

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**  
**March 27, 2024**

Present: Chairman David L. Naylor, Vice Chairman Darryl L. Albright, and Supervisor Dean E. Kohr; Attorney Andrew Miller; and 3 citizens.

At a regular meeting held at the Township building, Chairman Naylor called the meeting to order at 6:02 p.m and announced the meeting is being recorded for the secretary to take minutes later since she is not present.

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

**Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve the agenda as presented. All members voted aye; motion carried.**

Chairman Naylor disclosed that since the meeting of February 13, 2024, the Board neither met nor conducted any business.

**Public Comments**

John Owad, resides on Wago Road, asked the board to consider closing Gut Road and installing a park because of all the trash that gets dumped there. The board agrees that there is a significant amount of traffic and fisherman that use the Gut. Maybe use cameras to catch the dumpers or to use them for traffic counts. The board will ponder the request and review with the Public Works Director.

**Engineer Recommendation**

*Gingerich LD Plan for the location of 170 Beshore School Rd – Surety Reduction Request:* Neil Gingerich was present. Discussion regarding the past violations and the current open items from the last inspection by the Township Manager. The board stated that Mr. Gingerich should use a better practice of asking the township staff if permits/approvals are needed, etc. prior to installing new structures or operating new business uses. The property does look significantly better. **Motion by Chairman Naylor, second by Supervisor Kohr, to approve the surety reduction request by Gingerich Excavating (170 Beshore School Rd LD Plan) in the amount of \$207,312.82, leaving a remaining balance of \$3,520.00. All members voted aye; motion carried.**

**Solicitor's Comments** – Attorney Andrew Miller  
None at this time.

**Public Works Director**

*EMT PH II Building Project* – The following items were not originally accounted for in the Lobar Contract. If the Township takes on the below items, we will have to bid for the projects separately.

*Change Order Request #1 in the amount of \$51,155.11 – LED Sign:* **Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve Change Order Request No. 1 as presented. All members voted aye; motion carried.**

*Change Order Request #2 in the amount of \$39,050.00 – Garage Doors:* The doors appear to be insulated and therefore it makes logistical sense to install these doors for energy bill purposes. **Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve Change Order Request No. 2 as presented. All members voted aye; motion carried.**

Chairman Naylor requests Vice Chairman Albright to bring these change orders to the next advertised

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meeting to report on for transparency to the public since not many were in attendance.

### **Secretary/Treasurer/Manager's Report**

*Appoint Katie Snyder the Zoning and Code Enforcement Officer with the starting salary of \$47,000. Her start date is April 22, 2024. The board will appoint her at the May Board meeting, which is her first meeting.*

### **Supervisor's comments**

*Supervisor Dean Kohr – Nothing at this time.*

*Vice Chairman Darryl Albright – Asking the board to consider allowing E-paying of preapproved recurring/time sensitive/utility bills to prevent late penalties. Staff check with the auditor and continue to report monthly to the Board expenditures. Attorney Miller recommends a bill payment resolution. **Motion by Chairman Naylor, second by Vice Chairman Albright, to authorize Attorney Miller to draft a resolution regarding bill payment. All members voted aye; motion carried.***

*Additionally, Attorney Miller should draft or investigate an ordinance for public meeting “rules” and include streaming regulations. Lastly, he and Shane will meet with Mayor Goodling of Manchester Borough for open dialogue and discussion regarding Manchester Street paving after Area 2 Sewer installation.*

*Chairman David L. Naylor – It's time to begin looking at scanning of hard files to scale down cabinets. Supervisor Kohr will investigate PSATS for possible options. Additionally, Chairman Naylor received a phone call from a borough resident/acquaintance regarding sewage coming up through a pipe within their basement and that there were no immediate contacts for the sewer authority on their automative message except to call 911. York County 911 referred this resident to contact a plumber and dispatched the Fire Department when this resident specifically asked them to not send the fire department. Chairman Naylor is worried that this will adversely affect the community (the boroughs and township) by taking fire resources to incidents where they are not necessary which could tie them up during a more serious emergency event. He will get with the Fire Chief to discuss solutions.*

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

**Motion by Chairman Naylor, second by Vice Chairman Albright, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 7:24 p.m.

Respectfully submitted and transcribed by,

Kristie Masemer  
Secretary/Treasurer/Manager