

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

April 13, 2021

MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, April 13, 2021, which was called to order at 7:00 p.m. by Chairperson Wingert. Due to Governor Wolf's July 16, 2020 action to limited gatherings and distancing requirements associated with COVID-19 pandemic, the public meeting was held virtually.

PARTIES PRESENT

Lisa D. Wingert, Chairperson

Rodney K. Brandstedter, Vice-Chair

Beth Brennan, Supervisor

John W. Inch, Jr., Supervisor

Debra K. McCune, Supervisor

Timothy R. James, Manager/Secretary

Danelle L. Goodwin, Asst. Secretary

Lawrence V. Young, Solicitor

BJ Treglia, C.S. Davidson, Inc.

Daniel Hoff, YAUFIR 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 the agenda items for any questions or concerns about non-agenda items.

EXECUTIVE SESSION ANNOUNCEMENT

Mr. James announced that an executive session was held on April 6, 2021 to discuss negotiations associated with the pending sale of the York City Sewer System.

APPROVAL OF MINUTES

Ms. Brennan made a motion, seconded by Mr. Brandstedter, to approve the meeting minutes of the March 9, 2021 and March 22, 2021 meetings as submitted with typographical errors corrected.

Motion carried. Ayes-5 Nays-0.

UNFINISHED BUSINESS

York City Sewer – Intermunicipal Agreement

As summarized in item #2 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.

York City Sewer Treatment Plant

As summarized in item #3 of the manager's report, Mr. James provided a status report on the development of the City of York's process on the sale of the York City Sewer Treatment Plant and the City collection system. Mr. James stated the working group continues to prepare for PUC hearings and future discussions with PA American Water.

Mr. James also stated that the City of York received and accepted a high bid of \$235 million for the sale of the City Sewer System from PA American Water. Mr. James also reported that on April 6, 2021 City Council voted to finalize the Asset Purchase Agreement for the sale of the treatment plant and collection system. Mr. Brandstedter made a motion, seconded by Mr. Inch, to direct the staff and engineer to research and provide options for alternatives to change sewer flows from the York City System and release a press release reporting on Manchester Township's intentions.

Motion carried. Ayes-5 Nays-0.

Canal Road Betterment Project Developers Agreement

As summarized in item #4 of the manager's report, Mr. James and Solicitor Young reported the receipt of an October 7, 2020 updated draft developer's agreement but are awaiting comments from East Manchester and Conewago Townships.

Resolution #2021-13 – Financing/Refinancing – Post-Issuance Tax Compliance Procedures

As summarized in item #5 of the manager's report, Mr. James reported that the financing/refinancing for \$5,804,300 approved by the Board of Supervisors on March 9, 2021 and reconfirmed on March 22, 2021, was finalized on April 13, 2021. Mr. James reported a requirement to formalize a post-issuance tax compliance procedure. Mr. Brandstedter made a motion, seconded by Mr. Inch, to adopt Resolution #2021-13 establishing post-issuance tax compliance procedure responsibilities as required under federal tax law and establish township manager or his/her designee as Compliance Officer for said procedure.

Motion carried. Ayes-5 Nays-0.

Resolution #2021-14 – Amendment to Annual Banking Structure

As summarized in item #6 of the manager's report, Ms. McCune made a motion, seconded by Mr. Brandstedter, to amend Resolution #2021-02 to include Citizens and Northern Bank and Webster Public Finance Corporation to maintain sinking funds for the 2021 Series and 2021A Series Notes.

Motion carried. Ayes-5 Nays-0.

Ordinance #2021-03 - Crone Road – Vacation Notice

As summarized in item #7 of the manager's report, Solicitor Young reported the proposed ordinance to vacate a portion of Crone Road was advertised as required. Ms. Brennan made a motion, seconded by Ms. McCune, to adopt Ordinance #2021-03 vacating a portion of Crone Road relative to updated reverse subdivision.

Motion carried. Ayes-5 Nays-0.

Public Water Easement Request

As summarized in item #8 of the manager's report, Engineer Treglia and Solicitor Young provided background on an easement request from Jehovah Witness, 932 Church

Road, to access public water from Parkwood and Hummel Drive area through Cousler Park, due to current testing indicating bacteria in well. Solicitor Young reported that he is awaiting an executed agreement from the Jehovah Witness Brandywine Congregation before requesting Board of Supervisors consideration.

NEW BUSINESS

3620 & 3640 North George Street – Final Reverse Subdivision – Review #2020-12

Mr. James reported representatives with the final reverse subdivision at 3620 & 3640 North George Street (Review #2020-12) have requested the plan consideration be delayed until a future meeting.

2021-2022 Material/Equipment Rental Contracts

As summarized in item #10 of the manager's report, Engineer Treglia reported on April 5, 2021 material bids were opened via PennBid from seven (7) bidders for the 2021 construction materials/equipment rental contracts (May 1, 2021 - April 30, 2022). He reported that he had prepared a bid tabulation sheet, and an April 13, 2021 memo to the board that contained the recommendations about the bid award for crushed aggregate; bituminous concrete; equipment rental; and placement of bituminous concrete.

Mr. Brandstedter made a motion, seconded by Ms. Brennan, to award the following bids for the 2021 construction materials/equipment rental contracts, for the period May 1, 2021 - April 30, 2022, based on the recommendations contained in Engineer Treglia's April 5, 2021 memo:

Crushed Aggregate - Items A1-A11c (FOB Plant and FOB Job Site) – York Materials Group.

Superpave Bituminous Concrete - Items B1-B5b (FOB Plant and FOB Job Site) - York Materials Group.

Milling, Placement of Superpave Bituminous Concrete Material and Paving Fabric
- Items 1A-1K – E.K. Services, Inc.

Motion carried. Ayes-5 Nays-0.

Resolution #2021-15 – PennDOT Traffic Signal Maintenance Agreement – Busser/Emig Rds.

As summarized in item #11, Mr. Brandstedter made a motion, seconded by Ms. Brennan, to adopt Resolution #2021-15 approving the submission of TE-160 Forms and traffic signal maintenance agreement to PennDOT for intersections at Busser/Emig Roads; North George Street/Aberdeen Road; North George Street/Emig Road and various signage requirements in association with the Core5 Codorus Quarry Development.

Motion carried. Ayes-5 Nays-0.

Resolution #2021-16 – Municipal Records Disposal

As summarized in item #12 of the manager's report, Administrative Director Goodwin reported on the distribution of a memorandum and comprehensive list for the request to dispose of municipal records per the PA Record Retention Law. After a lengthy discussion regarding the need to maintain election certificates and employee W-2's electronically before disposal was held, Ms. McCune made a motion, seconded by Ms. Brennan, to authorize the disposal of municipal records as submitted by Ms. Goodwin, except for scanning election certificates and employee W-2's before disposal.

Motion carried. Ayes-3 Nays-2 (Wingert and Brandstedter opposed).

RECOGNITION OF PUBLIC PRESENT

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

EXECUTIVE SESSION

No executive session was held at this time.

MANAGER'S REPORT - UPDATE

- Item #13 - Mr. James reported the receipt of numerous speeding and truck complaints on Woodland View Drive. Mr. James reminded the Board of previous evaluation received from Traffic Engineer Henise that traffic calming options on Woodland View Drive would be increased speed enforcement and/or speed humps. After a lengthy conversation, the Board requested more detail on the speed hump installation, send letters to state legislatures on the need to increase fines for truck restriction violations and disseminate surveys to residents in the immediate area on their experience on Woodland View Drive.
- Item #14 - Mr. James and Solicitor Young provided general information on the American Rescue Plan Act of 2021, which Manchester Township is projected to receive \$1,843,690 in funding from the federal government. Mr. James stated more details are forthcoming on how the funding may be utilized.
- Item #15 - Mr. James reported of the receipt of \$29,052 in association with the recently updated 10-year cable franchise agreement.
- Item #17 - Mr. James reported of one (1) remaining property owner that did not pay the 2020 stormwater fee for the Ridings Development. Solicitor Young stated the property lien process has started.
- Item #21 - Mr. James reported on the change in the 2021 sanitary sewer projects by delaying the Pump Station #2 decommission and utilize 2021 funds for the sewer replacement project on Board Road due to recent notification from PennDOT that Board Road is scheduled for resurfacing in 2022.

Item #23 - Mr. James reported the 2020 ethics forms have been distributed for board and staff completion by May 1st.

Item #29 - Mr. James reported that the Pennsylvania State Association of Township Supervisors 2021 Annual Education Conference has been cancelled due to the current COVID-19 environment.

Item #33 - Ms. Brennan made a motion, seconded by Mr. Brandstedter, to authorize the following surplus items: 2001 International 4900 Dump Truck (\$12,750) and 1977 John Deere 301a Tractor (\$2,520) be sold to respective high bidders through the Municibid online auction.

Motion carried. Ayes-5 Nays-0.

Item #34 - Mr. Brandstedter made a motion, seconded by Ms. Brennan, to authorize the transfer of one (1) EDU of York City Wastewater Treatment Plant flow from Manchester Township to Clair and Millie Pfeiffer for property at 1300 Church Road.

Motion carried. Ayes-5 Nays-0.

OTHER BUSINESS/REPORTS

Mr. James reported the distribution of fire, police and engineer's monthly reports. In addition, Mr. James reported 2020 annual reports for zoning/planning and recreation were distributed.

Mr. James reported on a request by NorthPoint Development to meet with a member of the Board of Supervisors and Planning Commission to discuss township's concerns with a potential future development. Attorney Stacey MacNeal representing NorthPoint Development participated in the discussion and provided additional details. Mr. Brandstedter offered to be the Board of Supervisors representative.

Mr. James thanked Mr. Inch for his company's forthcoming landscaping improvement donation to the municipal complex.

The Board of Supervisors took action to set a public hearing for May 11, 2021 at 6:30 p.m. for the rezoning petition request relative to the west side of the 2200 block of Susquehanna Trail.

APPROVAL OF VOUCHERS

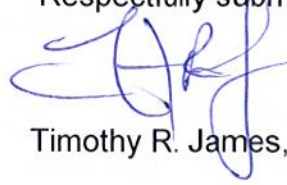
Mr. Brandstedter made a motion, seconded by Ms. Brennan, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: March 10 – March 23; and March 24 – April 13, 2021.

Motion carried. Ayes-5 Nays-0.

ADJOURNMENT

Being no further business, Mr. Brandstedter made a motion to adjourn the meeting at 8:23 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'T. James', is written over the printed name.

Timothy R. James, Secretary

TRJ/jas