

# **MANCHESTER TOWNSHIP BOARD OF SUPERVISORS**

**May 9, 2023**

## **MEETING**

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, May 9, 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**

Mr. Miller made a motion, seconded by Ms. Brennan, to approve the minutes of the April 11, 2023 meeting as amended.

Motion carried. Ayes-5 Nays-0.

Ms. Goodwin introduced two new employees, Rachel Vega, Zoning/Planning Officer and Kim Hackett, Administrative Director.

## **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 which included detail within the draft ordinance such as owner occupancy, parking, health safety matters and township zoning ordinance, Mr. Brandstedter made a motion, seconded by Ms. Brennan, to authorize the Solicitor to advertise an amended short-term rental ordinance for future consideration.

Motion denied. Ayes-2 Nays-3 (Inch, McCune and Miller opposed).

### **Alert Fire Company**

As summarized in item #3 of the manager's report, Alert Fire Company Trustees Justin Sowers and Chris Matles were present to provide an update to the proposed capital

improvement project at the Alert Fire Company. Mr. Sowers reported that Alert Fire Company Trustees are reevaluating the scope of the project and are attempting to keep the project costs below \$3 million to avoid the need of township co-signing on a USDA financing grant. Mr. Matles reported on the financing options the group have considered and an update on the capital campaign. Mr. Sowers stated they will keep the Board informed as the process proceeds.

#### **Shady Lane**

As summarized in item #4 of the manager's report, Mr. James reported efforts continue on the potential consideration of closing Shady Lane.

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

As summarized in item #5 of the manager's report, Engineer Treglia provided details of the update to the sanitary sewer capital study amendment #3. Ms. McCune made a motion, seconded by Mr. Miller, to prepare a resolution to be considered at the June 13, 2023 meeting that will establish the sanitary sewer connection and tapping fees in accordance with the "Amendment No. 3 to the Capital Charges Study" prepared by C.S. Davidson, Inc. dated March 20, 2023.

Motion carried. Ayes-5 Nays-0.

#### **NEW BUSINESS**

##### **York County Planning Commission – Transportation Improvements Program**

As summarized in item #6 of the manager's report, Mike Pritchard, Chief of Transportation Planning, with York County Planning Commission, was present to present on the York Area Metropolitan Planning Organization's (YAMPO) 2025 Transportation Improvement Program (TIP). Mr. Pritchard provided background on the agency and TIP program and requested suggestions for transportation improvements in the township to be forwarded onto YAMPO.

##### **NYCRPD Route 30 PACE Initiative**

As summarized in item #7 of the manager's report, Police Chief Lash presented a proposed Route 30 corridor safety initiative or Pro-Active Criminal Enforcement Unit (PACE) to help combat the increased criminal activity in the corridor. After a discussion, Mr. Brandstedter made a motion, seconded by Ms. McCune, to approve the purchase of eight (8) additional policing units from Northern York County Regional Police beginning 2023 mid-year implementation at a cost of \$186,265.30 for 2023.

Motion carried. Ayes-5 Nays-0.

##### **Manchester Commerce Center Agreements**

As summarized in item #8 of the manager's report, Attorney Stacey MacNeal representing Manchester Commerce Center, was present to present a draft stormwater agreement between Manchester Township and Manchester Commerce Center for property located in the Susquehanna Trail and Bear Road area. Solicitor Young confirmed he was comfortable with the proposed stormwater agreement with updated

information to include costs provided by staff. Mr. Inch made a motion, seconded by Ms. Brennan, to authorize the Chairperson or Vice-Chairperson to execute the stormwater agreement between Manchester Township and Manchester Commerce Center, LLC as amended.

Motion carried. Ayes-5 Nays-0.

Attorney MacNeal also presented a tri-party agreement between Manchester Township, East Manchester Township and Manchester Commerce Center that establishes responsibilities, ownership and timing of proposed Regional Way and the intersection of Regional Way and Canal Road. Ms. Brennan made a motion, seconded by Mr. Inch, to authorize the Chairperson or Vice-Chairperson to execute the tri-party agreement between Manchester Commerce Center, LLC; Manchester and East Manchester Townships establishing responsibilities, ownership and timing of Regional Way and intersection of Regional Way and Canal Road.

Motion carried. Ayes-5 Nays-0.

#### **SpiriTrust Lutheran Village at Sprenkle Drive – PILOT Agreement**

As summarized in item #9, Solicitor Young presented a third 5-year extension of 2001 SpiriTrust Lutheran agreement for an allocation of payment in lieu of taxes for tax-exempt property located in Manchester Township. Mr. Miller made a motion, seconded by Ms. McCune, to authorize the Chairperson or Vice-Chairperson to execute a five (5) year extension of the 2001 PILOT agreement with Lutheran Social Services of South Central Pennsylvania (SpiriTrust Lutheran) and taxing entities for voluntary settlement for allocation of payment in lieu of taxes.

Motion carried. Ayes-5 Nays-0.

#### **2023 Sanitary Sewer Projects**

As summarized in item #10 of the manager's report, Engineer Treglia presented results from 2023 sanitary sewer project bid opening. Mr. Inch made a motion, seconded by Ms. Brennan, to approve the contract with low bidder Rogele, Inc., for 2023 sanitary sewer projects on Grumbacher Road, Narnia Drive and Hambiltonian Way for a contract price of \$248,999.

Motion carried. Ayes-5 Nays-0.

#### **Sanitary Sewer Connections**

As summarized in item #11 of the manager's report, Mr. James requested guidance on the proposed sanitary sewer extension project associated with the Manchester Commerce Center project and the need for residential properties in the immediate area to comply with sewer connections requirements since the project will not be a township capital project. Supervisor McCune suggested that when the sewer main is installed and not yet adopted by the township residential properties in question could connect without paying the required township tapping and connection fees and once the

township adopts the sewer main township tapping and connection fees would be implemented. After further discussion, Ms. McCune made a motion, seconded by Ms. Brennan, that required township sewer tapping and connection fees be waived for residential properties until sewer main extension installed by Manchester Commerce Center is adopted by Manchester Township after which sewer tapping and connection fees will be applied.

Motion carried. Ayes-5 Nays-0.

#### **Woodland View Drive**

As summarized in item #12 of the manager's report, Mr. James provided speed and traffic volume data for Woodland View Drive, Northland and Rutland Avenues to request guidance from the Board of reinstalling temporary speed humps on Woodland View Drive for 2023. After a discussion, Ms. Brennan made a motion to reinstall two (2) of the temporary speed humps in advance of Northland Avenue to deter the use of side streets to bypass the speed humps. Motion did not receive a second, motion failed. Mr. Brandstedter made a motion, seconded by Mr. Inch, to not reinstall the temporary speed humps on Woodland View Drive due to the traffic impact on side streets.

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

#### **Emigsville Curb/Ramp Replacements Project – Change Order #1**

Mr. Inch made a motion, seconded by Ms. Brennan, to amend the meeting agenda to include Emigsville curb and ramp replacement project change order #1.

Motion carried. Ayes-5 Nays-0.

Engineer Treglia presented Change Order #1 for the Emigsville curb and ramp replacement project completed by Kinsley Construction. Ms. McCune made a motion, seconded by Mr. Inch, to approve the Emigsville curb and ramp replacements project Change Order #1 for an increase of \$1,389 due to additional work.

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.

Harry Long Jr., 131 Willis Road, was present to question a change of address notification received for Manchester Township and the need to send said notification via certified mail. Solicitor Young confirmed certified mail is necessary to ensure receipt of the notification.

**EXECUTIVE SESSION**

No executive session was held at this time.

**OTHER BUSINESS/REPORTS**

Mr. James reported that the acquisition of the future park property at 545 Locust Lane took place on May 5, 2023.

Mr. James reported on participation in a meeting hosted by the York Area Metropolitan Planning Organization regarding a point of access study for future I-83 Exit 26 (Canal Road) project.

The Board by consensus directed Mr. James to send a request to PennDOT for a traffic study on SR 4001 (Bull Road).

The Board by consensus directed Mr. James to respond to an inquiry from Verizon of no interest in reconsidering a cell tower installation at Cousler Park.

**APPROVAL OF VOUCHERS**

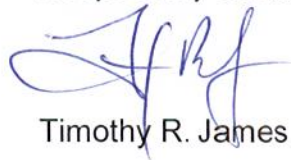
Ms. Brennan made a motion, seconded by Mr. Inch, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: April 25 and May 9, 2023.

Motion carried. Ayes-5 Nays-0.

**ADJOURNMENT**

Being no further business, Mr. Brandstedter adjourned the meeting at 8:30 p.m.

Respectfully submitted,



Timothy R. James, Secretary

TRJ/jas