

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

February 13, 2024

MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, February 13, 2024, which was called to order at 6:00 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
B.J. Treglia, P.E., Engineer
David Lash, NYCRPD Police Chief
Daniel Hoff, YAUFR 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. Chiaverini made a motion, seconded by Ms. McCune, to approve the regular meeting minutes of the January 2, 2024 as amended.

Motion carried. Ayes-5 Nays-0.

Mr. Miller made a motion, seconded by Mr. Long, to approve the organizational meeting minutes of January 2, 2024.

Motion carried. Ayes-5 Nays-0.

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 have executed the term loan note; term mortgage and security agreement, and right of first refusal agreement. After a discussion, the Board of Supervisors Ms. McCune made a motion, seconded by Mr. Miller, to authorize the execution of the right of first refusal document with Alert Fire Company and make a \$500,000 contribution to Alert Fire Company toward their capital improvement project.

Motion carried. Ayes-5 Nays-0.

Live Streaming – Board of Supervisors Meetings

As summarized in item #3 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. Mr. Brandstedter made a motion, seconded by Mr. Chiaverini, to begin live streaming Board of Supervisors meetings upon conclusion of the meeting room sound/microphone upgrade project at a not-to-exceed cost of \$10,236 cost.

Motion carried. Ayes-5 Nays-0.

NEW BUSINESS**Rutter's Dairy – Milk Tank Storage Expansion – Waiver Request from Land Development Plan Requirement**

Eric Thomas, P.E., of Rutter's was present to present a waiver request from land development for a milk tank expansion at 2100 North George Street. Mr. Thomas reported the proposed building expansion is approximately 650 square feet and will result in an increase of approximately 2,000 square feet of new impervious area, which would result in a less than 2% expansion of existing building and 0.2% impervious increase to property. Ms. McCune made a motion, seconded by Mr. Chiaverini, to approve waiver request from land development submission requirement for Rutter's Dairy milk tank storage expansion project.

Motion carried. Ayes-5 Nays-0.

2524 Stillmeadow Lane – Rezoning Inquiry

As summarized in item #5 of the manager's report, Robert Asper, 121 South Chestnut Street, Elverson, PA, was present to request consideration of a zoning change for property at 2524 Stillmeadow Lane. After a lengthy discussion, the Board provided feedback to Mr. Asper of no interest to consider a rezoning for this parcel and to consider further communication with Zoning Officer Vega for options within the current Residential Low (RL) zone regulations.

2024 Street Construction Projects

As summarized in item #6 of the manager's report, Ms. McCune made a motion, seconded by Mr. Chiaverini to authorize the following road projects for 2024:

- a) Woodland View Drive (N. George Street to Friesian Road)
- b) Paul Street (Northland Avenue to Mayfield Street)
- c) Bacardi Circle (Brigadier Drive to cul-de-sac)

Motion carried. Ayes-5 Nays-0.

Resolution #2024-06 – Public Works Department Equipment Rental Rates

As summarized in item #7 of the manager's report, Ms. McCune made a motion, seconded by Mr. Long, to adopt Resolution #2024-06 establishing the 2024 equipment rental and labor rates for use of township-owned equipment or personnel by other municipalities.

Motion carried. Ayes-5 Nays-0.

Resolution #2024-07 – Equipment Lease Agreement

As summarized in item #8 of the manager's report, Mr. Long made a motion, seconded by Mr. Miller, to adopt Resolution #2024-07 that authorizes the manager to accept the quotation for a five (5) year lease-purchase agreement for a 2023 Cat Skid Loader through Real Lease Financing, in conjunction with the Pennsylvania COSTARS cooperative purchasing program.

Motion carried. Ayes-5 Nays-0.

Sewer Capacity Transfer

As summarized in item #9 of the manager's report, Ms. McCune made a motion, seconded by Mr. Chiaverini, to approve the sewer capacity transfer of 106.6 EDUs (York City Sewer) from Michael Rutter to Susquehanna Trail Apartments.

Motion carried. Ayes-5 Nays-0.

Ridings – Stormwater Fees

As summarized in item #10 of the manager's report, Mr. Miller made a motion, seconded by Mr. Long, to authorize invoices to be sent to property owners in the Ridings Development who have stormwater flowing to Hambiltonian Way stormwater facility for 2023 maintenance costs at a \$25 per property rate.

Motion carried. Ayes-5 Nays-0.

ODCC/Brittany Stormwater Improvement Project – Change Orders

As summarized in item #11a of the manager's report, Engineer Treglia provided a report on ODCC/Brittany Stormwater Improvement Project Changes Orders #2 and #3. Ms. McCune made a motion, seconded by Mr. Chiaverini, to authorize payment to Clear View Excavation, Inc. for Change Order #2 for \$3,636 and Change Order #3 for contract time extension through June 30, 2024.

Motion carried. Ayes-5 Nays-0.

The Board also gave concurrence to Engineer Treglia to engage Clear View Excavation, Inc., for water line conflict and additional inlet/piping replacement, with understanding a subsequent change order would be presented at a future meeting.

Pump Station #6 Sewer Main Flushing Vault Installation

As summarized in item #11d of the manager's report, Engineer Treglia provided a report on recent Pump Station #6 maintenance concerns. Mr. Miller made a motion, seconded by Mr. Chiaverini, to authorize Clear View Excavation, Inc. to complete the installation of the flushing vault on the sewer force main to Pump Station #6 at the quoted price of \$22,180.

Motion carried. Ayes-5 Nays-0.

Manchester Commerce Center – Preliminary/Final Subdivision Plan – Review #2023-11

Jeramy Bittinger of Landworks Civil Design representing Manchester Commerce Center, was present to present the preliminary/final subdivision plan for Manchester Commerce Center. Mr. Bittinger reported the preliminary/final subdivision plan request ultimately updates property lines to provide additional property transferred to the Weir property at 3840 Bear Road, per previous agreement amongst the two parties. Mr. Chiaverini made a motion, seconded by Mr. Miller, to approve the following waivers:

- 1) Section 303.1A – Preliminary plan approval
- 2) Section 408.4.13 – Contours on plan

Motion carried. Ayes-5 Nays-0.

Mr. Chiaverini made a motion, seconded by Mr. Miller, to approve the preliminary/final subdivision plan subject to the completion of outstanding items.

Motion carried. Ayes-5 Nays-0.

EXECUTIVE SESSION – YARSA LEGAL MATTER (7:17 - 7:35 p.m.)

Mr. Brandstedter adjourned for an executive session regarding a legal matter related to the York Area Regional Sewer Authority.

Mr. Brandstedter called the regular meeting back to order at 7:35 p.m.

York Area Regional Sewer Authority (YARSA) – PAWC V. PUC Recent Testimony

As summarized in item #12 of the manager's report, Ms. McCune made a motion, seconded by Mr. Miller, to authorize participation along with Spring Garden, West Manchester, York Townships, and North York Borough in preparation of legal affidavit by Obermayer Law supporting PA American Water Company in response to recent testimony in rate case between PA American Water and the Pennsylvania Public Utility Commission.

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.

Tim Law, 2257 Slater Hill Lane W., was present to express concern with recent parking restrictions on Masonic Drive and the limitation for off street parking from the Villas at Highpointe. The Board by consensus directed staff to engage traffic engineers to review the situation.

Kelly McCaffery and Donna Hartley of 240 Greenleaf Road were present to express interest in the consideration of the eight (8) pickleball court project at Cousler Park. Kristi Pokopec, 2655 Chadbourn Drive, was present to also provide feedback on the desire for eight (8) pickleball courts.

Darla Hamilton, 2792 Meadowbrook Boulevard, was present to express speeding concerns on Meadowbrook Boulevard.

OTHER BUSINESS/REPORTS

Fire Chief Hoff and Police Chief Lash provided departmental updates.

Ms. McCune expressed appreciation for the Board's receipt of Public Works and Zoning Departments monthly activity reports, as well as the financial statements tied to the recreation activity report.

APPROVAL OF VOUCHERS

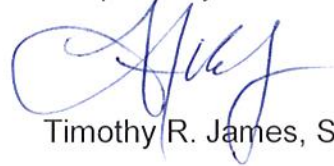
Mr. Miller made a motion, seconded by Mr. Chiaverini, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: January 23, 2024 and February 13, 2024.

Motion carried. Ayes-5 Nays-0.

ADJOURNMENT

Being no further business, Mr. Brandstedter adjourned the meeting at 7:43 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Timothy R. James', is written over the printed name.

Timothy R. James, Secretary

TRJ/jas