EAST MANCHESTER TOWNSHIP
Board of Supervisors
March 12, 2024

Present: Chairman David L. Naylor, Vice Chairman Darryl L. Albright, and Supervisor Dean E. Kohr; Attorney Andrew Miller; Public Works Director Shane Haugh; Engineer Byron Trout; Recording Secretary, and 13 citizens.

At a regular meeting held at the Township building, Chairman Naylor called the meeting to order at 6:00 p.m.

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.

Correction to the minutes of February 13, 2024: page 1, under Emergency Services Report, it should be Northeastern York County Emergency Management Agency (not ~~Northern~~).
Motion by Chairman Naylor, second by Supervisor Kohr, to approve the minutes of the meeting of February 13, 2024, as amended above. All members voted aye; motion carried.

Public Comments

Mike Grothouse, 1215 Canal Road Extended, complained about the noise from DHL yet again. Today, there were 4 trucks on the side facing his house, with 12 reefer units as well. There were plenty of spaces on the other side of the building, where those trucks are supposed to be parked.

Bob Nace read from the ordinance Section 208-44.B, swales -- there's a house/swale being constructed in Rentzel Heights, and the swale is to end in a rain garden. Mr. Nace suggests adding more language to the ordinance governing 'random' houses/swales being built to comply. Perhaps the Township should take a look back there. Mr. Trout, Mr. Naylor, and Mr. Nace can get together and discuss this situation.

Rene Henry relayed that four pins were placed in the area; what are they marking? Mr. Trout explained that's the dedicated ROW. She wants to know where the PennDOT land is 'that the township took from' her. Mr. Trout's company can look into this. Apparently, the pins were removed and not re-set by the veteran's group, as they should have been. Discussion was held on who owns the ROW in this area. Per Attorney Miller, whatever ROW was there before the project started, it's still there now, since PennDOT hasn't vacated that part of the road. Apparently, the pin that is there now is several feet back from where the ROW is. Mr. Trout knows just what Mrs. Henry wants. **Motion by Chairman Naylor, second by Vice Chairman Albright, to authorize Gordon L. Brown's office to do the work that's needed in this situation and bill Canal Road Betterment Escrow. All members voted aye; motion carried.**

How about the sidewalk? Does she need to pay for it? No, it would likely get developed with the next owner. Mr. Haugh noted that the road crew is going remove the cracked parts of the road and replace that section. They'll not be touching the bank. Can he place another "No Trucks" sign? Sure, he'll put another sign up across the road. How about the truckers using their jake brakes, especially through the night? Can't enforce this, as there's no ordinance in place. The Board will consider this.

Chairman Naylor noted that this Board and staff have bent over backwards to help Mrs. Henry all

along this process. She still wants a legal ROW to access her land, and she appreciates the efforts on her behalf.

Emergency Services Report

Fire Chief's Report – busy, costly year so far. Shrimp feed this Sunday, already sold out. Are the billings for false automatic alarms covering the cost of putting the equipment and personnel onsite? Maybe. Does the amount need to be raised? Chief Stevens noted that when the fire company does its own billing for these incidents, 100% of the funds go to the fire company.

Mark discussed Act 172 -- they like Shrewsbury Township ordinance but not the resolution. They like the County's resolution. The department will present a formal document in April.

York County Regional Police Report – Chairman Naylor gave the report. Always trying to add officers to the department. Annual report is on the police website. Deputy Chief Rizzo joined the meeting at this point and answered a question by Supervisor Kohr on part of the report.

Northeastern York County Emergency Management Agency – committee has been formed; it will be meeting quarterly. There will be some equipment purchases to replace obsolete equipment.

Nothing to add to the ambulance services report.

Special Requests

Len Bradley was present to convey the proposal for a Hollyhock block party to erect temporary barricades on the 400 block of Hollyhock Drive on Saturday, May 18, 3 to 10 p.m. All neighbors (except one who lives out of the country) have approved of the proposal. Police department is on board, as well and the applicant will follow the procedures listed by the Township Block Party Form. **Motion by Chairman Naylor, second by Vice Chairman Albright, to approve the proposal as presented. All members voted aye; motion carried.**

2024 York County Envirothon donation request – There are 90 Northeastern students who are participating in this event! **Motion by Vice Chairman Albright, second by Supervisor Kohr, to donate $500 to the York County Envirothon for 2024. All members voted aye; motion carried.**

Correspondence

Nothing at this time.

Solicitor's report – Attorney Andrew Miller

- Township building Phase II construction financing – Eckert Seamans Attorney at Law – Jens Damgaard, Esquire, bond counsel for municipalities for building projects, was present to discuss financing of the project. Per Chairman Naylor, we have the funds available to pay for the renovations, however it would deplete the Township's savings accounts. It would be prudent to hold some funds in case of an emergency. Therefore, the Township is considering financing part of the project. Attorney Damgaard presented forms to request quotes from various financial institutions. The Board needs to decide on the amounts to be borrowed. These requests would be issued as soon as possible so that proposals can be available for the Board's April meeting. It was noted that there's no obligation to accept the lowest bidder in this case. Funds would be available in May, provided the Board acts in April. Until December 1, 2024, under the proposed scenario, payments would be interest only. Regular payments would start in January 2025. No penalty for early payoff. It's important for the Board members for the Township to live within its means without counting on any windfall income amounts. Discussion was held on the amount to borrow. How long? Five to seven years? How about seven years and pay it off as quickly as possible? **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize the advertisement of**

an ordinance for adoption /review at the April meeting to include a loan proposal of borrowing $1.5M maximum, for a term of a full seven (7) years, plus the time frame of the interest only payments. All members voted aye; motion carried. Send proposals to Truist, Orrstown, and Fulton Banks.

- If the Board is interested in adopting an ordinance governing the use of jake brakes, such an ordinance sample exists (Carroll Township), and Attorney Miller can prepare the documents for the April meeting. It was noted that this is very difficult to enforce. Is this going to be worth it? Do we at least need to try? Should we just post a sign (even though there's no ordinance to back it up)? Attorney Miller should present some samples in April, focusing on the roads on which a traffic study has been performed. Can we post signs on state roads without a traffic study? Attorney Miller cautioned against just putting up signs without doing a traffic study.
- Update on tax assessment appeal board – still a work in progress.

Engineer's report – Byron Trout

Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve the surety reduction request by Triple Crown Corporation for Rentzel Heights (Rolling Meadows; Rentzel Mitzel Waltersdorff) in the amount of $25,520.00, leaving a remaining balance of $50,565.62. All members voted aye; motion carried.

MS4 Pollution Reduction Plan update – Mr. Trout received confirmation of receipt of the plan by DEP and the EPA. No comments on the plan to this point.

Secretary/Treasurer/Manager's report

Sewer Authority – Supervisor Kohr reported that the Sewer Authority was not successful in obtaining grant funding. They will apply for another grant later this year/early next year. Working on Area 2.

Zoning Officer – full-time Zoning Officer position open/available. Interviews are being conducted.

Assistant Zoning and Codes Officer report -- nothing discussed.

No March meetings for either the Zoning Hearing Board or the Planning Commission.

Recreation Board – nothing to report.

A request has been received to include land in the Agricultural Security Area for property at 1005 Jerusalem School Road, Mt. Wolf. Per Attorney Miller, if no action is taken within 180 days of the application, it is deemed approved. After that, the attorney prepares a Resolution for adoption. The Board opted to take no action to let the time run out and the application be approved.

Public Works Report – Shane Haugh

Cleveland Brothers CAT quote for skid loader with attachments at $106,000.00. **Motion by Vice Chairman Albright, second by Supervisor Kohr, to authorize the purchase of the skid loader with the attachments, using budgeted funds of $106,000 (no grant funds), line item 01.430.700. All members voted aye; motion carried.**

Motion by Chairman Naylor, second by Supervisor Kohr, to award all bids as follows:

Asphalt – York Material Group, FOB total $370,425.00; DEL total $415,353.00.

Equipment rental – Emory J. Peters Excavating – paver, $6,200; 10-ton tandem roller, $3,920; Foreman, $2,920; Laborer $2,840; 3–5-ton tandem roller $3,520; Hi-Lift 2.5 CY track hoe $5,880 (40 hours each total), for a total of $25,280.

And Stewart and Tate 25,000 lb. track hoe $8,600 and road widener $10,000 (40 hours each total) for a total of $18,600.

Line painting – Alpha Space Control Co., Inc. total $19,175.

Mowing – McCabe's Lawn and Landscape, total $18,875.

Micro surface -- Stewart and Tate total $252,250.
Stone – York Building Products, FOB total $102,247.50, and DEL $149,475.

All members voted aye; motion carried.

Motion by Supervisor Kohr, second by Vice Chairman Albright, to award the following:

Espresso Way paving project -- Kinsley Construction, LLC, total $133,905, using General Funds, line item number 01.438.000, Highway Maintenance AND Bartlett Drive paving project – Kinsley Construction, LLC, total $111,000, using liquid fuels funds, 35.439.000. Two members voted aye; *Chairman Naylor opposed.* Motion carried.

Update on the building project; footers started today; rest of the building was completely gutted.

Land Development/Subdivision –

Nothing at this time.

Supervisor's comments

Supervisor Dean Kohr – Nothing at this time.

Vice Chairman Darryl Albright – made some calls regarding large item pickups – 800 number to be posted on the Township website to call and notify the Republic Services of a large item to be picked up. The new emergency management coordinator's website is quite lengthy – if that can be shortened, it would be great.

Chairman David L. Naylor – please post a building update on the Township website – good idea, will do.

Motion by Chairman Naylor , second by Supervisor Kohr, 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 7:54 p.m.

Respectfully submitted,

Kristie Masemer
Secretary/Treasurer/Manager

Shane Haugh
Public Works Director

Julie B. Maher,
Recording Secretary