

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

September 12, 2023

MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, September 12, 2023, which was called to order at 6:05 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
Kim A. Hackett, Asst. Secretary
Lawrence V. Young, Solicitor
BJ Treglia, C.S. Davidson, Inc.
David Lash, NYCRPD Police Chief

EXECUTIVE SESSION – Zoning Lawsuit and Personnel

Mr. Brandstedter announced that an executive session was held prior to the start (5:30 p.m.) of the meeting to discuss a zoning legal suit and a personnel matter.

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. Miller made a motion, seconded by Ms. Brennan, to approve the minutes of the August 8, 2023 meeting.

UNFINISHED BUSINESS

Property Tax Assessment Appeals

As summarized in item #2 of the manager's report, Solicitor Young reported on property tax assessment appeals and the recommendation to initiate a policy for future appeals. The Board of Supervisors requested this topic be included with future agenda items.

Cousler Park Tennis/Pickleball Courts Project – Bid Authorization

As summarized in item #3 of the manager's report, Mr. James provided details of the proposed project of installing tennis and pickleball courts at Cousler Park including a redesign option of seven (7) or eight (8) pickleball courts only and eliminating tennis courts as originally proposed. Diana Correll-Guiffreda, 745 Maurice Street, expressed concern about the eliminating tennis courts from Cousler Park and suggested multi-use courts with lining for both tennis and pickleball. Bette Swensen, 2985 Stillmeadow Lane, expressed concern with the current tennis court conditions at Stillmeadow Park. The Board of Supervisors requested the repair to Stillmeadow Park tennis courts be included as consideration in the 2024 draft budget. After further discussion, Mr. Inch

made a motion, seconded by Mr. Brandstedter, to authorize advertising of bids for the construction of an eight (8) pickleball design. Further discussion was held, and Mr. Inch amended his motion, seconded by Mr. Brandstedter, to authorize advertising bids for the construction of an eight (8) pickleball court design and an alternate bid for a combination tennis/pickleball court design.

Motion carried. Ayes-5 Nays-0.

Springettsbury Township Wastewater Treatment – Sewer Capacity Request

As summarized in item #4 of the manager's report, Mr. James distributed updated information received from Divert, Inc., regarding sanitary sewer capacity issues with proposed industrial project flowing to the Springettsbury Township Wastewater Treatment Plant. After further discussions, the Board of Supervisors chose to stay with previous months decision not to move forward with requesting the transfer/purchase of sanitary sewer capacity from other municipalities flowing to the Springettsbury Township Wastewater Treatment Plant in an attempt to provide necessary capacity for proposed Divert, Inc. Food Recycling Facility.

NEW BUSINESS

Farmbrooke Meadows Phase 3 – Final Subdivision Plan – Review #2023-05

Christopher Owens, with Gordon L. Brown & Associates was present to present the final subdivision plan for Farmbrooke Meadows Phase 3 (Review #2023-05). Mr. Owens requested the subdivision of thirty-five (35) residential lots in a Residential Low (RL) density zone at 750 Farmbrooke Lane. Mr. Inch made a motion, seconded by Ms. Brennan, to adopt the final subdivision plan for Farmbrooke Meadows – Phase 3 (Review #2023-05) subject to the satisfaction of open items.

Motion carried. Ayes-5 Nays-0.

Albright - Preliminary Subdivision Plan – Review #2023-06

Christopher Owens, with Gordon L. Brown & Associates was present to present a preliminary subdivision plan for Albright. Mr. Owens reported that the preliminary subdivision plan includes subdividing off seven (7) lots in the Residential Low (RL) density zone at 3220 Lewisberry Road. Mr. Owens described connecting the subdivision to the existing cul-de-sac on Hampshire Drive. Erin Tanczos, 3197 Hampshire Drive, expressed concern about opening up the existing cul-de-sac to development for safety and stormwater concerns. Nathan Mott, 3493 E. Sorrell Street, was present to express concerns with preliminary subdivision plan. Jeff Smith, 3492 E. Sorrell Street, was present representing the Addington Reserve Homeowners Association, requested additional time to meet with the developer before the Board of Supervisors decides on the plan. After further discussion, Ms. Brennan made a motion, seconded by Mr. Miller, to table action on Albright Preliminary Subdivision Plan (Review #2023-03).

Motion carried. Ayes-5 Nays-0.

Planning Commission Vacancy

As summarized in item #5 of the manager's report, Ms. McCune made a motion, seconded by Ms. Brennan, to appoint Daniel Spies, 2425 Alder Way, to complete the unexpired term (through 2024) of Holly Gumke on the Manchester Township Planning Commission.

Motion carried. Ayes-5 Nays-0.

2024 Budget

As summarized in item #6 of the manager's report, Mr. James provided a synopsis of the 2024 budget process and requested board members' guidance on parameters or specific projects. Mr. James reported a draft 2024 budget will be presented on October 10, 2023, proposed budget on November 14, 2023 and a final budget on December 12, 2023.

Mr. James reported distributing the (2024) minimum obligation pension certification to the Board of Supervisors.

Manchester Commerce Center – Assignment of Developer's Agreement

As summarized in item #7 of the manager's report, Solicitor Young reported a request for an assignment for the previously approved Manchester Commerce Center developer's agreement due to a legal name change. Ms. Brennan made a motion, seconded by Mr. Inch, to retroactively authorize the Chairperson or Vice-Chairperson to execute the assignment of developer's agreement between Manchester Township and NP Manchester Commerce Center, LLC.

Motion carried. Ayes-5 Nays-0.

Sale of Surplus Equipment

As summarized in item #8 of the manager's report, Ms. Brennan made a motion, seconded by Ms. McCune, to authorize the sale of surplus item: 200 Crafcro Model SS125 Crack Sealer (\$6,500) be sold to respective high bidder through Municibid online auction.

Motion carried. Ayes-5 Nays-0.

2024-2026 Mowing Contract – Bid Authorization

As summarized in item #9 of the manager's report, Mr. James reported that the current mowing contract expires December 31, 2023 and requested authorization to advertise bids for 2024-2026 mowing contracts. Paul Kuenhel, 3238 High Street, questioned why Cousler Park mowing was separated for other park mowing. Ms. Brennan made a motion, seconded by Mr. Miller, to authorize staff to prepare and advertise bids for the contract mowing services for 2024-2026.

Motion carried. Ayes-5 Nays-0.

2024 SPCA Animal Care and Housing Agreement

As summarized in item #10 of the manager's report, Mr. Inch made a motion, seconded by Ms. McCune, to authorize the Chairperson or Vice-Chairperson to execute the York County SPCA 2024 Animal Care and Housing Agreement at a cost of \$13,895.

Motion carried. Ayes-5 Nays-0.

Electric Purchasing Contract

As summarized in item #11 of the manager's report, Mr. Miller made a motion, seconded by Mr. Brandstedter, to authorize the staff to enter into a new two (2) year agreement with Constellation New Energy for electric generation/transmission at a fixed rate of \$.069710 per KWH.

Motion carried. Ayes-5 Nays-0.

Resolution #2023-17 – Lease-Purchase Agreement Truck Replacement

As summarized in item #12 of the manager's report, Ms. Brennan made a motion, seconded by Ms. McCune, to adopt Resolution #2023-17 that authorizes the manager to accept quotation for a five (5) year lease-purchase for a 2023 Ford F600 dump truck with plow/spreader package through Fulton Leasing Company, in conjunction with the Pennsylvania COSTARS cooperative purchasing program.

Motion carried. Ayes-5 Nays-0.

PA Homeowners' Assistance Program

As summarized in item #13 of the manager's report, Mr. Inch made a motion, seconded by Mr. Miller, to authorize Manchester Township's participation in the Pennsylvania Homeowner Assistance Fund program to qualified assistance for mortgage and housing-related costs through the PA Housing Finance Agency.

Motion carried. Ayes-5 Nays-0.

2023 Sanitary Sewer Projects – Change Orders

As summarized in item #14 of the manager's report, Engineer Treglia reported three change orders relative to the 2023 sanitary sewer projects. After further discussion, Mr. Inch made a motion, seconded by Ms. McCune, to authorize payments of Change Orders #1, #2 and #3 to Rogele Inc. for the combined amount of \$54,196.58.

Motion carried. Ayes-5 Nays-0.

Legal Costs

As summarized in item #15 of the manager's report, Ms. Brennan made a motion, seconded by Ms. McCune, to direct Solicitor Young to withdraw fine costs but include legal and court fees with zoning violation case at 838 Greenbriar Road.

Motion carried. Ayes-4 Nays-0 (Inch absent from vote).

Legal Representation

As summarized in item #16 of the manager's report, Ms. Brennan made a motion, seconded by Ms. McCune, to appoint Attorney Beth Kern with CGA Law as Assistant Solicitor for Manchester Township.

Motion carried. Ayes-5 Nays-0.

Grant Support Letter Request – Spring Valley Mulch, LLC

As summarized in item #17 of the manager's report, Mr. Miller made a motion, seconded by Ms. McCune, directing staff to provide a letter of support to Spring Valley Mulch, LLC, for their grant submissions for further improvement of their beneficial-use mulch processing facility in Conewago Township with the capability to support food-processing residuals and other municipal bio-solids.

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

Chief Lash provided a monthly police activity report.

The Board authorized staff to utilize Traffic Engineer Mark Henise for multiple traffic matters in the township.

APPROVAL OF VOUCHERS

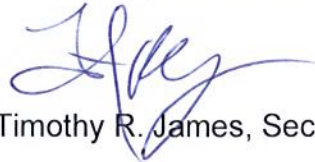
Mr. Inch made a motion, seconded by Ms. Brennan, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: August 22 and September 12, 2023.

Motion carried. Ayes-5 Nays-0.

ADJOURNMENT

Being no further business, Ms. Brennan made a motion to adjourn the meeting at 7:41 p.m.

Respectfully submitted,



Timothy R. James, Secretary

TRJ/jas