

# **MANCHESTER TOWNSHIP BOARD OF SUPERVISORS**

**April 11, 2023**

## **MEETING**

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, April 11, 2023, which was called to order at 6:00 p.m. by Chairman Brandstedter.

## **PARTIES PRESENT**

Rodney K. Brandstedter, Chair  
John W. Inch, Jr., Vice-Chair  
Beth Brennan, Supervisor  
Debra K. McCune, Supervisor  
Craig Miller, Supervisor

Timothy R. James, Manager/Secretary  
Danelle L. Goodwin, Asst. Secretary  
Lawrence V. Young, Solicitor  
BJ Treglia, CS Davidson, Inc.  
Daniel Hoff, YAUFR Fire Chief  
David Lash, NYCRPD Police Chief

## **PUBLIC COMMENT**

Chairman 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**

Ms. McCune made a motion, seconded by Mr. Inch, to approve the minutes of the March 14, 2023 meeting as amended.

Motion carried. Ayes-5 Nays-0.

## **UNFINISHED BUSINESS**

### **Short-Term Rentals**

As summarized in item #2 of the manager's report, Solicitor Young distributed a draft short-term rental ordinance to the Board for review and comment. After a lengthy discussion the Board agreed to continue review and provide further comment in the future.

Paul Kuehnel, 3283 High Street, questioned the parking requirement within the draft short-term rental ordinance, specifically in areas with limited off-street parking.

### **Alert Fire Company**

As summarized in item #3 of the manager's report, Mr. James and Chief Hoff provided a brief update on the Alert Fire Company Trustees proposed building upgrades at the Alert Fire Company on North George Street. Chief Hoff extended an offer by the Alert Trustees to have Supervisors tour the facility to provide a better understanding of the project. Chief Hoff reported due to scheduling conflicts the trustee representatives will

not be available on April 11<sup>th</sup> but plan to attend the May 9<sup>th</sup> Board of Supervisors meeting as requested.

#### **Shady Lane**

As summarized in item #4 of the manager's report, Mr. James reported no new information has developed relative to the potential of closing Shady Lane.

#### **Ordinance #2023-04 – Sanitary Sewer Rate Adjustment**

As summarized in item #5 of the manager's report, Solicitor Young reported that the proposed Ordinance #2023-04 to increase the sanitary sewer rates effective mid-2023 to quarterly residential rate of \$120 and non-residential rates to \$3.75 per 1,000 gallons with a minimum charge of \$120 per quarter. Mr. James reported this proposed ordinance adjustment was included in the approved 2023 budget. Ms. McCune made a motion, seconded by Ms. Brennan, to adopt Ordinance #2023-04 to increase the sanitary sewer rates to quarterly residential rate of \$120 and non-residential rates to \$3.75 per 1,000 gallons with a minimum charge of \$120 per quarter effective mid-2023.

Motion carried. Ayes-5 Nays-0.

#### **NEW BUSINESS**

##### **Susquehanna Trail Apartments – Preliminary Land Development Plan – Review #2022-06**

Todd Kurl of RGS, Inc., was present to present a preliminary/final land development plan for Susquehanna Trail Apartments located on the west side of 2200 Block of Susquehanna Trail in a Residential High (RH) zone. Mr. Kurl stated the proposed plan is to construct a 240-unit apartment complex with a proposed courtyard and swimming pool. Ms. Brennan made a motion, seconded by Mr. Miller, to approve the following waivers requests:

- 1) SALDO Section 22-303 for the requirement and process of preliminary plan approval.
- 2) SWMO Section 22-131.11 is being requested for the requirement of the stormwater management facilities to meet building setback requirements.

Motion carried. Ayes-5 Nays-0.

Ms. Brennan made a motion, seconded by Mr. Miller, to approve the Susquehanna Trail Apartment Preliminary/Final Land Development Plan (Review #2022-06) subject to the completion of open items.

Motion carried. Ayes-5 Nays-0.

Harry Long, 131 Willis Run Road, questioned if this project would impact stormwater on Willis Run Road.

Marie Damiano, 130 Robin Hill Circle, questioned the impact additional traffic would have on the Susquehanna Trail and consideration of widening the road. Ms. Damiano requested Central York School District be made aware of the project.

**Manchester Commerce Center – Final Subdivision Plan – Review #2023-02**

Stacey MacNeal, Barley Snyder Law, was present to present the final subdivision plan for Manchester Commerce Center located in the Bear Road and Susquehanna Trail Area. Ms. MacNeal stated the final subdivision plan would combine ten (10) existing parcels totaling 246 acres into four (4) parcels. Ms. McCune made a motion, seconded by Mr. Inch, to approve the following waiver request:

- 1) SALDO Section 22-403.4.16 – Contours requirements.

Motion carried. Ayes-5 Nays-0.

Ms. Brennan made a motion, seconded by Ms. McCune, to adopt final subdivision plan for Manchester Commerce Center (Review #2023-02) subject to the completion of open items.

Motion carried. Ayes-5 Nays-0.

**Manchester Commerce Center – Final Land Development Plan - Review #2023-03**

Stacey MacNeal of Barley Snyder Law, and Josh George of Landworks Civil Design, were present to present the final land development plan for Manchester Commerce Center located in the Bear Road and Susquehanna Trail Area. Ms. MacNeal stated the proposed plan would include the construction of three (3) warehouse/distribution facilities totaling 2,611,100 square feet and one (1) public use building and related improvements in the Industrial (I) district.

Darlene Weir, 3840 Bear Road, expressed appreciation to the developer for working through issues but expressed concern with the proximity of one of the proposed facilities to her residence.

Pat Schell, 2911 Clear Spring Blvd., suggested increasing the required buffer area to residence.

Mr. Brandstedter made a motion, seconded by Ms. McCune, to adopt the following waiver requests:

- 1) SALDO 22-703.2.A – Curbs (Partial)
- 2) SALDO 22-707.2.C – Max. 500 FT. Length of a Cul-De-Sac
- 3) SALDO 22-709.1 – Sidewalks (Partial)
- 4) SWMO Section 131.11 – BMP's must comply with BSL requirements.
- 5) SWMO Section 138.3.A(3) – Max 4:1 side slope of basins

Motion carried. Ayes-4 Nays-1 (Miller opposed).

Mr. Brandstedter made a motion, seconded by Ms. McCune, to adopt the final land development plan for Manchester Commerce Center (Review #2023-03) subject to the completion of open items.

Motion carried. Ayes-4 Nays-1 (Miller opposed).

#### **Sanitary Sewer Capital Charges Study**

As summarized in item #7 of the manager's report, Engineer Treglia provided details of the update to the sanitary sewer capital study amendment #3. After a lengthy discussion, the Board requested the study be discussed at a future meeting for resolution consideration of updated study.

#### **2023-2024 Materials and Equipment Rental Bids**

As summarized in item #8 of the manager's report, Engineer Treglia reported that on April 6, 2023 material bids were opened via PennBid from five (5) bidders for the 2023 construction materials/equipment rental contracts (May 1, 2023 - April 30, 2024). He also reported that he had prepared a bid tabulation sheet, and an April 6, 2023 memo to the board that contained the recommendations about the bid award for crushed aggregate; bituminous concrete; and placement of bituminous concrete.

Ms. Brennan made a motion, seconded by Mr. Inch, to award the following bids for the 2023 construction materials/equipment rental contracts, for the period May 1, 2023 - April 30, 2024, based on the recommendations contained in Engineer Treglia's April 6, 2023 memo:

**Crushed Aggregate** - Items A1-A13c (FOB Plant and FOB Job Site) – York Building Products.

**Superpave Bituminous Concrete** - Items B1-B4b (FOB Plant and FOB Job Site) - York Materials Group.

**Placement of Superpave Bituminous Concrete Material and Paving Fabric** - Items 1A-1K – Stewart & Tate, Inc.

Motion carried. Ayes-5 Nays-0.

#### **ODCC/Brittany Stormwater Improvement Project Bids**

As summarized in item #9 of the manager's report, Engineer Treglia reported that on April 6, 2023 stormwater improvement project for Outdoor Country Club / Brittany Developments bids were opened via PennBid with nine (9) contractors bidding. Mr. Miller made a motion, seconded by Ms. Brennan, to award the Outdoor Country Club / Brittany Developments stormwater improvement project to Clear View Excavation, Inc. as low bidder at the amount of \$1,585,541.

Motion carried. Ayes-5 Nays-0.

**Resolution #2023-10 – Update Emergency Operations Plan**

As summarized in item #10 of the manager's report, Ms. McCune made a motion, seconded by Mr. Inch, to approve Resolution #2023-10 updating the Emergency Operations Plan as a municipal participant with the York Area Regional Emergency Management Commission.

Motion carried. Ayes-5 Nays-0.

**Susquehanna Trail Improvements**

As summarized in item #14.e. of the manager's report, Ms. McCune made a motion, seconded by Mr. Miller, directing staff and engineers to begin engineering and design of Susquehanna Trail corridor from Church Road to Conewago/Manchester Township municipal boundary.

Motion carried. Ayes-5 Nays-0.

**Potential Park Land Acquisition**

Following executive session, Mr. Brandstedter made a motion, seconded by Ms. Brennan, to authorize the Board to enter into an assignment of contract with Inch Properties and John Inch Jr. for a purchase price of \$225,000 (exact price Mr. Inch purchased the property) for property at 545 Locust Lane for consideration of public park.

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

**RECOGNITION OF PUBLIC PRESENT**

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

**EXECUTIVE SESSION (8:14 – 8:25 p.m.)**

Mr. Brandstedter called for an executive session to discuss potential park land acquisition.

**OTHER BUSINESS/REPORTS**

Police Chief Lash and Fire Chief Hoff provided updates to police and fire service activities.

As summarized in item #13 of the manager's report, Mr. James reported that he and Traffic Engineer Henise presented the Greenbriar Road / Church Road intersection concept and alternative intersection improvements at Emig Road and North George Street to the York Area Metropolitan Planning Organization Technical Committee on April 6, 2023. Mr. James reported both project concepts have been forwarded onto the York Area Metropolitan Planning Organization Coordinating Committee for consideration with the 2025-2028 Transportation Improvements Program for state road projects.

**APPROVAL OF VOUCHERS**

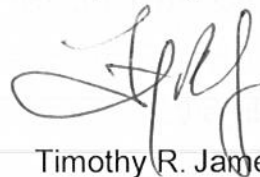
Ms. Brennan made a motion, seconded by Mr. Inch, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: March 27 and April 11, 2023.

Motion carried. Ayes-5 Nays-0.

**ADJOURNMENT**

Being no further business, Mr. Brandstedter adjourned the meeting at 8:27 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'T. James', written over a horizontal line.

Timothy R. James, Secretary

TRJ/jas