office to perform a road survey with staff within the Township and to dispense of all formalities, Chairman Naylor. called the meeting to order at 8:05 a.m.

*Approve/Amend This Agenda*

**Motion by Chairman Naylor, second by Vice Chairman Albright, to approve the agenda and to review all Township roads. All members voted aye; motion carried.**

*Discussion of 2024 Roadway Repairs and Ride-Along with Public Works Director*

The public works director and the three board members met to do their annual roads inspection of the township. This is typically done once a year to inspect the roads and discuss upcoming projects, however, this is being accomplished sooner to adequately prepare for 2024's liquid fuels budget and projects.

The following were reviewed and discussed; almost all roads on the west side of the Township were inspected. Three roads and three housing developments were discussed for micro surface overlay. Two roads were discussed for possible paving for the 2024-year, Bartlett Dr., and Espresso Way. Willow Springs Ln. was also discussed for future paving. Toured area 2 sewer project roads and Dauberton playground.

After the township roads were reviewed Mr. Haugh and the three Board members toured local businesses and upcoming building sites. This included businesses within the industrial park and locations of upcoming buildings such as Hillwood's properties, Kinsley Phase 2 properties, and the Maple Press property. Additionally, the board and Mr. Haugh toured the new Conewago Township meeting room and building.

**Motion by Chairman Naylor, second by Supervisor Kohr, to amend the agenda to include 'Resolution 2023-14 Transfer of Unencumbered Funds.' All members voted aye; motion carried.**

*Resolution 2023-14 Transfer of Unencumbered Funds*

H&M CPAs were at the Township conducting preliminary review for the 2023 Township Audit today. During the review, the auditors are requiring taking the donation funds that were given to Union Fire Company for the purchase of the abutting property from the contributions and grants line item instead of the General Government Capital Expense line item. This will make the contributions and grants line item become unfavorable; therefore, a transfer is necessary.

**Motion by Chairman Naylor, second by Vice Chairman Albright, to adopt Resolution 2023-14, transferring unencumbered money from one Township account to another as follows:**

**(a) \$ 191,000.00 from Account # 01.400.740 (General Government Capital Expense) to Account # 01.410.500 (Contributions and Grants).**

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

*Supervisor Comments*

Supervisor Kohr – None.

Vice Chairman Albright – None.

Chairman Naylor – None.

**Motion by Chairman Naylor, second by Supervisor Kohr, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 12:40 p.m.

Respectfully submitted,

Shane Haugh  
Public Works Director  
AND  
Kristie M. Masemer  
Township Manager/Secretary/Treasurer