

# MANCHESTER TOWNSHIP BOARD OF SUPERVISORS

April 9, 2024

## **MEETING**

The Manchester Township Board of Supervisors held its regularly scheduled and duly advertised meeting on Tuesday, April 9, 2024, which was called to order at 6:00 p.m. by Vice-Chairman Miller.

## **PARTIES PRESENT**

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  
Beth J. Kern, Asst. Solicitor  
B.J. Treglia, P.E., Engineer  
Daniel Hoff, YAUFR Fire Chief  
David Lash, NYCRPD Police Chief

## **PUBLIC COMMENT**

Mr. Miller 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. Chiaverini, to approve the meeting minutes of the March 12, 2024.

Motion carried. Ayes-4 Nays-0.

## **UNFINISHED BUSINESS**

### **Volunteer Fire Service Tax Credit**

As summarized in item #2 of the manager's report, Chief Hoff provided details for the consideration of the implementation of a fire service volunteer tax credit. Solicitor Kern reported the development of a draft ordinance to support a fire service volunteer tax credit. Ms. McCune made a motion, seconded by Mr. Long, to authorize the advertising of an ordinance that would establish an Earned Income Tax credit for volunteer fire service members who qualify with participation criteria at a maximum of \$500 annually.

Motion carried. Ayes-4 Nays-0.

## **NEW BUSINESS**

### **2024 Line Painting**

As summarized in item #3 of the manager's report, Mr. Long made a motion, seconded by Ms. McCune, to award the 2024-2025 line painting/pavement markings contract bid to Alpha Space Control, Chambersburg, PA.

Motion carried. Ayes-4 Nays-0.

**2024-2025 Materials and Equipment Rental Bids**

As summarized in item #4 of the manager's report, Engineer Treglia reported that on April 8, 2024 material bids were opened via PennBid from five (5) bidders for the 2024 construction materials/equipment rental contracts (May 1, 2024 - April 30, 2025). Engineer Treglia also reported that he had prepared a bid tabulation sheet, and an April 8, 2024 memo to the board that contained the recommendations about the bid award for crushed aggregate; bituminous concrete; and placement of bituminous concrete.

Ms. McCune made a motion, seconded by Mr. Chiaverini, to award the following bids for the 2024 construction materials/equipment rental contracts, for the period May 1, 2024 - April 30, 2025, based on the recommendations contained in Engineer Treglia's April 8, 2024 memo:

**Crushed Aggregate** - Items A1-A13c (FOB Plant and FOB Job Site) – No award.

**Superpave Bituminous Concrete** - Items B1-B4b (FOB Plant and FOB Job Site) -  
No award.

**Placement of Superpave Bituminous Concrete Material and Paving Fabric** - Items  
1A-1J – Kinsley Construction Sitework.

**Cold-In-Place Recycling of Bituminous Concrete** – Items 2A-2C - Recon  
Construction Services, Inc.

Motion carried. Ayes-4 Nays-0.

**Resolution #2024-08 – YAUFER SAFER Grant Submission Support**

As summarized in item #5 of the manager's report, Chief Hoff provided details on the YAUFER SAFER Grant submission with a deadline of April 12, 2024. Ms. McCune made a motion, seconded by Mr. Chiaverini, to adopt Resolution #2024-08 supporting the YAUFER submission of a Federal Emergency Management Agency SAFER grant to consider increasing staffing levels by three (3) fire personnel.

Motion carried. Ayes-4 Nays-0.

**Resolution #2024-09 – YAUFER Fleet Program**

As summarized in item #6 of the manager's report, Chief Hoff provided details with the YAUFER fleet purchasing program. After discussions, Mr. Long made a motion, seconded by Ms. McCune, to adopt Resolution #2024-09 for Manchester Township to support the Sutphen and Glick purchase agreements (per equipment replacement schedule) as required by the YAUFER Charter Agreement.

Motion carried. Ayes-4 Nays-0.

**2025-2029 Refuse/Recycling Contract Bid Authorization**

As summarized in item #7 of the manager's report, Ms. McCune made a motion, seconded by Mr. Chiaverini, to authorize the Solicitor and/or staff to initiate discussions

and prepare Request for Proposals for the 2025-2029 refuse/recycling collection provider contract.

Motion carried. Ayes-4 Nays-0.

### **Sewer Treatment Service Agreement**

As summarized in item #8 of the manager's report, Assistant Solicitor and Mr. James provided details on a request to enter into an agreement for sewer treatment services with the Northeastern York County Sewer Authority for sanitary sewer treatment services to 710-720 Willow Springs Lane. Ms. McCune made a motion, seconded by Mr. Long, to authorize the Solicitor to prepare a draft ordinance for future consideration that would support a sewer treatment service agreement with Northeastern York County Sewer Authority for sanitary sewer service to 710-720 Willow Springs Lane.

Motion carried. Ayes-4 Nays-0.

### **Municipal Complex Concrete Project Bids**

As summarized in item #9 of the manager's report, Engineer Treglia provided details on the bid results for the concrete pad replacement at the municipal complex in front of Fire Services. Mr. Long made a motion, seconded by Ms. McCune, to approve the contract with Kinsley Construction, Inc. for the replacement of the concrete pad (Fire Services) at the municipal complex for the bid amount of \$65,900.

Motion carried. Ayes-4 Nays-0.

### **PSATS 2024 Resolutions**

As summarized in item #10 of the manager's report, the Board of Supervisors provided guidance on proposed 2024 Pennsylvania State Association of Township Supervisors (PSATS) Resolutions in advance of the 2024 Annual Educational Conference.

### **RECOGNITION OF PUBLIC PRESENT**

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

Darla Hamilton, 2792 Meadowbrook Boulevard, was present to question the process of the township's regional comprehensive plan, as well as traffic concerns on Meadowbrook Boulevard and the Locust Lane/Susquehanna Trail intersection.

Leah Frey, 2732 Meadowbrook Boulevard, was present to express stormwater concerns.

### **OTHER BUSINESS/REPORTS**

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

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

Ms. McCune requested a future meeting discussion related to the future pickleball courts at Cousler Park.

Ms. McCune requested additional information related to park building rentals as reported in the 2023 recreation and parks annual report distributed to the Board on April 9, 2024.

**APPROVAL OF VOUCHERS**

Mr. Chiaverini made a motion, seconded by Ms. McCune, to approve the payments of the vouchers as listed on the Treasurer's Checks Vouchers Lists: March 26, 2024 and April 9, 2024.

Motion carried. Ayes-4 Nays-0.

**ADJOURNMENT**

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

Respectfully submitted,

Timothy R. James, Secretary

TRJ/kah