

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

December 11, 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, December 11, 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
Margaret Driscoll, Solicitor
B.J. Treglia, P.E., C.S. Davidson, Inc.
Daniel Hoff, YAUFR Fire Chief

PUBLIC COMMENT

Chairperson Wingert 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

Ms. Brennan made a motion, seconded by Mr. Inch, to approve the meeting minutes of the November 13 and November 14, 2018 meetings as submitted.

Motion carried. Ayes-5 Nays-0.

UNFINISHED BUSINESS

Proposed Zoning Map Amendment – 750 Farmbrook Lane

As summarized in item #2 of the manager's report, Mr. James reminded the board that testimony from the public and developer was received and recorded at the November 14, 2018 hearing.

Mr. Brandstedter made a motion, seconded by Mr. Inch, to deny the request to amend the zoning map from Residential Low Density Open Space (RL) to Industrial (I) for property at 750 Farmbrook Lane.

Motion carried. Ayes-5 Nays-0.

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. The board provided guidance to the staff to continue to utilize existing sewer funds to pay the interceptor costs and provide financial updates to the board as the project continues. Mr. Treglia updated the board on the interceptor project.

York City Sewer – Intermunicipal Agreement

As summarized in item #4 of the manager's report, 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 Budget

As summarized in item #5 of the manager's report, Mr. James reported that the proposed 2019 budgets for all funds had been on public display since they were introduced at the November 13, 2018 meeting and a summary was advertised in the legal classified section of the York Newspapers on November 15, 2018.

Mr. James advised that the 2019 draft budget shows a total budget of \$15,224,410 or an increase of 5.75% from 2018. Mr. James reported that general fund budget total is \$11,766,720 or 5.4% increase from 2018. Mr. James also reported among the items that would have an impact on the 2019 General Fund budget are: a) new 2019-2023 trash/recycling contract including a \$329,370 (47.5%) increase from 2018; b) public safety increases; and c) sewer fund cost obligations. Mr. James reported that the proposed budget shows revenue increases in mercantile tax and real estate transfer fees. Mr. James reported the proposed budget maintains 2018 tax levels.

Mr. Brandstedter made a motion, seconded by Mr. Inch, to adopt Resolution #2018-17 that adopts the 2019 budgets and establishes a 2019 general fund real estate tax rate of one mill (1.00) of taxable assessed value, and all other tax rates and service fees as were introduced at the November 13, 2018 meeting and advertised on November 15, 2018.

Motion carried. Ayes-5 Nays-0.

NEW BUSINESS**Industrial Services & Installation – Final Land Development Plan (#2018-13)**

Trey Alrod of Gordon L. Brown & Associates, Inc. was present to present the final land development plan for a 20,000 square foot addition to an existing 12,493 square foot

building located on 7.152 acres located along the west side of the 3300 block of Connelly Road in an Industrial (I) zoning district. Mr. Alrod stated that proposed addition will allow for additional storage, as well as additional area for preparation of products to be shipped. The board requested a note be placed on the plan that states that if with a use change or at the request of the township, a sewage sampling manhole be installed with said addition.

Mr. Brandstedter made a motion, seconded by Mr. Inch, to approve the following waivers:

- W1) A waiver from Chapter 26, Part 1, Section 26-131.K, of the Manchester Township Stormwater Management Ordinance, for the requirement of stormwater management facilities meeting building setback requirements.

Motion carried. Ayes-5 Nays-0.

Mr. Brandstedter made a motion, seconded by Mr. Inch, to approve the proposed final land development plan, Industrial Services & Installation, Review #2018-13 subject to completion of open items.

Motion carried. Ayes-5 Nays-0.

CPA Appointment – 2018 Financial Statements

As summarized in item #7 of the manager's report, Ms. Brennan made a motion, seconded by Mr. Brandstedter, to appoint Kochenour, Earnest, Smyser and Burg, CPA to complete the township audit/financial statements for 2018.

Motion carried. Ayes-5 Nays-0.

Bid Authorization – 2019 Construction Materials/Equipment Rental

As summarized in item #8 of the manager's report, Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize the manager, engineer, and public works superintendent to prepare specifications using prevailing wage rates and advertise for bids for contracts for supplying construction materials and equipment rental for the period May 1, 2019 until April 30, 2020 with the bid opening by the staff to be scheduled prior to the regular April 9, 2019 board meeting.

Motion carried. Ayes-5 Nays-0.

Bid Authorization – 2019 Capital Projects

As summarized in item #9 of the manager's report, Ms. Brennan made a motion, seconded by Mr. Brandstedter, to authorize the manager, public works superintendent, and engineer to prepare the design, specifications, bidding documents and advertisements for capital projects which were included in the 2019 budget combined sewer operating; capital reserve and unreserved funds.

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.

MANAGER'S REPORT

Item #12 – Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize traffic engineer to develop plans and submit a TE-160 traffic signal permit to PennDOT for relocating the Left/Straight turn lane stop bar back (to the east) an appropriate distance to provide a wider truck turning radius and submit grants associated with the improvements.

Motion carried. Ayes-5 Nays-0.

Item #16 - Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize the chairperson or vice-chairperson to execute construction easement agreements with property owners associated with the Garrison Drive Storm Sewer Project.

Motion carried. Ayes-5 Nays-0.

Item #20 - Mr. James reviewed his attendance at the December 6, 2018 York Area Metropolitan Planning Organization meeting specific to the PennDOT Interstate 83 Exit 24-28 study.

Item #25 - By consensus the board authorized the advertisement of the board of supervisors' January 7, 2019 organizational meeting for 6:30 pm.

Item #28 - Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize the public works superintendent and/or traffic engineer to study traffic calming potential for Harvest Drive and Leaf Street as per traffic calming policy.

Motion carried. Ayes-5 Nays-0.

EXECUTIVE SESSION – Personnel (7:56 - 8:24 pm)

Ms. Wingert called for an executive session to discuss personnel matters.

OTHER BUSINESS/REPORTS

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

Per solicitor's guidance, Mr. Brandstedter made a motion, seconded by Mr. Inch, to authorize \$100 gift cards be purchased for each full-time township employee as a token of appreciation and authorize a bonus of \$7,500 to township manager to be paid within six (6) months.

Motion carried. Ayes-5 Nays-0.

APPROVAL OF VOUCHERS

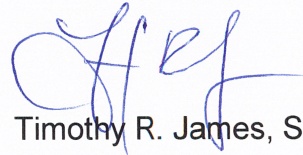
Mr. Brandstedter made a motion, seconded by Ms. Brennan, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: November 14 - 27; and November 28 – December 4, 2018.

Motion carried. Ayes-5 Nays-0.

ADJOURNMENT

Being no further business, Mr. Brandstedter made a motion to adjourn the meeting at 8:29 p.m.

Respectfully submitted,



Timothy R. James, Secretary

TRJ/jas

