

MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

December 10, 2024

MEETING

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, December 10, 2024, which was called to order at 6:00 p.m. by Chairman Brandstedter.

PARTIES PRESENT

Rodney K. Brandstedter, Chair
Debra K. McCune, Supervisor
Harry M. Long, Jr., Supervisor
David J. Chiaverini, Supervisor

Timothy R. James, Manager/Secretary
Kim A. Hackett, Asst. Secretary
Lawrence Young, Solicitor
B.J. Treglia, P.E., Engineer
Daniel Hoff, YAUFR Fire Chief
David Lash, NYCRPD Police 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 to address any questions or concerns about non-agenda items.

APPROVAL OF MINUTES

Mr. Long made a motion, seconded by Ms. McCune, to approve the minutes of the November 12, 2024, meeting.

Motion carried. Ayes-3 Nays-0 (Brandstedter abstained).

UNFINISHED BUSINESS

Resolution #2024-15 - 2025 Budget Adoption

As summarized in item #2 of the manager's report, Mr. James reported the proposed 2025 budget discussed in previous meetings was advertised as required. Mr. James reported the budget maintains 2024 tax and sewer rate levels. Mr. Chiaverini made a motion, seconded by Mr. Long, to adopt Resolution #2024-15 that adopts the 2025 budgets as proposed and distributed on November 12, 2024.

Motion carried. Ayes-4 Nays-0.

2025 SPCA Animal Housing Contract

As summarized in item #3 of the manager's report, after a lengthy discussion, Mr. Long made a motion, seconded by Ms. McCune, to authorize the chair or vice-chair to execute the 2025 SPCA animal housing contract, with concern about the recent SPCA intake policy change that could impact priority police calls.

Motion carried. Ayes-4 Nays-0

CPA Appointment – 2024 Financial Statements

As summarized in item #4 of the manager's report, Ms. McCune made a motion, seconded by Mr. Chiaverini, to appoint Kochenour, Earnest, Smyser, and Burg, CPA to complete the township audit/financial report for 2024.

Motion carried. Ayes-4 Nays-0.

NEW BUSINESS

Emergency Road Closure – Retroactive Approval

As summarized in item #5 of the manager's report, Mr. Long made a motion, seconded by Ms. McCune, to retroactively authorize the temporary closure of Futurity Drive on November 14, 2024, for an emergency repair of a sink hole.

Motion carried. Ayes-4 Nays-0.

Regional Way Stormwater Agreement

As summarized in item #6 of the manager's report, Engineer Treglia provided a report for consideration of a stormwater agreement between Manchester Township, Manchester Commerce, LLP, and Northern York County Regional Police for additional easement access for a culvert located near Regional Way. Ms. McCune made a motion, seconded by Mr. Chiaverini, to authorize the chairperson or vice-chairperson to execute the tri-party stormwater easement and maintenance agreement for the stormwater culvert in the area of Regional Way.

Motion carried. Ayes-4 Nays-0.

Bid Authorization – 2025 Construction Materials/Equipment Rental

As summarized in item #7 of the manager's report, Mr. Chiaverini made a motion, seconded by Ms. McCune, to authorize staff and/or consultants to prepare specifications using prevailing wage rates and to advertise bids for contracts for supplying construction materials and equipment rentals for the period of May 1, 2025, until April 30, 2026, with the bid opening by the staff to be scheduled prior to the regular April 9, 2025, board meeting.

Motion carried. Ayes-4 Nays-0.

Bid Authorization – 2025 Capital Projects

As summarized in item #8 of the manager's report, Ms. McCune made a motion, seconded by Mr. Brandstedter, to authorize staff and/or consultants to prepare the design, specifications, bidding documents, and advertisements for the capital projects which were included in the capital reserve fund budget and sewer operating fund 2025 budget, as well as projects utilizing fund balance per board direction.

Motion carried. Ayes-4 Nays-0.

Resolution #2024-16 – Lease Purchase Agreement Truck Replacement

As summarized in item #9 of the manager's report, Mr. Long made a motion, seconded by Mr. Chiaverini, to adopt Resolution #2025-16 that authorizes the manager to accept the quotation for a five (5) year lease-purchase agreement for a 2024 Peterbilt dump truck

with plow/spreader package through Fulton Leasing Company in conjunction with the Pennsylvania COSTARS cooperative purchasing program.

Motion carried. Ayes-4 Nays-0.

Hayshire Drive Parking

As summarized in item #10 of the manager's report, Mr. James reported that he had received concerns from Central York School District regarding parking on Hayshire Drive in front of Hayshire Elementary School that has caused safety concerns during student pickup and drop off times. Mr. James also reported that Traffic Engineer Henise had reviewed the concern and provided options to help with the safety concerns. Mr. Brandstedter made a motion, seconded by Mr. Long, to authorize the solicitor and staff to develop a draft ordinance establishing a parking restriction on Hayshire Drive, from Haymeadow Drive to Haybrook Drive, during non-student pick-up and drop-off times, as well as extending a full no parking zone 75' south of the Haymeadow Drive/Hayshire Drive intersection.

Motion carried. Ayes-4 Nays-0.

Liverpool Turnpike Culvert and Utility Relocation Project

As summarized in item #13.k. of the manager's report, Engineer Treglia provided a report on the December 9, 2024, bid results for the Liverpool Turnpike culvert and utility relocation project. Ms. McCune made a motion, seconded by Mr. Chiaverini, to approve DeTraglia Excavating and Landscaping, Inc. as the low bidder to complete the Liverpool Turnpike culvert and utility relocation project at the bid price of \$46,565.

Motion carried. Ayes-4 Nays-0.

RECOGNITION OF PUBLIC

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

William Robinson, 1039 Village Way, was present to express concern with the change in the 2025-2029 refuse/recycling contract that requires refuse and recycling container use as opposed to previous bag option. Mr. Robinson stated the limited road width has raised concern with residents within his community.

OTHER BUSINESS/REPORTS

Police Chief Lash presented an activity update for Northern York County Regional Police Department.

Fire Chief Hoff presented an activity update for York Area United Fire and Rescue.

The board of supervisors, by consensus, agreed the 2025 meeting day/times remain the same as 2024, with the addition of September 16, 2025 budget workshop.

EXECUTIVE SESSION

No executive session was held.

APPROVAL OF VOUCHERS

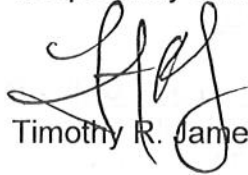
Ms. McCune made a motion, seconded by Mr. Long, to approve the payments of the vouchers listed on the Treasurer's Check Vouchers Lists: November 26 and December 10, 2024.

Motion carried. Ayes-4 Nays-0.

ADJOURNMENT

Being no further business, Mr. Brandstedter made a motion to adjourn the meeting at 7:05 p.m.

Respectfully submitted,

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

Timothy R. James, Secretary

TRJ/jah