

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

December 9th, 2024

7:00 PM

Monthly Meeting

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

COUNCIL MEMBERS

- Adam Bowman, Mike Jackson (Absent), Bradford Price, Wendy Snyder, Ryan Neely (Absent), Ronald Gembic, Larry Weirich, Joseph Paniagua (Absent), Solicitor Beth Kern, Engineer John Rea, Mayor Michael Goodling
- Approval of Agenda/Minutes
 - A motion was made by Adam Bowman to approve October 14, 2024 council meeting minutes as presented. Bradford Price seconded the motion, and the motion carried.

Public Citizen Comments

- Chief Joe Stevens reported 48 calls, \$0 in loss, and 0 injuries.
- Judy Hilliard stated Christmas at the Square was very nice, and there was positive feedback from the citizens.

Treasurer's Report: Wendy Snyder

- Balances of the accounts were reviewed for November 2024 and motions were made as follows:
 - General Checking Account (M&T Bank) Starting Balance \$393,431.73
 - Receipts for November 2024 \$85,479.48
 - Disbursements for November 2024 were \$111,832.37 leaving \$367,078.84
 - PLGIT Accounts:
 - General \$424.88
 - PLGIT/Reserve \$13,876.26
 - Reserve \$438,471.79
 - Liquid Fuels \$260,491.94
 - Retirement Escrow \$470.84
 - Recreation Fund \$19,810.38
 - COVID/ARPA Funds \$53,471.58
 - Members 1st Money Market \$100,490.27
 - Bill as of 12/09/2024 including payroll \$72,578.87
 - A motion was made by Adam Bowman to approve the November 2024 account balances as read and presented. Bradford Price seconded the motion, and the motion carried unanimously.
 - A motion was made by Bradford Price to approve and pay bills as presented for November 2024. Adam Bowman seconded the motion, and the motion carried.
- Adopt/reject Proposed 2025 Budget
 - A motion was made by Adam Bowman to adopt the proposed 2025 budget. The motion was seconded by Bradford Price, and the motion carried.

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

December 9th, 2024

7:00 PM

Monthly Meeting

- Misc Items - C.S. Davidson is working to provide alley information to Pennoni that was requested for Gross property access.
- H.O.P. meeting was held in November. All open H.O.P's are closed and finalized from the council's prior waiver agreements.
- Grant Opportunities
 - Bradford Price made a motion to adopt Resolution 2024-20 Requesting a Statewide Local Share Grant. The motion was seconded by Adam Bowman and the motion carried unanimously.

Solicitor's Report: Beth Kern

- Resolution 2024-23 Establishing Rees for Rental Properties. The fees were added based on the previously discussed fee amounts. The fees can be adjusted via Resolution at any time in the future.
- Drafted proposed Ordinances for compensation for the tax collector. Beth Kern provided 3 drafted options for the council's consideration. Solicitor Beth Kern noted Section 35 of the local tax collection law that authorizes the maximum compensation for elected tax collectors, not exceeding five percent of the amount collected. CGA Law was able to verify that Mount Wolf Borough only pays the county \$1.00 per tax bill collected and an hourly rate sitting fee.
 - A motion was made by Bradford Price to adopt the drafted Ordinance 2025-02 showing a 4% increase to the tax collector's wage. The motion did not carry.
 - A motion was made by Adam Bowman to move on with no further consideration to the current tax collector's rate of compensation. Ronald Gembic seconded the motion. The motion carried with a 3-1 vote. Larry Weirich abstained from the motion.

Manager's Report:

- Certificate of Occupancy violations in the Borough. Village Realty has not been sending accurate certificate of occupancy information to the Borough. Tiffany Mays asked for the council to consider a compliance letter from the Borough Solicitor requesting compliance with a reminder of the requirements.
 - A motion was made by Adam Bowman to authorize CGA Law to send a letter of compliance to Village Realty. Bradford Price seconded the motion, and the motion carried.
- The York Water Co. - The water line replacement project is still ongoing. There have been complaints about the rough patching work. Tiffany Mays reached out to The York Water contact and requested a smoother patch until final paving in the spring. Due to cut loops at the Main St./Maple St. Locations there will be repairs needed to be completed by C.M. High. Preventative maintenance repair estimate in packets.
 - A motion was made by Adam Bowman to approve the estimate and bills for C.M. High Inc. for a total of \$7,477.30. The motion was seconded by Bradford Price and the motion carried.

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

December 9th, 2024

7:00 PM

Monthly Meeting

- Adopt/Reject Resolution 2024-22 - PA 811 Proclamation
 - Adam Bowman made a motion to adopt Resolution 2024-22 PA 811 Proclamation. The motion was seconded by Bradford Price and the motion carried.
- Adopt/Reject Resolution 2024-24 - Appoint Michael Fischer as Emergency Management Coordinator for CY 2025.
 - A motion was made by Adam Bowman appointing Michael Fischer as Emergency Management Coordinator for CY 2025. The motion was seconded by Bradford Price and the motion carried.

There being no further business a motion for adjournment at 9:18 P.M. was made by Adam Bowman with a 2nd from Larry Weirich. The motion was carried.