

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

November 11, 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, Joseph Paniagua, Solicitor Beth Kern, Engineer John Rea, and Mayor Michael Goodling (Absent)

Approve or Amend Minutes

- A motion was made by Adam Bowman to approve October 13, 2025 council meeting minutes as drafted. Bradford Price seconded the motion, and the motion carried unanimously.

Public Attendance & Comments

- None provided

Fire Services Report:

- Chief Stevens reported 32 calls, 1 civilian injury and no firefighter injuries and \$5,000 in loss.

Treasurer's Report:

- The treasurer's report with balances of the accounts was reviewed for October 2025 and motions were made as follows:
 - A motion was made by Bradford Price to approve the October 2025 Treasurer's Report as presented. Adam Bowman seconded the motion, and the motion was carried unanimously.
 - A motion was made by Adam Bowamn to move any excess funds greater than \$150,000 from the M&T Checking account to the PLGIT Reserve account. Judy Vance 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.

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225 S. MAIN STREET MANCHESTER, PA 17345

November 11, 2025

Engineer's Report:

- PA Small Water & Sewer Program (0965.5.10.04) – John Rea reported that final restoration is complete, and they are monitoring for stabilization and vegetation growth.
- 2025 Roadway Street Maintenance
 - Shiloh Paving Maintenance work was completed. Payment recommended for the adjusted total of \$15,785.10.
 - Larry Weirich made a motion to authorize payment to Shiloh Paving for \$15,785.10. The motion was seconded by Bradford Price and the motion carried unanimously.
 - Russell Standard Crack Sealing additional work completed. Recommend payment to Russell Standard Corp for \$19,275.00.
 - A motion was made by Bradford Price to authorize payment to Russell Standard Corp. for \$19,275.00. The motion was seconded by Jeffrey Gewertz and the motion carried unanimously.
- 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.
 - A motion was made by Adam Bowman to sign the agreement for the 2025 CDBG Curb Ramps with YCPC. The motion was seconded by Bradford Price, and the motion was carried unanimously.
- 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
- Misc - York County Regional Chesapeake Bay Pollutant Reduction Plan – Intergovernmental agreement extension requires acceptance and the passing of a resolution. The resolution will be prepared for the December 2025 council meeting.

Solicitors' Report:

- Items to report will be under new or unfinished business items. Ordinance 2025-05, Establishing the Tax Millage Rate for 2026 at 3.75 mills was prepared and advertised prior. Council may act on Ordinance 2025-05 if they choose.
- Manchester Ambulance Club Dissolution and consent – Correspondence was provided to Manchester Borough for the plan of distribution of the assets from the Manchester Ambulance Club. There was no full plan of the distribution of the assets and how the proposed numbers for each municipality and fire companies were arrived at. It is the recommendation of Solicitor Kern to engage in further inquiry as to how the numbers were determined and what basis. The decision can be taken at the December council meeting to approve the verification and consent form that has been requested.

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

November 11, 2025

Manager's Report:

- E-Code 360 Proposal for online codification
 - A motion was made by Adam Bowman to approve the E-Code 360 proposal for online codification. Judy Vance seconded the motion, and the motion was carried unanimously.
- Main Office Security Discussion – There have been growing concerns in the office due to disgruntled individuals. Jeffrey Gewertz suggested YCRPD meet with Tiffany to discuss the need to implement security measures. Lt. Archambeault to schedule time with Tiffany to do an assessment.
- SPCA Intake Policy – The new intake policy will take place in 2026. The new policy allows citizens to surrender animals rather than a specific officer.

Recreation & Park Report:

- Vandalism and security concerns discussion – There was discussion held on specific events for vandalism that occurred at the Manchester Community Park. YCRPD did identify the individuals and charges pending. YCRPD to assess the park for security needs, and Tiffany to provide an estimate from Markle Security for the December council meeting. Hours of use to be posted throughout the park for awareness, after review of the local ordinance for YCRPD to enforce.

Unfinished Business:

- Ordinance 2025-05, Establishing the Tax Millage Rate for 2026 at 3.75 mills.
 - Adam Bowman made a motion to approve and adopt Ordinance 2025-05 Establishing the Tax Millage Rate for 2026 at 3.75 mills. The motion was seconded by Jeffrey Gewertz and the motion passed unanimously. A vote was taken to confirm the motion. All council voted in favor.
- Discussion regarding pay scale of Borough Employees for 2026. Pay-scale wages proposed as follows:
 - Public Works Director \$23/hr. at 25 hrs./week, Senior Public Works Laborer \$20/hr. at 20 hrs./week, Junior Laborer \$18.50/hr. at 20 hrs./week, Treasurer \$25/hr. at 20 hrs./week, Borough Manager \$27/hr. at 32 hrs./week.
- Discussion of proposed final budget reflecting millage rate change (3.75)
 - A motion was made by Bradford Price to approve the advertising of the proposed 2026 Final Budget with the noted amendment. Judy Vance seconded the motion, and the motion was carried unanimously. A vote was taken to confirm the council's decision. All council voted in favor.
- Discussion regarding Police Provider services in the Borough

MANCHESTER BOROUGH MEETING MINUTES

225 S. MAIN STREET MANCHESTER, PA 17345

November 11, 2025

- A motion was made by Jeffrey Gewertz to allow the YCRPD to auto renew for the service agreement and services to start in 2027. Adam Bowman seconded the motion, and the motion was carried unanimously.

New Business:

- Reorganizational Meeting Discussion and Advertising of 2026 meeting dates.
 - Bradford Price made a motion to hold the reorganizational meeting and the public council meeting on January 5th 2026, and to advertise the meetings as presented. The motion was seconded by Adam Bowman and the motion carried. Ronald Gembic abstained the motion.
- Discussion taking next steps to appoint Solicitor to collect delinquent real estate taxes for 2025 and/or 2026.
 - A motion was made by Jeffrey Gewertz to authorize CGA Law Firm to collect all delinquent real estate taxes for tax years 2025 and 2026. Bradford Price seconded the motion, and the motion was carried unanimously.
- York Co. Liberty Tree location discussion – Council to present ideas for the area to plant at the December council meeting.

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.