

# MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

June 12, 2018

## MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting in the public meeting room of the Manchester Township Municipal Services Complex, 3200 Farmtrail Road, York, Pennsylvania, 17406 on Tuesday, June 12, 2018, which was called to order at 7:00 p.m. by Chairperson Wingert.

## PARTIES PRESENT

Lisa D. Wingert, Chairperson  
Rodney K. Brandstedter, Vice-Chair  
David Brosend, Supervisor  
Beth Brennan, Supervisor  
John W. Inch, Jr., Supervisor

Timothy R. James, Manager/Secretary  
Debra K. McCune, Assistant Secretary  
Lawrence V. Young, Solicitor  
B.J. Treglia, P.E., C.S. Davidson, Inc.  
Daniel Hoff, YAUFRR Fire Chief

## PUBLIC COMMENT

Chairperson Wingert called the regularly scheduled supervisors meeting to order and invited the public to ask questions or offer comments about any item on the agenda as the board considers each item. She advised that the board would recognize the public at the conclusion of agenda items for any questions or concerns about non-agenda items.

## APPROVAL OF MINUTES

Mr. Brandstedter made a motion, seconded by Ms. Brennan, to approve the meeting minutes of the May 8, 2018 meeting as submitted.

Motion carried. Ayes-4 Nays-0 (Brosend abstained).

## UNFINISHED BUSINESS

### Ridings Development Stormwater Facility

As summarized in item #2 of the manager's report, Mr. James reported distributing letters to residents in Phases 3, 4 and 5 of the Ridings Development regarding the need to establish stormwater facility maintenance responsibilities for facility on Hambiltonian Way. Solicitor Young explained the adoption of Ordinance #2016-05 established the process for maintenance for facilities that are not properly maintained. The board would await a response from the homeowners by March 15, 2018 on the interest on forming a maintenance group. After a lengthy discussion, the board by consensus directed Solicitor Young and the staff to work with the "soft" version of the draft letters and invoices to the 80 affected residents near the end of the mowing season.

### DEP Consent Order and Agreement/Interceptor Project

As summarized in item #3 of the manager's report, Mr. James reported that the executed Consent Order and Agreement, approved by the board on January 2, 2018,

and \$1,000 fine relative to the April 2014 bypass pumping activities, was received by Pennsylvania Department of Environmental Protection (DEP) on January 22, 2018. Engineer Treglia reported that the municipal authority has authorized the project to be advertised for bid on March 10, 2018, with bid opening occurring on April 6, 2018. Mr. Treglia reported that an update to the Corrective Action Plan to include the contract schedule has been completed and approved by the board in March. Engineer Treglia updated the board on the costs associated with the York City project and the township obligations. Mr. James requested guidance from the board for the funding of the interceptor project. Solicitor Young and Mr. Treglia provided an explanation of the process of the development of a cost obligation for (\$1,985,455, plus contingency and engineering costs) Manchester Township in association with the York City Interceptor project.

Mr. Brandstedter made a motion, seconded by Mr. Brosend, to authorize the Chairperson or Vice-Chairperson to execute the escrow and payment agreement between Manchester Township and the York City Sewer Authority relative to the interceptor project for 2018-2019.

Motion carried. Ayes-5 Nays-0.

#### **York City Sewer – Intermunicipal Agreement**

As summarized in item #4 of the manager's report, Solicitor Young and Mr. James reported that there has been no further action regarding the York City Sewer – Intermunicipal Agreement since the last board of supervisors meeting.

#### **2019-2023 Trash/Recycling Contract**

As summarized in item #5 of the manager's report and as a follow-up to the May 8, 2018 board action to authorize the Solicitor and staff to prepare trash/recycling bid specifications for the 2019-2023 trash/recycling contract, after a lengthy discussion, the board chose to continue discussions on the trash specifications at the July 10, 2018 meeting.

#### **NEW BUSINESS**

##### **Industrial Services and Installation, Inc. – Final Land Development Plan (#2018-05)**

Mr. James reported the Industrial Services and Installation, Inc. – Final Land Development Plan (#2018-05) was tabled to a future meeting.

#### **Annual MS4 Presentation**

Engineer Treglia reported that as a follow-up to the action taken at the February 11, 2003 meeting to authorize the filing of a Notice of Intent (NOI) with the Pennsylvania Department of Environmental Protection (DEP) as the first step in coming into compliance with the federal NPDES Phase II storm water conveyance system regulations, the "Municipal Separate Storm Water and Sewer System" (MS4) program regulations require that an annual report be submitted to DEP by the end of July of each year. He advised that the regulations also require that prior to the submission of the

annual report, a discussion about the report be listed as an agenda item for a public meeting of the municipality. He reported that his firm, with assistance from Zoning/Planning Officer Olewiler, had been working to prepare the 2017 annual report. Mr. Treglia distributed a summary sheet with his engineer's report that included the items that had been accomplished during the 2017-2018 reporting period. Mr. Treglia reported the renewed general permit took effect on May 1, 2013 and will expire on April 30, 2018. Mr. Treglia also reported on the DEP's MS4 program update and the major cost and personnel efforts associated with the updated program, which are scheduled to be implemented in the fall of 2018. Mr. Treglia reviewed the six (6) point action plan contained in the NOI to be implemented within five (5) years, included the following:

- a) Public Education & Outreach – Distributed flyers, newsletter articles, public service announcements. Each quarterly newsletter since April 2003 has contained some information about the MS4 program, with a DEP-supplied information sheet having been included into the township newsletter. Additionally, on September 8, 2008, the board of supervisors approved an updated Memorandum of Understanding with the Watershed Alliance of York (WAY) to assist with public education. Also reported about the public works department project, using staff and volunteers, installed over 1,000 plaques that have been purchased to affix to storm water inlets and street inlets throughout the township for public education.
- b) Public Participation/Involvement – Engaged volunteer groups such as WAY to assist in monitoring the storm sewer system. Reviewed the status of Act 167 watershed studies for the branches of the Codorus Creek and Little Conewago Creek that affect Manchester Township.
- c) Illicit Discharge Detection & Elimination – Completed the project to create a comprehensive map of the storm sewer system and establish a systematic inspection schedule. C.S. Davidson, Inc., with assistance from public works employees, identified the storm water “outfall” locations.
- d) Construction Site Runoff Control – Require that an erosion control plan be submitted and reviewed by an appropriate agency for disturbances of areas over 5,000 square feet. This requirement has been met by the board's November 9, 2010 approval of the updated Memo of Understanding (MOU) with the York County Conservation District.
- e) Post Construction Runoff Control – Establish Best Management Practices (BMP) for the ongoing maintenance of storm water management facilities including the adoption of a revised storm water management ordinance. Completed a catalog of existing storm water management basins. Established a “Municipal Storm Water Maintenance Fund” to cover costs of biennial inspections of storm water management facilities by the township engineer.
- f) Pollution Prevention/Good Housekeeping – Develop a plan for municipal properties and techniques to assure that the township, itself, is not introducing pollutants into the storm sewer systems. Discussions have been held with Public Works Superintendent Goodyear about developing the required plan.

**Cable Franchise Agreement Renewal**

As summarized in item #7 of the manager's report, Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize the participation with the York County Municipal Administrators Association relative to the contracting of the Cohen Law Group for the negotiation of the renewal of the Comcast cable franchise agreement.

Motion carried. Ayes-5 Nays-0.

**Road Closure Request**

As summarized in item #8 of the manager's report, Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize the closure of Brandywine Lane/Kayla Boulevard on Saturday, October 27, 2018 from 8:15-10:30 am, for a 5K road race sponsored by Joyful Noise Preschool/Zion Lutheran Church.

Motion carried. Ayes-5 Nays-0.

**Block Party Request**

As summarized in item #9 of the manager's report, Mr. Brosend made a motion, seconded by Mr. Inch, to authorize the temporary closing of a section of the 3100 block of Sorrel Street on Saturday, July 14, 2018 (no rain date) from 2 pm to 11 pm to hold a neighborhood block party.

Motion carried. Ayes-5 Nays-0.

**RECOGNITION OF PUBLIC PRESENT**

In accordance with Act 93 of 1998 (Sunshine Law), Ms. Wingert recognized any members of the audience who wished to address the board.

Steve Milwicz, 2908 Balsa Street, was present to express concern with the "oil and chip" street improvement application on Bitternut Boulevard.

**MANAGER'S REPORT -**

- Item #10 - Solicitor Young reported on the ongoing discussions relative to the misappropriation of DUI payments from the York County Clerk of Courts.
- Item #11 - Mr. James reported on a request for supervisor's participation with the August 18, 2018 Alert Fire Company sponsored parade.
- Item #16 - Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize Toronita Street Bridge project Change Order #1, for a time extension due to a delay in utility company preparations in advance of the start of the project construction.

Motion carried. Ayes-5 Nays-0.

Item #18 - Mr. James and Mr. Treglia discussed the latest information relative to the county-wide Inflow and Infiltration (I&I) discussion group and distributed a draft ordinance for future comment and consideration.

Item #25 - Mr. James reported Public Works Foreperson Ted Heilman will be retiring on June 15, 2018 after 37 years of service to Manchester Township.

**EXECUTIVE SESSION – York County Clerk of Courts Legal Matter (8:28 – 8:42 pm)**

Ms. Wingert called an executive session for an update from Solicitor Young on the York County Clerk of Courts incorrect DUI fine disbursement legal matter.

**OTHER BUSINESS/REPORTS**

Mr. James reported the receipt of fire, police and engineer's monthly reports.

**APPROVAL OF VOUCHERS**

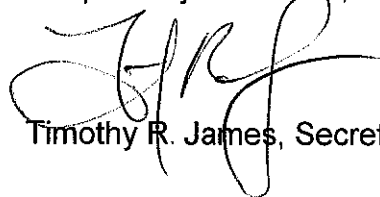
Mr. Brandstedter made a motion, seconded by Mr. Inch, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: May 9-22; and May 23-June 12, 2018.

Motion carried. Ayes-5 Nays-0.

**ADJOURNMENT**

Being no further business, Mr. Brandstedter made a motion to adjourn the meeting at 8:43 p.m.

Respectfully submitted,



Timothy R. James, Secretary

TRJ/jas

