

EAST MANCHESTER TOWNSHIP
Board of Supervisors
June 11, 2024

Present: Chairman David L. Naylor, Vice Chairman Darryl L. Albright, and Supervisor Dean E. Kohr; Attorney Tom Lang; Public Works Director Shane Haugh; Engineer Byron Trout; Zoning Officer Katie Snyder; Recording Secretary, and nine 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 Supervisor Kohr, second by Vice Chairman Albright, to approve the Agenda as presented. All members voted aye; motion carried.

Chairman Naylor disclosed that since the meeting of May 14, 2024, the Board did not meet or conduct any business.

Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve the minutes of the meeting of May 14, 2024. All members voted aye; motion carried.

Public Comments

Nothing at this time.

Emergency Services Report

Fire Chief's Report – Chief Stevens noted that he did receive the other reports as requested. Of note, there was a dispatch to Hartford County, Maryland, for severe weather – several inches of rain in a short period of time. No insurance problem with traveling to another state. The ambulance representative had nothing to add to his report.

York County Regional Police Report – nothing to report. Next meeting Thursday, June 13.

Northeastern York County Emergency Management Agency – nothing discussed.

Special Requests

John Woodward, Manager of Brickyard Industrial Park Association, request for time and repair updates. Mr. Woodward was present and showed photos of the repairs that need to be done. He's getting estimates from other companies and has requested that information by June 20. Two contractors have been tapped for estimates: Musser from Lititz; and Shiloh Paving. H & H didn't come to the meeting to look at the site. Mr. Trout suggested Livingston as well. Mr. Woodward will call him. He's requesting an extension of time within which to accomplish the necessary repairs. He admitted that there's no excuse for why this repair hasn't been done in the last two years. Request for extension of time: 60 days ideally, as this project is weather-dependent. What if the Township denies the request? Attorney Lang said that the Township might effect the repairs and hold the applicant responsible for those costs. The current extension is good until June 14. Chairman Naylor is disappointed with this request, since it's already been so long. How about extending it until the August 13 Board meeting? Mr. Haugh asked if the contractors who are bidding gave any indication of a lead time? Not really. If the applicant attends the August meeting and the repairs aren't done, what then? **Motion by Vice Chairman Albright, second by Chairman Naylor, to require that this project be completed by the end of business on August 12, which will give the Township Engineer a day to inspect before the Board meeting that**

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evening; if not completed, the Township will assess a \$5K per day fine until it is completed. All members voted aye; motion carried.

Correspondence

Northeastern Senior Community Center sent a thank-you note for the \$10K donation.

YCPC field work data collection for stormwater facilities for mapping within East Manchester Township coming soon. Mr. Trout had no update on this item. It's possible that the YCPC will ask the Township for copies of the maps. Mr. Haugh added that this is notice to the public if people see workers with YCPC badges, it's legitimate.

Solicitor's report – Attorney Tom Lang

- Township building expansion loan paperwork to be signed.
- Volunteer service tax credit program – would the Board members like to make this effective from the beginning of 2024? Yes. There were some questions by Vice Chairman Albright on a couple of different situations. **Motion by Chairman Naylor, second by Vice Chairman Albright, to authorize the Solicitor to advertise this for adoption at the August 13 Board meeting. All members voted aye; motion carried.**
- Code amendments to be reviewed on June 26.
- Public Records Policy update – **Motion by Chairman Naylor, second by Vice Chairman Albright, to authorize the Solicitor to draft the updated policy to be ready for the July Board meeting. All members voted aye; motion carried.**

Engineer's report – Byron Trout

Mrs. Henry has requested some additional stakeout, but Mr. Trout feels like he shouldn't move forward with any of that work. He thinks that the Township has answered her questions. Chairman Naylor agrees that the Township has done all it can and should do. If Mrs. Henry wants further work to be done, she needs to come to a meeting and make a request.

5205 N. George St. Ext.: Developer agreed to contribute \$1,500 for some work. Mr. Trout will follow up.

146 Old School Lane, complaint about a pipe installed under a driveway/access point. Mr. Trout developed a letter that indicates that this is a civil issue that the Township isn't involved in.

MS4 Pollution Reduction Plan update – plan was approved; Mr. Trout's having trouble scheduling a meeting with DEP. Still working on this.

North Sherman Street Extended PennDOT update – nothing new to report. The ball is still in PennDOT's court.

Secretary/Treasurer/Manager's report –

Sewer Authority – nothing new to report.

Zoning Officer – Ms. Snyder reported that there will be no June meetings for either the Planning Commission or the Zoning Hearing Board.

Assistant Zoning and Codes Officer Report – No progress from the property management company has been made on the vibration/noise issue from the DHL site. The Codes Officer will continue to follow up.

Recreation Board – nothing to report at this time.

EMT 2023 financial audit – audit went well. Auditors had some concerns regarding developer funded road accounts held by a third party, which was new for staff to process, but it was corrected early in 2023 so all was good. The audit is for view on the website, at the front desk and has been duly advertised.

Motion by Chairman Naylor, second by Supervisor Kohr, to approve the 2023 Audit as presented. All members voted aye; motion carried.

Public Works Report – Shane Haugh

Crew started paving Blossom and Espresso today.

Last month, the request to purchase the street sweeper was met with the suggestion to investigate the possibility of leasing this equipment rather than purchasing it. Mr. Haugh and Supervisor Kohr worked together to develop a spreadsheet to compare the costs and options. Leasing would cost \$12,500/month, with a minimum of hours of use; then \$85 per hour over the minimum. Over the projected 20-year life of the machine, leasing with an operator would be \$604,583; \$335,879 with no operator. Mr. Haugh made a good case for owning and using the equipment rather than leasing it, including getting the equipment here on time when it is needed. He also mentioned that the leasing company is very backed up. Supervisor Kohr noted that this purchase cost does not include any maintenance. It makes sense to him to own the equipment to have the convenience of owning it and using it at any given hour during the day or night. Also noted is that this cost doesn't include the trade-in, which might be \$10-\$12K. Question from Herb Nix, how many hours per year were calculated? Maybe 150ish. Also, Mr. Nix asked about the value of money over the years. Is a long-term lease an option where the Township would have the equipment in its possession? Unknown. Chairman Naylor asked what's wrong with our current sweeper. Mr. Haugh reported that it's going downhill, it's requiring more and more maintenance, and sometimes parts are not available due to the age of the chassis and motor. Could we get a quote on just replacing the motor? Sure, but we'd have a better sweeper without the wear and tear on the rest of the equipment. Did we only get one quote? No, there are two or three others. How many hours do we sweep now, and if we get the new machine, would that number increase? Supervisor Kohr said that his calculations estimate 152 hours of usage of which 40 hours were related to storms, accidents, and other incidents; putting it at 60 hours would come to \$427K. Mr. Haugh thinks that's still a little shy of the actual number of hours it's used. Mr. Haugh noted that this wouldn't be for 2024 but for 2025's budget. The time frame for delivery is very nearly a year. How about if we order it and something catastrophic happens and we actually can't afford this? Mr. Haugh said the companies usually let the municipalities get out of the order, but there's no guarantee. Mr. Nix, with no disrespect, noted that it might be easy to spend other people's money, when it's not your own. Chairman Naylor wondered if there's some grant funding out there that we might be able to tap. **Motion by Vice Chairman Albright, second by Supervisor Kohr, to authorize the purchase of a street sweeper from Golden Equipment Co., Inc., at a cost of \$366,456.00 with funds being taken from the 2025 budget, (01.430.700, equipment) as long as the 'walkaway cost' is acceptable. Two members voted aye; Chairman Naylor opposed. Motion carried.**

EMT Phase II building project change orders – subcommittee recommended approval of all of the following change orders:

Motion by Chairman Naylor, second by Vice Chairman Albright, to approve Change Order #7, data equipment and cabling adder, \$26,260.37. All members voted aye; motion carried.

Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve Change Order #8, Comcast grounding requirements, \$1,209.00. All members voted aye; motion carried.

Motion by Supervisor Kohr, second by Chairman Naylor, to approve Change Order #9, option 2, AV closet cooling requirements, option 2, \$5,618.00. All members voted aye; motion carried.

Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve Change Order #11, added AV cabling and rough-ins, \$24,948.00. All members voted aye; motion carried.

Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve Change Order

#12, furniture package SAVINGS, a *credit* of \$37,132.25. All members voted aye; motion carried.

Supervisor Kohr noted that the costs are still within the original proposed parameters.

Land Development/Subdivision –

None at this time.

Supervisor's comments

Supervisor Dean Kohr – Going forward we will be looking into digitizing our files to preserve and save space for future needs

Vice Chairman Darryl Albright – nothing at this time.

Chairman David L. Naylor – UNFI ribbon cutting ceremony tomorrow morning. Chairman Naylor feels that PSATS is again trying to push some unfunded mandates. Also, PennDOT will not permit tractor trailers to go north but they are encouraging them to go south. He will be trying to resolve this issue.

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

Motion by Chairman Naylor, second by Supervisor Kohr, to adjourn. All members voted aye; motion carried. The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Kristie Masemer
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary