

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

May 11, 2026

7:00 PM

Monthly Meeting

- I. Vice President Jeffrey Gewertz called the meeting to order and led with the Pledge of Allegiance
- II. Roll Call was performed by the secretary
 - Members Present – Sonja Comegna, Ronald Gembic, Jennifer Reiner, Jeffrey Gewertz, Larry Weirich, Solicitor Courtney Buechler, Engineer John Rea, and Mayor Judy Vance
- III. Approve or Amend Minutes
 - A motion was made by Sonja Comegna to approve April 13, 2026 council meeting minutes as drafted. Ronald Gembic seconded the motion, and the motion carried unanimously.
- IV. Public Comments
 - Mark Wilkins suggested new chairs in the council meeting room
 - Attorney Justin Tomvei representing Cold Springs Apartments in Manchester. Mr. Tomvei communicated his client's opposition to Ordinance 2025-24.
 - Michael Sherbon asked for guidance on where to locate historical data for Manchester Borough.
- V. Fire Services Report
 - Timothy Stevens reported 36 calls, \$000,000 in loss, and 0 injuries. Timothy Stevens did inform us that the burn ban could be lifted.
- VI. Treasurer's Report
 - A motion was made by Sonja Comegna to approve the treasurer's report as presented. Larry Weirich seconded the motion, and the motion was carried unanimously.
- VII. Public Works
 - The monthly report was provided.
 - Estimate for Sipe's Sealing for \$1,100 to complete the basketball court
 - A motion was made by Ronald Gembic to approve Sipe's Sealing estimate for \$1,100. Sonja Comegna seconded the motion, and the motion was carried unanimously.
 - Bad Boy Mower will need repair. The cost to not exceed \$1,500.
 - A motion was made by Sonja Comegna to approve the Bad Boy Mower repair not to exceed \$1,500. Ronald Gembic seconded the motion, and the motion was carried unanimously.
- VIII. Mayors Report
 - The police report and Mayor's report were provided. Mayor Vance noted how pleased she is with the professionalism and time and willingness to support Manchester Borough. Mayor Vance informed the council of the past intermunicipal

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sewer authority meeting. The mayor stated that she would like council to consider Borough representatives to be appointed for future sewer authority meetings. No member was appointed at this time.

IX. Zoning, Code Enforcement and Permits

- Reports provided in packets

X. Engineer's Report

- NESD LD Plan Review (0965.3.14.14) – Final documents were submitted and reviewed. All comments have been addressed.
- AutoZone LD Plan Review (0965.3.01.01) – Currently awaiting submission of documents from applicant.
- PA Small Water & Sewer Program – DCED Grant Funding (0965.5.10.04) – Working on final reimbursement and grant closeout. CSD preparing letter to J. Phillips to repair or replace items under the warranty period.
- PA Small Water & Sewer Program – Manhaven Manor – Edgeboro & Farm Lane – Plans and specifications underway. Survey is completed.
- Gross Property Subdivision (0965.3.07.03) – Drawings are updated. Making submission to E. Manchester Twp. Planning to attend the June Meeting.
- 2025 CDBG – N Main St. ADA Ramps (0965.4.66.00) – Discussion held with Rutters on Tuesday 04/14/2026. Providing cost estimates for their review.
- NEYCSA Sewer Work – Emergency repair completed by Farhat Excavating on Gross Avenue.
- Misc. Items – Columbia Gas (Kinsley) has been working on the gas main replacement. CSD inspector has been checking in. Final measurements and inspections will be sent to the Borough.
- Submitted Grants – DCNR C2P2 grant for Manchester Borough Park ADA access parking path has been submitted.

XI. Solicitor's Report

- Discussion was had regarding a spending limit for emergencies within Manchester Borough. A recommendation was made by Solicitor Buechler for a Resolution to be drafted authorizing expenditure of funds for emergency purposes only.
- Not enough comments were received regarding Ordinance §126-21, or §63 to make any updates to the documents. Solicitor Buechler encouraged the council to take time and review and provide feedback for changes.

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XII. Manager's Report

- Traffic Signal Maintenance Agreement ICGA – The contract for the ICGA is coming to an end in August 2026. If the council remains in the ICGA Manchester Borough will need to bid with the other municipalities. It is the recommendation of the Borough Manager to leave the ICGA and contract with C.M. High Inc. individually as their rates for the 2027 year only increase \$15/light.
 - A motion was made by Ronald Gembic to withdraw Manchester Borough from the Intergovernmental Cooperation Agreement for Traffic Signal Maintenance, and to contract with C.M. High Inc. individually. The motion was seconded by Joseph Paniagua, and the motion was carried unanimously.
 - A motion was made by Ronald Gembic authorizing Solicitor Buechler to draft and send withdraw correspondence regarding the intergovernmental cooperation agreement. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- C.M. High Inc. Spring Traffic Signal Maintenance Proposal
 - A motion was made by Sonja Comegna accepting the C.M. High Inc. modified annual Spring Maintenance Estimate for up to \$2,152.86. The motion was seconded by Ronald Gembic, and the motion was carried unanimously.

XIII. Recreation & Park

- A motion was made by Ronald Gembic to ratify and approve the payment of \$1,827.00 to Houseal Plumbing for emergency water leak repair services at the recreational building. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- A motion was made by Ronald Gembic to ratify and approve the payment of \$1,100.00 to Sipe's Sealing for basketball repair services at the recreational building. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- A motion was made by Ronald Gembic to approve Wiley Landscaping Estimate of \$4,450.00 for removal of a dead tree of concern on the Dauberton Path. The motion was seconded by Joseph Paniagua seconded the motion, and the motion was carried unanimously.

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xiv. Correspondence

- None

xv. Unfinished Business

- Manchester Ambulance Club Discussion – Solicitor Buechler has had communication with Attorney Meiser making her aware of the additional information being requested. This item will be postponed until the information requested is received and reviewed.
- Legacy Cross Boring NDA – CGA Law did a full review of the NDA the has been proposed. A draft will be proposed to council consider at a future meeting.
- Knox Box Ordinance – The drafted ordinance has been updated and is waiting for the Fire Chief's review. Tabled until the June Council Meeting.

xvi. New Business

- Employee Insurance Program – A discussion was held to consider interest. Estimates have been obtained and will be brought for review to the June Council Meeting.
- Northeastern York County Sewer Authority Intermunicipal Agreement – A redline drafted agreement has been provided to the council. Solicitor Buechler to review and provide a draft of amendments at the June Council Meeting.
- IWorq Management Module – Discussion was had regarding the functioning of the module, as well as where the funds would be paid from. At this time until funding take place for the 2026 year of can be shown, this topic will be tabled until it can be budgeted for in 2027.
 - A motion was made by Ronald Gembic to not consider the IWorq work management module at this time. The motion was seconded by Sonja Comegna, and the motion was carried unanimously.
- Public Works Employee – A motion was made by Ronald Gembic to approve the public works employee hire for a 90-day probationary period. The motion was seconded by Jospeh Paniagua, and the motion was carried unanimously.

xvii. Council entered Executive Session at 8:34 PM to discuss legal matters with the Borough Solicitor.

xviii. At 9:30 PM Council concluded the Executive Session and returned to the regular meeting.

xix. There being no further business the council meeting was adjourned at 9:31 p.m. on a Ronald Gembic/Joseph Paniagua motion. The motion was carried unanimously.

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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 May 11, 2026, and constitute a true and accurate record of the proceedings.

Tiffany Mays

Borough Secretary

Date: June 03, 2026