

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

January 2, 2024

MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, January 2, 2024, which was called to order at 5:29 p.m. by Chairman Brandstedter.

PARTIES PRESENT

Rodney K. Brandstedter, Chair
Craig Miller, Vice-Chair
Debra K. McCune, Supervisor
Harry Long, Jr., Supervisor
David Chiaverini, Supervisor

Timothy R. James, Manager/Secretary
Kim A. Hackett, Asst. Secretary
Lawrence V. Young, Solicitor
David Lash, NYCPRD Police Chief
Daniel Hoff, YAUFRR Fire Chief

PUBLIC COMMENT

Mr. Brandstedter invited the public to ask questions or offer comments about any item on the agenda as the Board considers each item. He advised that the Board would recognize the public at the conclusion of the agenda items for any questions or concerns about non-agenda items.

APPROVAL OF MINUTES

Mr. Brandstedter made a motion, seconded by Mr. Miller, to approve the minutes of the December 12, 2023 meeting as amended.

Motion carried. Ayes-3 Nays-0 (Long and Chiaverini abstained).

UNFINISHED BUSINESS

Alert Fire Company

As summarized in item #2 of the manager's report, Solicitor Young provided a draft open-end mortgage and security agreement and term note to the Board of Supervisors for feedback in relation to a township contribution to Alert Fire Company capital improvement project at Alert Fire Company facility at 3118 N. George Street. Solicitor Young reported the Alert Fire Company Trustees has requested a 20-year note be considered as opposed to an open-ended term. Nick Zambito, Alert Fire Company Trustee provided feedback on the 20-year term request. Paul Kuehnel, 3283 High Street and Patricia Schell, 2911 Clearsprings Boulevard, provided feedback on the importance of the fire service in that area. After a lengthy discussion, Mr. Brandstedter made a motion, seconded by Mr. Miller, directing the Solicitor to respond back to Alert Fire Company counsel rejecting the 20-year note request.

Motion carried. Ayes-5 Nays-0.

Green Light Go Traffic Signal Improvement Project – Contract Award

As summarized in item #3 of the manager's report, Mr. James reported that on December 29, 2023 bids were opened for the traffic signal improvements for a portion of the Susquehanna Trail corridor with C.M. High, Inc. as the only responsible bidder. Ms. McCune made a motion, seconded by Mr. Chiaverini, to award the contract for signal improvements for specific intersections on the Susquehanna Trail in relation to the receipt of PennDOT Green Light Go grant funding at a base contract price of \$346,500, plus Alternate A (signal backplates) for an additional \$7,500.

Motion carried. Ayes-5 Nays-0.

Road Closure Request

As summarized in item #4 of the manager's report, Mr. James reported staff has not received any updated information relative to road closure request on Susquehanna Trail for construction relative to Manchester Commerce Center.

NEW BUSINESS**Resolution #2024-04 – Capital Reserve Projects**

As summarized in item #5 of the manager's report, Mr. Miller made a motion, seconded by Ms. McCune, to adopt Resolution #2024-04 that approves the use of capital reserve funds for projects that were contained in the adopted 2024 capital reserve fund budget.

Motion carried. Ayes-5 Nays-0.

Susquehanna Trail Apartments – Stormwater Operations & Maintenance Agreement

As summarized in item #6 of the manager's report, Solicitor Young provided background on the proposed stormwater operations and maintenance agreement with Susquehanna Trail Apartments. Mr. Miller made a motion, seconded by Mr. Chiaverini, to authorize the Chairperson or Vice-Chairperson to execute the stormwater operations and maintenance agreement with Susquehanna Trail Apartments.

Motion carried. Ayes-5 Nays-0.

Sewer Reservation Agreement

As summarized in item #7 of the manager's report, Mr. Miller made a motion, seconded by Mr. Chiaverini, to authorize the Chairperson or Vice-Chairperson to execute a sewer reservation agreement with Susquehanna Trail Apartments.

Motion carried. Ayes-5 Nays-0.

Hugh Simpson, Susquehanna Trail Apartments Representative, requested what would the appropriate process be to request a waiver of the full upfront payment of recreation fees in lieu of and consider payment upon submission of building permits. The Board directed him to submit a formal request for agenda consideration at the next Board of Supervisors meeting.

Live Streaming of Board of Supervisors Meetings

As summarized in item #8 of the manager's report, Solicitor Young reported requirements to maintain if a meeting is video recorded, but meetings may be live streamed without being recorded thus not requiring video to be kept. Paul Kuehnel, 3283 High Street and Cathy Long, 131 Willis Road provided feedback on maintaining video record and audio concerns. The Board by consensus directed staff to continue to gather audio improvement costs before a decision is made on live streaming.

Resolution #2024-05 – 2024 Fee Schedule

As summarized in item #9 of the manager's report, Mr. Miller made a motion, seconded by Ms. McCune, to adopt Resolution #2024-05 to update the 2024 fee schedule with amendment to zoning map cost for subdivision/land development ordinance filing fees; sanitary sewer fees; and park rental fees to reflect current administrative, consultant review costs, as well as the fees for recreation in lieu of land dedication, and signs at intersections of newly adopted roads.

Motion carried. Ayes-5 Nays-0.

RECOGNITION OF PUBLIC PRESENT

In accordance with Act 93 of 1998 (Sunshine Law), Mr. Brandstedter recognized any participants who wished to address the Board. No comments were made at this time.

OTHER BUSINESS/REPORTS

Fire Chief Hoff and Police Chief Lash provided department updates.

APPROVAL OF VOUCHERS

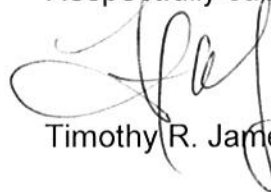
Ms. McCune made a motion, seconded by Mr. Long, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: December 27, 2023 and January 2, 2024.

Motion carried. Ayes-5 Nays-0.

ADJOURNMENT

Being no further business, Mr. Brandstedter made a motion to adjourn the meeting at 6:35 p.m.

Respectfully submitted,



Timothy R. James, Secretary

TRJ/jas