

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

December 08, 2025

- President Ronald Gembic called the meeting to order at 7:00 P.M. and led with the Pledge of Allegiance.
- Roll Call was performed by the Secretary

Members' Present

- Adam Bowman, Judy Vance, Jeffrey Gewertz, Jennifer Reiner, Bradford Price, Ronald Gembic, Larry Weirich, Solicitor Beth Kern, Engineer John Rea
 - Absent Members – Joseph Paniagua, and Mayor Michael Goodling

Approve or Amend Minutes

- A motion was made by Adam Bowman to approve November 10, 2025 council meeting minutes as drafted. Bradford Price seconded the motion, and the motion carried unanimously.

Public Attendance & Comments

- Northeastern School District (Jason Bottiglieri, Brian Geller, and Jamie Pratt). Superintendent Bottiglieri presented that Northeastern School District will be moving forward with Phase II of their land development project. With the current Fee Resolution set as it is, the school district would spend a significant amount on permitting fees. Northeastern School District is requesting future collaboration with Manchester Borough regarding waving some of the permit fees.
 - A motion by Adam Bowman was made to amend the agenda to include an executive session for legal questions of the solicitor. The motion was seconded by Larry Weirich, and the motion was carried unanimously.
- Hampton Woods HOA – A representative on behalf of Hampton Woods HOA presented that they would like Manchester Borough to provide leaf collection to the Hampton Woods HOA community. There was discussion on the needs and the ability for the collection of the leaves. The Borough Manager requested the historical agreement from Hampton Woods HOA with Manchester Borough for review for future discussions.

Fire Services Report:

- Chief Stevens reported 00 calls, 0 civilian injuries and no firefighter injuries and \$0,000 in loss.
- Union Fire Co. is requesting that the Borough provide an application for the volunteer firefighters to utilize to submit their tax relief request to the Borough per Ordinance 2025-01. An application was drafted by the Borough Manager.
 - Bradford Price made a motion to approve for the use of the Volunteer Fire Fighter Tax Relief Certification form. The motion was seconded by Jeffrey Gewertz, and the motion was carried unanimously.

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Treasurer's Report:

- The treasurer's report with balances of the accounts was reviewed for November 2025 and motions were made as follows:
 - A motion was made by Bradford Price to approve the November 2025 Treasurer's Report as presented. Jeffrey Gewertz seconded the motion, and the motion was carried unanimously.
- 2025 Donations – To date there have been no donations paid from Manchester Borough. Treasurer Reiner presented a donation list totaling \$39,250.00. The Borough Manager requested a donation also to be made to Troop 57 for their help in decorating the Square for Christmas.
 - Bradford Price made a motion to approve the 2025 donations presented by Treasurer Reiner to also include a \$200 donation to Troop 57. Jeffrey Gewertz seconded the motion, and the motion was carried unanimously.

Public Works:

- Monthly Report included in the council packets.

Mayor's Report:

- Police report provided in the council packets

Zoning, Codes, Permits, Concerns:

- Zoning and Enforcement reports provided in packets. Nothing new to report.

Engineer's Report:

- PA Small Water & Sewer Program (0965.5.10.04) – John Rea reported they are gathering the proper paperwork from the contractor for payment.
- Gross Property Subdivision - Deed descriptions were provided to CGA.
- 2025 CDBG – N Main St ADA Ramps (0965.4.66.00) - Contract received from County for the 2025 awarded funds. The contract from prior motion was signed and returned to York County.
- NEYCSA Work – There are two projects in the Borough: Edgeboro Dr / Farm Ln and Gross Ave at Harding St. The Contracts are being prepared and executed with Farhat Excavating, LLC. Curtis Walters asked that Sandy Circle be a point of interest for sinking due to unground sewer lines.
- York County Regional Chesapeake Bay Pollutant Reduction Plan – Intergovernmental agreement extension requires acceptance and the passing of a resolution. The resolution and agreement are prepared for the council to act on should they choose to.
 - A motion was made by Adam Bowman authorizing signing the York County Regional Chesapeake Bay Pollutant Reduction Plan Intergovernmental Agreement Amendment. The motion was seconded by Bradford Price, and the motion was carried unanimously.

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- A motion was made by Adam Bowman to adopt Resolution 2025-17 Extending the term of the amended and restated intergovernmental cooperation agreement. The motion was seconded by Bradford Price, and the motion was carried unanimously.

Solicitors' Report:

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Manager's Report:

- Nothing to report

Recreation & Park Report:

- Nothing to report

Unfinished Business:

- Security Discussions Borough Main Office – There discussion and review of the needs per conversations with YCRPD.
 - A motion was made by Bradford Price to authorize the Borough Manager to receive estimates to secure the main office vestibule as discussed. The motion was seconded by Jeffrey Gewertz, and the motion was carried unanimously.
- Manchester Borough Proposed 2026 Budget – The 2026 was advertised and displayed at the Borough Office for review and is ready for council's action.
 - A motion was made by Jeffrey Gewertz to approve the 2026 budget as presented. Bradford Price seconded the motion, and the motion was carried unanimously.
- York County Liberty Tree Location discussion postponed until the January 2025 council meeting.
- Manchester Ambulance Club – There was discussion regarding the use of funds and how the property assets were sold and who made the decision on what ambulance would be used in the Borough.
 - Jeffrey Gewertz made a motion to authorize the Solicitor to request details regarding the use of the public funds and agreement made with Well Span EMS and Northeastern EMS. Judy Vance seconded the motion, and the motion was carried unanimously.

New Business:

- A motion to Approve/Reject Treasurer Jennifer Reiner as an authorized signer on M&T General Funds, M&T Recreation Commission Bank Account, Member's 1st bank accounts, and PLGIT Bank Accounts.
 - A motion was made by Adam Bowman to authorize Treasurer Jennifer Reiner as a signer on all bank accounts for Manchester Borough. The motion was seconded by Jeffrey Gewertz, and the motion was carried unanimously.
- Crossing Guard Discussion – The Borough Manager hired Helen Reisinger as a crossing guard as of December 8, 2025. There is no further discussion required at this time.

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- §126-21 Snow and Ice Removal Discussion – There was discussion on the need to change the ordinance to allow a longer period to clear snow and ice from sidewalks within Borough limits. The Ordinance will be reviewed in the upcoming year.
- Manchester Borough Code of Ordinances discussion – President Gembic would like the Borough Council to start reviewing the Borough Code and addressing any inconsistencies or concerns throughout the 2026 year.
- Joint Statement for Fire Services Study – In order to move forward with discussions between the fire companies, the council will need to sign an agree to the joint statement provided.
 - A motion was made by to authorize the President of Council and the Borough Manager to sign the Joint Statement for Fire Services. The motion was seconded by, and the motion was carried unanimously.

The council entered an executive session at 8:48 p.m. for the purpose of There being no further business, a motion for adjournment at 8:55 P.M. was made by Adam Bowman with a 2nd from Larry Weirich. The motion carried unanimously.