

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

April 13, 2026

7:00 PM

MONTHLY MEETING

- I. President Bradford A. Price called the meeting to order and led with the Pledge of Allegiance
- II. Roll Call was performed by the secretary
 - Members Present – Emily Mumma, Sonja Comegna, Ronald Gembic, Jennifer Reiner, Bradford Price, Larry Weirich, Solicitor Courtney Buechler, Engineer John Rea, and Mayor Judy Vance
- III. Approve or Amend Minutes
 - A motion was made by Emily Mumma to approve March 09, 2026 council meeting minutes as drafted. Sonja Comegna seconded the motion, and the motion carried unanimously.
- IV. Public Comments
 - None
- V. Fire Services Report
 - Chief Joseph Stevens reported 22 calls, \$2,000 in loss, and 0 injuries. The shrimp feed went well and was sold out. April 26, 2026 the rib and wing fest will be held.
- VI. Treasurer's Report
 - A motion was made by Jeffrey Gewertz to approve the treasurer's report as presented. Larry Weirich seconded the motion, and the motion was carried unanimously.
- VII. Public Works
 - The monthly report was provided. Nothing of significance to report.
- VIII. Mayors Report
 - The police report and Mayor's report were provided. Mayor Vance thanked the council for their patience as she adjusts to her new role as Mayor. A meeting for PPU understanding with Chief Damon will be held on Tuesday. Information to be provided to council at the April council meeting.
- IX. Zoning, Code Enforcement and Permits
 - Report on Code Enforcement provided. Junk violations are increasing and are being addressed individually.
- X. Engineer's Report
 - NESD LD Plan Review (0965.3.14.14) – NESD did provide C.S. Davidson with updated plans. C.S. Davidson provided a comment letter in response to NESD. Those comments are being addressed and will be returned.
 - AutoZone LD Plan Review (0965.3.01.01) – Applicant provided revised plans. Review letters in the council packet. Thomas Pugsley presented the project to the council.
 - A motion was made by Jeffrey Gewertz for Conditional Approval of the LD and Stormwater Submissions for the proposed construction of plans

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pending final review and acceptance by C.S. Davidson of all remaining comments. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.

- A motion was made by Jeffrey Gewertz for a waiver for Plan Sheet size 24x36. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- A motion for a plan scale waiver was made by Jeffrey Gewertz. The motion was seconded by Emily Mumma, and the motion was carried unanimously.
- A motion was made by Jeffrey Gewertz to approve the waiver request for the storm water basin setback. The motion was seconded by Emily Mumma and the motion was carried unanimously.

- PA Small Water & Sewer Program – DCED Grant Funding (0965.5.10.04) Manhaven Manor – Edgeboro & Farm Lane – C.S. Davidson has started plans and specifications. The survey is scheduled to confirm field conditions.
- Gross Property Subdivision (0965.3.07.03) – Drawings are updated and working on submission to E. Manchester Twp. Plans to attend the May meeting.
- 2025 CDBG – N Main St. ADA Ramps (0965.4.66.00) – Meeting to discuss cooperation with Rutter’s will be held on 04/14/26
- Manchester Community Park – Working to prepare a DCNR C2P2 Grant for restoration and repairs to the basketball/tennis/pickleball courts.
 - A motion by Jeffrey Gewertz was made to approve Resolution 2026-09 to approve the DCNR C2P2 Grant Application, and funding grant match letter submission by C.S. Davidson. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- Misc. Items – Columbia Gas (Kinsley) has been working on the gas main line replacement. C.S. Davidson inspector will remain checking in. Meeting with Tiffany and the resident to review a stormwater concern on Crossings Way.

XI. Solicitor’s Report

- Municipal Primer and Municipal Night information will be sent via email.

XII. Manager’s Report

- Budget preparation for new proposed projects and planning to be presented throughout each upcoming council meeting to gauge interest.

XIII. Recreation & Park

- Nothing reported

XIV. Correspondence

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- Nothing reported
- xv. Unfinished Business
- Recreation Building Floor Estimate from Essis and Sons Carpet One
 - A motion to approve the estimate for \$7,760.00 was made by Jeffrey Gewertz. The motion was seconded by Joseph Paniagua, and the motion was carried unanimously.
 - Manchester Ambulance Club Discussion – This topic postponed until the May council meeting.
 - Security Improvements Borough Office Estimate from UDH Group \$11,795.00.
 - A motion was made by Emily Mumma to approve the estimate for work from UDH Group for \$11,795.00. The motion was seconded by Jeffrey Gewertz, and the motion was carried unanimously.
 - A motion was made by Emily Mumma to approve installation of security/keypad on steel door by Markle Security to not exceed \$3,000. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
 - Ordinance §126-21 Discussion – This topic postponed until the May council meeting.
 - Commercial Permit Fee Schedule – This topic postponed until the May council meeting as the recommendation from Solicitor Buechler to prepare a red line draft for the council’s review.
 - Legacy Cross boring NDA – This topic postponed until the May council meeting.
 - Manchester Borough Council Meeting Start Time – The council voted and by majority vote the meeting start time will remain the same at 7 p.m.
 - Crossing Guard Safety Discussion – This item will be postponed until the May council meeting.
 - Knox Box Ordinance – This topic postponed until the May council meeting.
- xvi. New Business
- Resolution 2026-07 Adopting procedures for disposition of records
 - A motion to adopt Resolution 2026-07 as made by Jeffrey Gewertz. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.

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- Resolution 2026-08 Destruction of specified records
 - A motion was made by Jeffrey Gewertz to adopt Resolution 2026-08. The motion was seconded by Emily Mumma, and the motion was carried unanimously.
- Code §63 Animals - This topic postponed until the May council meeting.

XVII. There being no further business the council meeting was adjourned at 9:12 p.m. on a Ronald Gembic/Emily Mumma motion. The motion was carried unanimously.