

MANCHESTER BOROUGH COUNCIL

April 12, 2021

The Manchester Borough Council meeting was called to order by President Adam Bowman. Those attending the meeting were led in the Pledge of Allegiance. The following officials were present:

Wade Witt Larry Weirich Wayne Bush Tom Brenner
Bruce Almoney Joseph Paniagua Mayor Patricia Witt

The March 8, 2021 minutes were approved upon the motion of Wayne Bush and seconded by Bruce Almoney. All agreed.

TREASURER'S REPORT – Jane Ahrens

The General Checking Account (M&T Bank) balance as of March 1, 2021 was \$127,028.84. Receipts for the month were \$65,306.91. Disbursements for the month of March were \$58,684.58 leaving a balance in the checking account of \$133,651.17 at the end of the month. The 3/31/21 balance in the Santander Money Market Account is \$453,762.69 reflecting \$38.54 in interest, at a rate of .10%. The PLGIT Accounts were also reviewed for the month of March. Council approved the financial reports on the motion of Wade Witt and seconded by Larry Weirich. All agreed. Dean Fink, (Borough resident guest) then asked for a copy of the Borough's financial information and account ledgers because he lives in the Borough and would like to know how his money is being spent. Per solicitor, as long as he submits properly with a right-to know paper to the Borough, they will then in turn send that to the solicitor's office for review (i.e., no account or routing numbers shown), before they can be released to Mr. Fink.

Bills were reviewed for payment that totaled \$55,269.02 was approved by Council, motioned by Wayne Bush and seconded by Wade Witt. All agreed.

GUESTS

- Judy Hilliard
- Rachael Gromling and her daughter, Kim Perone.
- Joe Stevens, Fire Chief - Reported that for the month of March there were 28 calls/1 civilian injury which sustained a minor burn in a house fire; a total estimated loss for March is \$151,500.00. He mentioned that they are working towards having the social hall open and available for rentals hopefully by June. They will be having a rib barbecue scheduled for Saturday, May 22nd. He is also hoping that starting on May 26th they will see the return of the Wednesday night food trucks.

- Darryl Main – President, Mt Wolf Borough – Was here to approach council on their thoughts about the dissolution of the NEYCSA Intermunicipal Agreement and the proposed change agreement from East Manchester Township they are requiring 2/3 of the municipalities to agree to dissolve as well as going off the revenue. His question to council is, will we allow a 2/3 majority to dictate dissolution and allow the last 24 months of revenue be used as the indicator? Per Darryl, he says that the revenue is what it is, but he thinks for dissolution it should be an affirmative vote by each municipality not just 2 out of the 3. And because it is a 10-year agreement, he is fearful that down the road they may try to sway one municipality to join them over another. This is what he is suggesting to his council. Judy then mentioned that as of April 1st, the paying of surcharges has expired and there will now be six (6) districts instead of the original four (4). Per John Rea, he said he does not know for sure, but chances are that they are not trying to punish the residences but if a big developer comes in, they will have to pay for all the upgrades themselves. So, this will push the improvement fees onto the developer that are trying to build those large projects as opposed to coming down and affecting the other residences that are already on the system. Per Adam, he said he agrees with what Darryl is saying and said that he will read over it to help him get a better understanding and sometime council will get ahold of each other and go further into it. Per Darryl, since our council is not voting on this at tonight's meeting, he will table this and discuss this in May.

- Cathy Musser (437 York St), Tim Smith (441 York St), Victor & Nancy Mills (141 Musser St) and Dean Fink (445 York St) – they were here to approach council about having the alley next to Beshore & Koller paved. As well as putting in speedhumps on Buttermint Lane to try and help reduce the speeding on that roadway. Per Wade, he researched how to adopt an alley and part of the stipulation of obtaining ownership is that you need to be able to get a vehicle up to at least 35 MPH in order for it to be considered adoptable. And as for reducing the speed, Wade mentioned to Mr. Fink that there are guidelines that the Borough must follow due to state regulations in order to make that happen. Per John Rea, since Buttermint Lane is a paved roadway and even though it does not have a posted speed limit sign, there is still a state mandated speed limit of 35 MPH on that road or any other non-posted road in Pennsylvania. His recommendation is to call the police, have them come out and park in a driveway during the times that it is known to be a perpetual problem because they are the ones who can regulate the speed and hand out tickets. After further discussion it was concluded that the Borough is willing to consider looking into installing speedhumps on Buttermint Lane. Per John Rea, as for the alley, they will need to do a survey of the whole Borough. We will then figure out if that stretch of unadopted alley is in or out of the Borough and will then have to work out the legal side with the township and finally establish ownership. We will also talk to our solicitor.

MAYOR - Patricia Witt

- She wanted to discuss that our building doors may not be wheelchair accessible and would need to be ADA compliant. Per Wayne, it does not need to be compliant since we are not building a new structure, but it would still be nice to have that. Per Adam, he thought that the doors were already wide enough, and it would require using a tape measure to determine the width.

- She asked Gary about when the crosswalk and curb painting will take place. He said that the three (3) intersections are being done next week and the rest will be done whenever they get to them. She also questioned him regarding the street sweeping. He said sometime in May (possibly the second week of

May) but does not have a confirmed date as of yet and will let Wade know so he can put in on the Borough's website.

- Lastly, she wanted to discuss the permit fees for the school. She mentioned that one of the contractor's is a little upset about the cost of the Borough's permit. The building permit total was \$17,894,000 making our permit \$89,470. The fee is based on \$5 per \$1,000 and it is their responsibility to contact the office and obtain the permit fee schedule. Per John Rea, the contractor was not upset with the fee, but he was unaware of the Borough and Commonwealth being separate. He (John) said that our fee is high enough that it would cover both Commonwealth's fee plus ours. He suggests that each permit be treated separate, and the Borough will collect \$5 per \$1,000 on each of those based on the price that they gave the school, and each will incur a Commonwealth Code review and a bill. So out of the fees we charge, the contractor will pay us, and we will then in turn pay Commonwealth Code for that particular review. He wanted to confirm with the solicitor that this is the correct way because he does not want to spend our money if it is not ours to be given away.

ENGINEER'S REPORT – John Rea

- **2021 Street Maintenance** – Crack sealing, bid limit under \$21,300 and planning for 3 quotes. And mentioned that he received council's comments from the secretary on areas they found while driving around the Borough. He said that most of those areas noted are crack sealing, he suggested that after the meeting if there is time to go over and list the roads that we want to crack seal and review rough spots that need patching.
- **Roadway Restrictions** – Per Shane, now that he knows that it is restricting no trucks over 30 ft, he can have this done quickly because he has a draft written up and it was given to John Baranski. Per John Rea, this should be available at next month's meeting.
- **Crosswalks at the Square** – He spoke with Will Clark, YCPC traffic division, and mentioned that the Main St/Maple St intersection was removed from the I83 Exit 26 impact study. It was now moved to the County Prioritization Schedule for intersections. Estimates no action to be taken by the state or county for at least 15 years unless something drastic changes. So, if we get the CDBG money and the Borough wants to make changes to the crosswalks at the square it seems like it will be money well spent and that no one will come in and tear it apart a few years down the road.
- **Mt. Wolf Village Apartments** – Penn Dot scoping information sent in February. CSD reviewed and agrees with the comments made by Christopher Owens, from Gordon Brown's office. The Borough should provide some response to the information along with any other additional concerns they may have about the following:
 - **Roadway and study intersection/ Known congestions areas:**
 - N Hartman St. and Maple St.
 - Main St. and Maple St.
 - **Safety concerns:**
 - Student/ pedestrian crossing activity at Hartman St.
 - Additional sidewalks along Plan Tree Avenue

After some discussion, John Rea will draft two (2) separate letters addressing our concerns, send to the Borough for review and signature(s) and then send them to the proper authorities.

- **York County CDBG Program Applications for 2021, 2022 and 2023** – Application was submitted and waiting for awards. No update for April.

- **Manchester Street – NEYCSA** – Terry to be in the area this week. He will coordinate once he has his time/schedule if council would like to go and look at the area where potentially they will install some underdrain (French drain) to relieve the groundwater into the stream.

- **MS4** – Was completed on March 18th at the Borough office. Jessica is conducting similar trainings for other clients. She is compiling questions and helpful documents based off these trainings and will provide them to all CSD clients. He mentioned that he had sent the secretary a pdf of the presentation that was shown if anyone would like a copy.

- **NEYCSA Chapter 94 Report** – We are to continue to notify CSD of any new building permit requests that will require sewer EDU's.

- **2019/2020 CDBG Project – East Parkview St.** – Gingrich has a punch list to complete this spring. He also said that he will see that they put more grass seed and straw down in that area to fill in the empty spots where there is no grass growing.

- **Manhaven Manor Stormwater Repairs** – Continuing to wait for Gingrich to finish grading Pond 1. It is on their "to-do" schedule for this month. John Rea requested a call with two or more days' notice before starting the work, so he has time to notify the Borough.

- **Manhaven Manor Inlet- 455 Crossing Way** – Per Adam, work is completed (concrete and dirt) but just waiting for the weather to clear up to lay down grass seed.

- **Ordinance Review & Updates** –

- 1) **Degradation Ordinance:** Reviewing York City and Manchester Township for comments.

- 2) **Zoning (building) Permit:** Ordinance is okay – recommends that the permit applications and fee schedule be revised for usefulness and clarity. He will have something for next month's meeting for councils' review for opinions or other recommendations that they may have.

SOLICITOR'S REPORT – Shane Rohrbaugh (in John Baranski's absence)

- He will make sure that John will bring the draft ordinance for the "No Truck Over 30 ft" sign for next month's meeting.

- He will also make John aware of the speeding issue that the residences are having on Buttermint Lane.

- He mentioned that the Food Truck Ordinance 2021-2 was advertised and would like a motion from council approving the ordinance if there are no changes. Per Adam, he mentioned that organizations like the Boy/Girl Scouts, Churches, and Fire/EMS (all nonprofit) are exempt from the fees. Motion made by Wayne Bush and seconded by Bruce Almoney. All agreed.

MISCELLANEOUS

- Wade mentioned that last year there was a resident on Circle Drive that he thinks we did not resolve his issue with the weeds growing beside his house. The resident says it is all crab grass along with sticks

and looks like a desert and no green grass. Wade asked if this was something the Borough would like to handle? Per Adam, we are to talk to Neil Gingrich about this issue.

- Gary mentioned that the Crossings Way inlet is completed except for laying grass seed but noticed another sinkhole and that the resident is now directing the box in his driveway that he put in towards it, he has water coming out of it and is now above the ground and that it is washing away towards the box. Per Adam, he wants to make council aware of this. Per John Rea, our responsibility is just the storm water and if it is his pipe, carrying his water and erodes his yard, it is his responsibility. Per Adam, if there is any more erosion that is not our issue to handle because the box has been fixed. And same way for the residences (side/ backyard neighbors) that have water coming down the hill and if that washes that out it will not be our issue to fix. Gary then went on to mention that he looked into possible new trucks that he had discussed in November's meeting. But after looking at a few options, it was decided on a 2021 Dodge 5500 flatbed with a v-box, leaf box and snowplow already to go that would cost \$100,038.00. Financing for this will be \$40,000.00 due at lease signing. Then five (5) annual payments of \$13,412.00 with \$1.00 due at the end to buy out the lease. This truck will be 60% owned by liquid fuels and 40% by the Borough. Whenever the truck is sold, 60% of the sale price goes back into liquid fuels and 40% goes back to the Borough. A motion to purchase the new truck, including the payment option was made by Wayne Bush and seconded by Wade Witt. Council agreed, except for Larry Weirich who opposed.

- Wayne brought up that the stormwater drain at Maple/Hartman is clogged and needed cleaned.

- A discussion was had about having Glen Rock Green come out and spray the square again for weeds but not to use fertilizer. A motion to use them again was made by Wayne Bush and seconded by Wade Witt. All agreed.

- Wade changed the website from Treysta to Bluepost. Treysta was charging us \$149/yr. for the website and that we were charged \$30 for them to create a release ticket for the release of our website domain that we own in order for it to be switched over to Bluepost. So, every time we contact them, they charge a \$30 fee. Bluepost will charge \$292 for the next three (3) years, which is about \$97.52/yr. verses the \$149/yr. that Treysta charges. After the third year it will however go up to its regular price, but it should still be under Treysta's yearly fee of \$149.00. He also mentioned that he created all the email addresses for everyone that was on the old one and they are working fine. And as of now he can now update anything on the Borough's website himself. Per Adam, he suggested getting a back up to learn this so in case of Wade's absence someone can fill in and that way things here do not have to stop.

Entered into an Executive Session from 9:30pm - 9:35pm to discuss personnel. A motion to hire new treasurer was made by Wayne Bush and seconded by Larry Weirich. Council agreed, except for Tom Brenner who opposed.

A motion to adjourn at 9:35 PM was made by Tom Brenner and seconded by Wayne Bush. All agreed.

Respectfully Submitted,

Mari Strayer