

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

August 10, 2026

7:00 PM

Monthly Meeting

- I. At a regular meeting held at the Borough building, President Bradford Price called the meeting to order at 7:00 p.m.
- II. The pledge of Allegiance was given to the Flag of the United States of America
- III. Roll Call was performed by the secretary
 - Present: Emily Mumma, Ronald Gembic, Jennifer Reiner, Tiffany Mays, Jeffrey Gewertz, Bradford Price, Larry Weirich, Joseph Paniagua, Solicitor Courtney Buechler, Engineer John Rea, and Mayor Judy Vance
- IV. Approve or Amend Minutes
 - A motion was made by Emily Mumma to approve July 13, 2026 council meeting minutes as drafted and amended. Sonja Comegna seconded the motion. The motion was approved by unanimous vote.
- V. Public Comments
 - Mark Wilkins stated that he was pleased to see that the Borough was using Corish's garage to perform work on vehicles for the Borough. Mr. Wilkins also stated that he noticed that the basketball court needed crack seal where the cuts were made during repair.
 - Sonja Stockton introduced herself as a new member of the area and she is pleased to attend her first Manchester Borough Council Meeting.
- VI. Fire Services Report
 - Chief Joseph Stevens reported 35 calls, \$2,600 in loss, and 0 FF injuries during training.
- VII. Treasurer's Report
 - A motion was made by Jeffrey Gewertz and seconded by Sonja Comegna to approve the Balance Sheet as presented. The motion was approved by unanimous vote.
- VIII. Public Works
 - The monthly report was reviewed.
 - Truck #2 F-450 Repair Estimate – Corish's Garage. The truck currently was repaired by council approval, and during the repair, the truck presented another issue that would be related to operational concerns due to the trucks age and corrosion. The estimate provided by Corish's garage is only an estimate and a guaranteed price for the cost of repair cannot be given.
 - A motion was made by Jeffrey Gewertz and seconded by Sonja Comegna to approve the estimate from Corish's Garage but not to exceed \$2,500. The motion was approved by unanimous vote.
- IX. Mayors Report

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- The police report and Mayor's report were provided. Mayor Vance stated that she is still working through learning and she will provide more information next month.

x. Zoning, Code Enforcement and Permits

- Nothing to report

xi. Engineer's Report

- Auto Zone (0965.3.01.01) – AutoZone did provide a full packet of documents. Currently being reviewed by CSD to ensure all conditions have been met.
- PA Small Water & Sewer Program – DCED Grant Funding (0965.5.10.04) Final reimbursement received. Grant Closed.
- PA Small Water & Sewer Program – Manhaven Manor – Edgeboro & Farm Lane (0965.5.10.05) Low bid was received by Rogele, Inc. for a price of \$108,216.00. Rogele, Inc. has completed and returned the contract documentation. CSD will coordinate the date for the preconstruction meeting and determine a schedule. C.S. Davidson recommends a motion to execute the contract with Rogele, Inc.
 - A motion was made by Emily Mumma and seconded by Sonja Comegna to execute the contract with Rogele, Inc. The motion was approved by unanimous vote.
- Gross Property Subdivision (0965.3.07.03) – Currently waiting on an update from the Gross Family.
- 2025 CDBG – N Main St. ADA Ramps (0965.4.66.00) – Survey is scheduled to be completed on the 16 ramps. Exhibit was provided for Council's information. The design will follow the survey to prepare and submit a HOP package to PennDOT for approval. John and Tiffany to coordinate notices to the property owners that will be impacted by the project.
- 2026 Roadway Maintenance (0965.4.01.60.00) – Bid tabulation provided for review and discussion. C.S. Davison recommends a motion to approve the lowest responsive bidder, Asphalt Maintenance Solutions LLC, at \$22,500. John Rea to provide a road map for the council's review.
 - A motion was made by Jeffrey Gewertz and seconded by Joseph Paniagua to award Asphalt Maintenance Solutions LLC bid for \$22,500 for Crack Sealing.
- NEYCSA Sewer Work – Farhat is finishing up work in Mt. Wolf Borough and is anticipated to transition to Gross Alley in Manchester Borough the following week.

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- Misc. Items/Grants – DCNR reached out asking for letter of support from Manchester Athletic Association and Manchester Borough committing to a 25-year agreement rather than a 5-year agreement. Manchester Borough and Manchester Athletic Association both agreed and letters have been drafted and submitted.

xii. Solicitor's Report

- Ordinance 2026-01 Snow and Ice
 - A motion was made by Joseph Paniagua and seconded by Sonja Comegna to adopt Ordinance 2026-01 Snow and Ice. The motion was approved by unanimous vote.
- Ordinance 2026-02 Knox Box
 - A motion was made by Sonja Comegna and seconded by Jeffrey Gewertz to adopt Ordinance 2026-02 Knox Box. The motion was approved by unanimous vote.

xiii. Manager's Report

- Nothing of note

xiv. Recreation & Park

- 2027 Rental Building Rate – A consideration of increased fees will be presented at a future meeting for the Recreational Building due to updates and expenditures throughout the 2026 year.
- Dauberton Pond (Left) Vegetation Control – Wiley Landscape and Design provided an estimate for cleanup of the overgrown vegetation.
 - A motion was made by Emily Mumma and seconded by Jeffrey Gewertz to approve Wiley Landscaping for vegetation control for Dauberton Pond (Left). The motion was approved by unanimous vote.

xv. Correspondence

- York County Commissioners response regarding Municipal Official Homelessness. York County Commissioners ask that municipalities help by having a member join the coalition efforts for homelessness.

xvi. Unfinished Business

- Employee Insurance Discussion – Council discussed the possibility of offering health insurance benefits to borough employees, including the requirements, eligibility criteria, costs, and other considerations that would need to be reviewed before offering coverage. Council members stated their positions regarding eligibility requirements, including completion of any applicable probationary period, as well as meeting the required number of hours worked per week. Council also

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discussed the possibility of establishing a tiered health insurance benefit structure based on an employee's length of service with the borough. The employee handbook and policy updates to reflect the council's interests will be presented at a future meeting for their consideration.

- Manchester Borough Permitting Policy – A draft was presented to the council for their review. The Borough Manager will work with the Solicitor to align the Fee Schedule with the new Permitting Policy, so that they may be adopted at the same time.
- Commercial Permit Fee Schedule – Postponed until a future meeting.
- §63 Animals Code of Ordinance – Upon Solicitor review there has been no middle ground of how the animal's ordinance should change and what it should change to. Due to the input being so different, the zoning officer will be invited to the September council meeting to provide information from his perspective.
- Removal of Crossing Guards Discussion and Updates – Solicitor Buechler has just received an invite for discussion with the school district solicitor on Tuesday the 11th. There are no updates to be provided at this time. More updates are to be provided in September.

xvii. New Business

- Acceptance of resignation and review of application for crossing guard
 - A motion was made by Jeffrey Gewertz and seconded by Larry Weirich to accept Helen Reisinger's resignation as crossing guard. The motion was approved by unanimous vote.
 - A motion was made by Sonja Comegna and seconded by Emily Mumma to authorize the employment of Mary Homsher as a crossing guard. The motion was approved by unanimous vote.
- Residential Waste and Recycling Hauling Contract – It is to the recommendation of the Borough Manager for the Borough entering into bidding and not extend the 2-year contract with Penn Waste. There have been some complaints regarding communications and costs. The bid specs will be presented for review when they come out. The bidding is about a year out currently. Solicitor Buechler to review with the Solicitor of Mt. Wolf Borough and provide their input for future discussion. Solicitor Buechler will also provide alternatives for the bid package and will provide a draft to review at the September council meeting.
 - A motion was made by Jeffrey Gewertz and seconded by Sonja Comegna to authorize Solicitor Buechler to put together a bid specifications packet

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together for the councils review to enter bidding for Waste and Recycling.

The motion was approved by unanimous vote.

- Per capita tax Removal Discussion – Council held discussion regarding the Borough’s loss of revenue associated with the collection of the per capita tax and discussed the potential repeal of the per capita tax, with the corresponding revenue to be incorporated into the Borough’s real estate tax. The Council has desire to discuss this item during the budgeting process and council meeting.
- Employee Handbook Update – There will be drafted updates provided to the council at the October meeting for their review.
- Resolution 2026-14 – Appointing H&M Auditor for Manchester Borough.
 - A motion was made by Jeffrey Gewertz and seconded by Sonja Comegna to adopt and appointing H&M Auditors. The motion was approved by unanimous vote.
- Ordinance 2026-03 – No Turn on Red (SR921&SR181)
 - A motion was made by Sonja Comegna and seconded by Jeffrey Gewertz to authorize Ordinance 2026-03 to be advertised as drafted. The motion was approved by unanimous roll call vote.
- Cintas Uniform Proposal – Due to ongoing service issues with UniFirst, a proposal from Cintas has been provided for the council’s consideration.
 - A motion was made by Jeffrey Gewertz and seconded by Emily Mumma to authorize the Cintas Uniform Proposal. The motion was approved by unanimous vote.
- Planning Commission Vacancy – There is a vacancy on the planning commission that has been a challenge to fill. At the last planning commission meeting they could not hold official business due to no quorum. The Borough Council will ask friends and community members to gather interest in the position.

XVIII. President of Council Bradford Price called Council into Executive Session at 9:25 pm to discuss legal matters with the Solicitor. Council reconvened into public session at 9:39 pm. No official action was taken during Executive Session.

XIX. There being no further business, the meeting was adjourned at 9:39 p.m. on a Ronald Gembic, and Jeffrey Gewertz motion. The motion was approved by unanimous vote.

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Certification with Council Approval

I hereby certify that the foregoing minutes were approved by Manchester Borough Council at its meeting held on September 14, 2026, and constitute a true and accurate record of the proceedings.

Respectfully Submitted
Tiffany Mays
Borough Secretary