

MANCHESTER BOROUGH COUNCIL
June 14, 2021

The Manchester Borough Council meeting was called to order by President Adam Bowman. Those attending the meeting were led in the Pledge of Allegiance. The following officials were present:

Wade Witt (by phone until 7:15pm) Larry Weirich Mayor Patricia Witt
Bruce Almoney Joseph Paniagua (arrived late – 7:15pm)

The May 10, 2021, minutes were approved upon the motion of Bruce Almoney and seconded by Larry Weirich. All agreed.

TREASURER'S REPORT – Wendy Snyder

The General Checking Account (M&T Bank) balance as of May 1, 2021, was \$157,998.73. Receipts for the month were \$320,692.27. Disbursements for the month of May were \$88,303.58 leaving a balance in the checking account of \$390,387.42 at the end of the month. The 5/31/21 balance in the Santander Money Market Account was \$435,812.17 reflecting \$30.83 in interest, at a rate of .10%. The PLGIT Accounts were also reviewed for the month of May. Council approved the financial reports on the motion of Bruce Almoney and seconded by Wade Witt. All agreed.

- Bills were reviewed for payment that totaled \$55,012.33 was approved by Council, motioned by Bruce Almoney and seconded by Wade Witt. All agreed.
- She then asked council for approval to pay Jane's retirement fund. A motion was made by Larry Weirich and seconded by Bruce Almoney. All agreed.
- She also asked council for permission to set up online banking with M & T Bank for the Borough account(s). A motion was made by Bruce Almoney and seconded Larry Weirich. All agreed.

GUESTS

- Gary Cardasso– Maintenance
- Eric Bergstrom – 30 Sandy Circle, Manchester – (see Mayor's report)
- Judy Hilliard – Reported that the NEYCSA hired a new employee, and she is hoping to eventually get around to all of the pump stations.
- Steven Gross, Jr. – East Manchester Township – Was concerned about the "No Trucks over 30 ft" ordinance and how it may affect him and his farm, seeing as how he has multiple farm equipment and trucks that are well over the 30 ft limitation. Per Adam and the Mayor, being that his business is agricultural he is exempt from the regulations of the ordinance.

MAYOR - Patricia Witt

- She mentioned that we received the general contracting permit payment from Lobar, Inc. but not from the electrical side. She said that there were communication issues between Lobar, Inc. and the Northeastern School District on who was to pay the fee. It was decided upon that Lobar, Inc. will be paying the electrical permit fee and we should receive payment hopefully this week. We now have all of the permits for the school, all except for the sprinklers which will be a little bit later on but has no set date or time as of yet.

- She announced that on Saturday, May 22, she performed a wedding up at the square and wanted to thank the maintenance crew for doing an outstanding job of making the square look nice for the event.
- She wanted to discuss the "No Trucks" signs that were placed on Sunset Drive. She wanted to emphasize to everyone (maintenance, council, etc.) that you cannot put-up random signs and that certain studies need to be done and if not, those signs are considered illegal, and the police officers cannot enforce.
- Lastly, she wanted to address Eric Bergstrom at 30 Sandy Circle and the work she noticed that he did to his property. He removed the grass and trees next to the driveway, extending the width of it, and placed rocks down all the way back to the front of his shed (there are pictures showing this). She went to his residence and was greeted by Mr. Bergstrom's mother-in-law and told her that he would need to come down to the Borough office and complete a permit application. He came into the office and claimed that it is a rock garden and not a driveway and was not going to get a permit, so the mayor then sent him to the planning commission for further review. The planning commission agreed that he does need a permit for this type of project. The mayor then relayed their decision to Mr. Bergstrom. At which point he got upset and proceeded to say that he did not like what they said and was going to get the mayor (along with Judy Hilliard) for harassment for going to his house, beating on his door startling his mother-in-law, driving repeatedly by his residence and taking pictures. He then proceeds to address the time he saw Judy Hilliard around 9:00 PM parked in the circle along with another vehicle and refused to leave. He claimed that after ten (10) minutes he walked outside and both cars drove away. Judy stated that this happened right after the planning meeting and was for official business. The mayor then told him that they are allowed to take pictures and drive on any street(s) in the Borough, just like him, due to the fact that they are public road(s). Mr. Bergstrom did contact the Northeastern Regional Police and Officer Goodman did call the mayor on Wednesday June 9th to discuss Mr. Bergstrom's allegations. According to Mr. Bergstrom, Officer Goodman told the mayor that she cannot keep driving by his residence repeatedly, whereas the mayor said the officer had said no such thing to her. He then said that this is not about having a permit, it is about the lack of respect for him and his property. The mayor then mentioned that he has a ring doorbell and would like to see the video to verify his accusations. He was unable to furnish the footage claiming it stopped after 10 seconds of her showing up. Per the solicitor, if the planning commission is requesting him to get a permit, he will need to go to the planning commission and get on the agenda and try to convince them otherwise. The solicitor then asked if he drove on the stones and what was under the stones. He replied yes and there was dirt underneath. The solicitor then said even if the stone is on dirt, it is still considered impervious and requires a permit. Then Mr. Bergstrom began to mention that on the opposite side of his property he has a stormwater runoff issue. Per Engineer, the stormwater management ordinance indicates and/or requires stone to be considered impervious. And when it comes down to stormwater and whether you need to address it or not is based on how many square feet has been covered. For example, if the runoff on his one side of his property goes across the grass for a certain length, and if the soil is proper and the slope of the ground is proper you do not have to do anything to have it addressed because the grass actually addresses the runoff. It then can be considered and may qualify as a disconnected impervious area (DIA), and he would not have to do anything else. The only thing is according to the ordinance is that it requires you to complete the necessary paperwork showing that you created that. But once you go over a certain amount you would have to address it. Eric asked if there is a way to start this process now and address the stormwater runoff that is coming from his neighbor's house and onto his property. Terry said that the next time, they (CS Davidson) are out they will take a look at this.

ENGINEER'S REPORT – Terry Myers (in John Rea's absence)

• **2021 Street Maintenance** –

- They received three (3) bids and the bid tabulations were provided for council's review.
 - Russel Standard (Hammaker) - \$10,285.00
 - Stewart & Tate - \$14,520.00
 - Gingrich - \$15,125.00

A motion to accept/award Hammaker's bid for crack sealing and authorize a spending limit of \$16,000.00 to add more streets was made by Bruce Almoney and seconded by Joseph Paniagua. All agreed.

• There was a small amount of patching (roughly 10 square yards), and Gingrich was the only quote that they asked for and they quoted \$170/sq. yd, so it would cost \$1,700.00. A motion to accept/award Gingrich's bid for patching was made by Larry Weirich and seconded by Bruce Almoney. All agreed.

• **Roadway Restrictions** – He mentioned the map and email discussion was sent to Patty for posting. The solicitor then mentioned that we will hopefully be adopting that at tonight's meeting.

• **Crosswalks at the Square** – CDBG project scope was selected for year three (3) awards, 2023. We will start design late 2022 when conformation of funding is provided.

• **Mt. Wolf Village Apartments** – Received a response from John Seitz, traffic engineer, saying that nobody (including PennDOT) thought they should have to do the two (2) intersections (Hartman/Maple and Maple/Main) and for some reason Mt. Wolf pulled back their request for those to be done, so they will not be done at this point in time. The school district had some concerns in regard to the timing for those areas. PennDOT suggested that they have a traffic engineer to do a study on what timing changes should be and then come back to the Borough and request they file an application for a permit modification to PennDOT. Adam then asked Terry if there was a way to add four-way red lights to aid in school children crossing during peak AM/PM school hours.

• **York County CDBG Program Applications for 2021, 2022 and 2023** – Discussion at last months' meeting that we will hold off on design until we are sure the money is available. It will likely be a late 2022 or an early 2023 design.

• **Manchester Street (underdrain)** – A revised quote was received from Iron Eagle Excavating for the scope of work for \$11,150.00 and the work will **NOT** be liquid fuels eligible. A motion to accept/award Iron Eagle Excavating's bid and accepting that it needs to be paid out of general fund was made by Bruce Almoney and seconded by Larry Weirich. All agreed.

• **NEYCSA Chapter 94 Report** – We are to continue to notify CSD of any new building permits that will require sewer EDU's.

• **2019/2020 CDBG Project – East Parkview St.** – The reflectors are still on backorder and maintenance put temporary ones up until CSD can finish the project.

• **Manhaven Manor Stormwater Repairs** – June update: Still waiting on Gingrich and good weather.

• **229 S Main St (Debbie's Pizza)** – Reached out to the developer for an update. Business is still in discussion with the property owner and negotiating price. Design is on hold until this is resolved by either purchased, or an alternate is selected.

• **Ordinance Review & Updates** –

- 1) Degradation Ordinance: No update for June.
- 2) Zoning (building) Permit: Per Terry, John Rea will have documents for discussion for the July's meeting.

- **Manchester Street- Stream wall underpinning** – The budget costs are as followed:
 - **Engineering Cost** to delineate wetlands, obtain PNDI (PA Natural Diversity Inventory) clearance, site survey, base mapping, design plans, apply for a permit waiver -2 and obtain quotes from the contractors. Cost: \$5,000 -\$6,000
 - **Construction costs** - \$5,000 - \$8,000.

SOLICITOR’S REPORT – Shane Rohrbaugh (in John Baranski’s absence)

- The No Truck/Vehicle over 30 feet ordinance was to be adopted tonight but after some discussion it was decided that someone from council make a motion for the solicitor to change and break down the second column to read Main St, North, Right - All Manchester St and Main St South, Left – All Manchester St. He will email the updated ordinance to the Borough for signatures. A motion to change/clarify the ordinance was made by Bruce Almoney and seconded by Larry Weirich. All agreed.
- He discussed that John Baranski is working on the complaints in regard to the garage on Center Alley and the trash that is accumulating at the N Main St residence.
- He then mentioned that he spoke with John Baranski in reference to the NEYCSA Intermunicipal Agreement. And that he was told that they (East Manchester Twp) said their request to opt out of a surcharge; they are not going to entertain that. So that is something that John will still have to continue to try and negotiate. And as of now John Baranski has not received a new draft from the other solicitors involved.

MISCELLANEOUS

- Gary said that there will be street sweeping in the Borough June 21 – 23, 2021.
- We received our insurance policy packet from KIG and noticed that they only had two (2) of the three (3) traffic signals listed and insured and forgot to include the light(s) at Maple/Hartman. Our agent, Keith, mentioned that the coverage we have on the traffic lights may be underinsured and if that is the case, the Borough may not receive full reimbursement value in the event of a loss. After some discussion, council wanted the secretary to get in contact with Milt, from Milt’s Repair Service, and see if he can give us the value or at least point us in the right direction on how to find it and then address it at next month’s council meeting.
- We need to bring in an auditor to come and review the books after the change in treasurers from Jane Ahrens to Wendy Snyder. A motion was made by Joseph Paniagua and seconded by Bruce Almoney. All agreed.
- It was brought to council if they would like to have TruGreen spray the curbs of the Borough streets. After some discussion it was decided not to have them do it this year.

- We are getting a lot of ants and spiders in the Borough office. It was suggested that Ehrlich (they do the recreation building) come out and treat it this one time only. No motion was need but council agreed.
- Larry Weirich asked for a motion to put the new treasurer and secretary on the Santander Bank Account. A motion was made by Bruce Almoney and seconded by Joseph Paniagua. All agreed.
- Larry then suggested that the secretary get a Borough Visa or Sam's credit card since the old secretary had one. Per Adam, the secretary can be added to the Staple's card with a \$250.00 spending limit. A motion was made by Bruce Almoney and seconded by Joseph Paniagua. All Agreed.
- Larry then mentioned that the new treasurer needs to be put on the PLIGT account. After some discussion it was established that all the new treasurer has to do is have someone from council or the treasurer herself sign off the Borough minutes stating the change in treasurer's and send it back into PLGIT.
- Larry then brought up the safe deposit box at the bank and that we need to take Jane off and asked where the keys are for it. It was first thought that they were in the filing cabinet. Per Adam, he said Jane gave him the keys a few weeks back and that he may have them at his house because he went down to take inventory of it and wanted to make copies of things for office reference. Larry asked Adam what all was in it when he was there. Per Adam, there were vehicle titles but not all of them, some deeds, and an old map. Adam then asked the solicitor that there was a vehicle title for their 1975 International that they sold but he does not know when and wondered how we could have sold the vehicle if we still have the original title? Per solicitor, he does not know how that is possible and does not know how to answer that. Adam then suggested that we should get a bigger box because the one we have is not that big. He also said that the secretary should be on that account if Jane's name is coming off.
- Lastly, it was brought up about the continuous 811 emails from Columbia Gas/NiSource about removing an abandoned gas line at 208 High Street and that they are waiting for a response from Adam Bowman. Per Adam, he said that he already spoke to the guy and told him that he wants them to dig a bigger hole (3' X 5') than what they initially had planned. The secretary is to email Columbia Gas/NiSource and let them know that we give permission to have the gas company/NiSource do the work on High Street. Adam asked the solicitor if there is any way to make an ordinance against having a street tore up after it has been paved. Per solicitor, he was going to look into it.

A motion to adjourn at 8:35 PM was made by Joseph Paniagua and seconded by Larry Weirich. All agreed.

Respectfully Submitted,

Mari Strayer