

MANCHESTER BOROUGH MEETING AGENDA

October 10, 2022

- Approval of Agenda/Minutes
- Public Comments/Announcements
 - Ken Kennedy parking permits
- Call to order/Roll Call

COUNCIL MEMBERS

Adam Bowman
Ryan Neely
Wade Witt
Joseph Paniagua
Engineer John Rae

Dennis Howell
Bruce Almoney
Larry Weirich
Solicitor Beth Kern
Mayor Patty Witt

REPORTS

Treasurer's Report: Wendy Snyder

1. Account Balances (receipts and disbursements)/Bill Payment Approval
2. Quick Book training
3. Renew animal control retainer contract

Mayor's Report: Patricia Witt

1. Weddings- police report- safety—permits

Engineer's Report: John Rea

1. 2022 Street Maintenance (0965.4.01.56)
 - Solicited Crack Seal Update
 - Two recommended payments; S&T and Sipe's
 - August meeting Solicitor OK'd the award of the contract based on 3rd quote.
 - Council approved quote for Russel Standard (RS)
 - CSD has sent the award and received back the bonds and insurance.
 - Russel Standard updated schedule for work to be the week of October 17th.
 - Does the borough have "No Parking" signs they can post along the roadways – Yes
2. Roadway Study for Truck Restrictions – Pike, Slant, & Center Alley's (0965.4.63.00)
 - Field work completed to gather information street geometry.
 - Generating written reports and exhibits to submit to PennDOT.
 - Documents submitted to PennDOT. **Exhibit provided to Gary to order/prepare signs.**
3. Mt. Wolf Village Apartments (0965.3.13.12)
 - Refer to September 2021 Engineer's report for further history.

- Met on site with Mark Senft. And Josh Morey (Inch Co.), Cristopher Owens, PE (Gordon L. Brown Assoc. Mt. Wolf's Engineer), Wade Witt, Bruce Almoney, and Gary Cardasso. Discussed the temporary and limited use of Plane Tree Ave. Contractor is only utilizing Plane Tree Rd. for passenger vehicle access. All large truck traffic is to use the existing driveway off of Maple Street until the new entrance is created.
- Sent email to Inch & Co. on Thursday July 7th, 2022, regarding the continued use of Plane Tree Ave and dirty roads.
- **October 2022 – No Update**

4. Ordinance Review & Updates (0965.9.02.01/0965.9.05.01)

- Degradation Ordinance: Reviewing York Count & Manchester Township for comments.
- Zoning (Building) Permit:
 - Minor comments and suggestions to discuss the ordinance.
 - Fee Schedule:
 - Review of Borough's contract with Commonwealth Code – Please provide.
 - Need to set minimum fee's
 - Reviewed fee information provided by the Mayor. Plan to mark up some comments and share to finalize a new fee schedule.
- **October 2022 – No Update**

5. NEYCSA Sewer Work – Fenwick/Malvern Drive/Manhaven Drive

- Sewer line has been replaced. Final site restoration activities are taking place. Work should be completed soon. Base paving will set for about a month before final paving is completed. Final paving in the next few weeks.
- Manhaven Drive
 - Work to being the week of 9/12. Replacement of approximately 160 LF of sewer main. Letters sent to affected residents, and a copy was provided to the borough.
 - **Sewer replacement is complete. Temp paving should be placed. Final paving will be completed at a later date.**
- **Crew found a possible York Water Co. water main break in the work area. York water was notified and investigated. YWC does not believe there is an issue.**

6. October Zoning Activity Report

Solicitor's Report: (New appointed solicitor)

1. Update on Notice of Code Tree Trimming Violations (1 - Azalea Court)
2. Update on proposed Ordinance 2022 – 03 Authorizing the same person to hold the offices of Secretary and Treasurer.
3. Borough Building Security Camera Policy Resolution
4. Sale of Borough Property Resolution

President's Report: Wade Witt

1. Discussion regarding anything for the betterment of the Borough
2. Discuss Handbook
3. Discuss Budget

Park and Recreation Report: Joseph Paniagua, Wade Witt

* Discussion of any issues/matters about Manchester Park

Maintenance/Street Report: Gary Cardasso

Building Report

1. Dennis Howell – Building Committee Report

Council/Miscellaneous Items:

1. Unfinished Business -

- Discussion and if needed a motion to approve or reject a new Borough fee schedule resolution for fees and borough services.
- York County CDBG Program Applications for 2021, 22, and 23 (0965.1.00.04)
 - Refer to March 2021 Engineer's report for further history
 - Application was submitted
 - Schedule of projects has been posted. Main Street work was slated for year three – 2023
 - Discussion at last month's meeting that we'll hold off on design until we are sure the money is available. Likely a late 2022 or early 2023 design.
 - October 2022 – No Update
- Manhaven Manor Stormwater Repairs (0965.5.10.03)
 - See September 2021 Engineer's report for additional history
 - **October 2022 – No Update – Waiting on Gingrich**

2. New Business

- Larry W. Lion's Club sign
- Dennis Howell Building Committee Report
- A motion is needed to approve or reject Ordinance 2022-03 an ordinance authorizing the same person to hold the offices of Secretary and Treasurer.
- A motion is needed to approve or reject Resolution 2022-00 adopting a Security camera use policy for Manchester Borough buildings.
- A motion is needed to approve or reject Resolution 2022-00 approving the sale of Borough property.

****Enter into Executive Session to discuss personnel ****

****ADJOURNMENT****