

MANCHESTER BOROUGH MEETING MINUTES

January 09, 2023

- The Manchester Borough Council meeting was called to order by President Wade Witt.
- Those attending the meeting were led in the Pledge of Allegiance.
- Roll call was performed and the following officials were present:

Adam Bowman
Ryan Neely
Wade Witt
Joseph Paniagua
John Rea

Dennis Howell (Absent)
Bruce Almoney (Absent)
Larry Weirich
Solicitor Beth Kern
Mayor Patty Witt

- Approval of Agenda/Minutes
 - Adam Bowman motioned to approve the December 12, 2022 minutes as presented. Larry Weirich seconded the motion and the motion carried.

Public Comments/Guests:

- Eric & Cindy Gimbi – Council Interest
- Mike Stahle – Council Interest
- Kim Perone
- Ken Kennedy, Gwen Weinstein, Vanessa Slenker – Parking permits Ordinance 2008-57
- Fire Chief Joe Stevens – Union Fire Company Update

REPORTS

Treasurer's Report: Wendy Snyder

- The General Checking Account (M & T Bank) starting balance was \$456,615.95. Receipts for the month of September were \$35,136.01, Disbursements were \$74,504.39 leaving a total of \$417,247.57 in the account. Members 1st Bank Money Market Account \$454,586.01. The PLIGIT accounts were also reviewed for the month of November.
 - Ryan Neely motioned to approve the December 2022 account balances as read and presented. Larry Weirich seconded the motion and the motion carried.
 - Adam Bowman motioned to approve and pay the December 2022 bills as read and presented. Ryan Neely seconded the motion and the motion carried.
- President Wade Witt asked to review the saving account for PLIGIT interest. A concern of losing on interest gain each month. Wendy to review and present at the February meeting.
- A new vacuum with attachments is requested for the Borough Office. Wendy suggested a Shark Vacuum for \$190.00.
 - Ryan Neely motioned to approve the purchase of the \$190.00 Shark vacuum for the Borough office. Joseph Paniagua seconded the motion and the motion carried.

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Mayor's Report: Patricia Witt

- 0 Weddings to report, and police report is attached.

Engineer's Report: John Rea

- PennDOT approved the road signs for the roadway study truck restrictions for Pike, Slant and Center Alley's (0965.4.63.00) John to send Beth a copy of the traffic study.
 - Adam Bowman motioned to approve Beth Kern (Solicitor) to draft the ordinance to implement signs to reduce truck traffic for Slant and Pike Alley's. Ryan Neely seconded the motion and the motion carried.
 - What penalties will be placed on the trucks for violating the truck restrictions? Police enforcement for violation of a traffic control device from the state vehicle code.
- PA Small Water and Sewer Program Grant has been submitted. There is no planned date for notice of awards. Once a date is given John will update everyone. A copy will be given to the Secretary to file for Borough records.
- Fenwick Dr/Malvern Dr parking study (0965.4.64.00) original studies were received from YCPC. All studies that establish the same restrictions are the same. We want to make sure that the restrictions are not lifted where residents would like the parking restrictions to remain. John and Beth to meet and discuss further detail for future recommendations and steps to have this completed.
- Ordinance Review Degradation Ordinance 2000-24 to be updated for better enforcement. There have been issues with multiple companies not following proper steps before digging and job completion. C.S. Davidson to review and submit suggestions for the ordinance update. John and Tiffany to work together where needed to resolve future issues and send to Beth for legal review.
 - Tiffany to provide the Kinsley, York Water Co., Columbia Gas, and YCSWA a copy of the updated ordinance and forms once updated.
 - Police have the authority under the Borough Code to have all digging to cease until the permits have been submitted with payment to the Borough Office. 42.37
- Reviewed zoning report.

Solicitor's Report:

- No updates at this time

President's Report: Wade Witt

- With the purchase of the forklift our insurance asked for qualified training to be performed.
 - 2 quotes provided (Samento Group, Eastern Lift)
 - For safety it is imperative we train
 - Adam Bowman motioned to approve forklift training through Eastern Lift with James Smith being the trainee. Ryan Neely seconded the motion and the motion carried.
- Shop organization – 5S was started in the shop. Sorting has been on-going. Curtis Walters is overseeing this effort. An inventory list needs to be created for ordering accuracy and needs in the shop.

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- Northeastern Senior Center thank you letter was reviewed.
- Committees for the Borough
 - Due to Bruce Almoney resigning a new member is needed to fill the personnel committee vacancy. Ryan Neely volunteered to fill the vacancy.
 - Two other committees (Financial & Technology) to be created when council seats are filled.
 - Wade Witt motioned to approve the shop to report to the personnel committee. Joseph Paniagua seconded the motion and the motion carried.

Park and Recreation Report: Joseph Paniagua, Wade Witt

- No updates at this time

Maintenance/Street Report: Gary Cardasso

- Backhoe repair cost was \$4,107. Due to costs for tires and ongoing needs council to think on whether we continue with this equipment or purchase a new piece of equipment.
- Leaf season completed.
- 3 park benches in last bay to be sealed.
- Organized bay's 1 & 2, office paperwork and retention file boxes
- Snow organization completed.

Building Report

- No new updates at this time

Council/Miscellaneous Items:

Unfinished Business

- Bruce Almoney resignation (December 2022)
 - Adam Bowman motioned to accept Bruce Almoney's resignation. Ryan Neely seconded the motion and the motion carried.
 - New council member to be decided upon at the next council meeting 02/13/2023.
 - Eric Gimbi, and Mike Stahle introduced themselves and their intent of interest of becoming a council member.

New Business

- Tiffany PSAB Training for Municipal secretary and Administrator class. \$150.00 cost per class.
 - Ryan Neely motioned to approve PSAB training for Tiffany at a cost of \$150.00 for the class. Adam Bowman seconded the motion and the motion carried.
- Security camera reviewing request form reviewed. It was noted to remove the license copying section, so we do not have citizen personal information on file.

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- Recycling bid coming due provided by the YCSWA.
 - Beth Kern to reach out to Devan (Primary Solicitor) to inquire if Mount Wolf would like to be in an agreement for our refuse program and potential bid.
- Borough Code Book updates were presented.
- Statement of Financial Interest forms handed out. Due by May 1st. Tiffany will file each form online to the ethics commission.
- Ryan Neely motioned to appoint Dale Bennedick to represent Manchester Borough at Northeastern Sewer Authority for a 5-year term. Adam Bowman seconded the motion and the motion carried.
- Adam Bowman motioned to appoint Ken Cole to Planning Commission for a 3-year term. Ryan Neely seconded the motion and the motion carried.
- Adam Bowman motioned to adopt Resolution 2023-1 Levying a Tax. Ryan Neely seconded the motion and the motion carried.
 - When approving the budget in the future the Levying a tax resolution should be approved at such time.
- Tax collector suggested the \$5 tax per capita be eliminated to save costs.

There being no further business, Adam Bowman motioned to adjourn at 8:55 P.M. Ryan Neely seconded the motion, and the motion passed unanimously.

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