

MANCHESTER BOROUGH COUNCIL
September 13, 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 Larry Weirich Mayor Patricia Witt
Bruce Almoney Tom Brenner Joseph Paniagua

The August 9, 2021, minutes were approved upon the motion of Wade Witt and seconded by Bruce Almoney. All agreed.

TREASURER'S REPORT – Wendy Snyder (Adam Bowman, in her absence)

The General Checking Account (M&T Bank) balance as of August 1, 2021, was \$374,935.67. Receipts for the month were \$78,972.03. Disbursements for the month of August were \$42,073.76 leaving a balance in the checking account of \$411,833.94 at the end of the month. The 8/31/21 balance in the Santander Money Market Account was \$453,903.69 reflecting \$30.84 in interest, at a rate of .10%. The PLGIT Accounts were also reviewed for the month of August. Council approved the financial reports on the motion of Wade Witt and seconded by Tom Brenner. All agreed.

Bills were reviewed for payment that totaled \$45,178.68 was approved by Council, motioned by Larry Weirich and seconded by Bruce Almoney. All agreed.

- Per Adam, the treasurer wanted to address council in regard to online bill payments to help prevent accruing any late fees. There was discussion that she could establish one (1) online account with Rutters but only on a trial basis. The only stipulation that was suggested was that the username and password are to be the **same for every Borough account** so that they can be accessed easier in the event of someone's absence. After much more discussion it was decided that it will be tabled until next month's meeting when the treasurer can be present to help further elaborate on this subject and answer any of council's questions.

GUESTS

- James Smith – Maintenance
- Alex Bowman, 223 N Main St, Manchester, PA 17345
- Joe Stevens – Fire Chief – 37 calls/0 loss or injury for the month of August. On August 14th the members completed Part 3 of their ropes and rigging refresher class. Part 3 included a hands-on scenario, moving a patient up a steep embankment using a 4:1 haul system. He then mentioned that on August 23rd they did a site safety inspection of the NEHS construction area. He also wanted to reference the recent hurricane and the volunteer efforts and hours involved. The station was staffed with no less than eight (8) people for forty-eight (48) hours, in which during those hours they responded to twenty-five (25) or more calls due to flooding. Lastly, he wanted to mention that they will be having their shrimp feed on Sunday, October 3rd and that there only a few tickets left.
- Bryan Rizzo – Chief NERPD – He mentioned that last week the York County Area Regional Police had their first official police commission meeting. He dropped off a copy of the contract to Mayor Witt at the

Borough office last week and was here to answer any questions from council. The solicitor wanted to address that the Borough was hoping to have a shorter term than the five (5) years that is being proposed. This is based on what the Borough council had previously discussed and basically wanting to see how this all plays out into the future. Per Chief Rizzo, they just used the five (5) year terms for all municipalities/boroughs as well as patrolman but if we want less than that we will just need to propose that to them. Per solicitor, he has already done that on behalf of the Borough, but he will make the proposal again. As well as sign the dissolution from the Northeastern Regional Police Department at next month's meeting after we get more information on the contract and discuss the terms of the membership agreement during our, special police merger meeting to be held on Monday, September 27, 2021, at the Borough office. Also, council is asking for more police patrol/targeting during the high schools' end of day hours (2:45pm – 3:30pm) to help reduce the speeding, reckless driving etc. in the area.

- Darryl Main – Mt Wolf Borough - He wanted to make council aware that they have purchased a used leaf box and has enough manpower this year and wants to make a schedule with us for leaf pick up. Per Gary, he spoke with Keith and both Borough's will be getting together at the beginning of October to discuss a schedule. As of now the schedule looks like it will be two (2) days here in the Borough and two (2) days in Mt. Wolf and Friday's will be a makeup day in case of rain. He will also make council aware of what the schedule will be after the meeting.
- Chris Irwin – Northern Regional Police Dept.– He was here to discuss and express his concerns with the new police charter with the Borough and to see what the Borough may be considering along with our thoughts since this is a big decision/commitment from all parties.

MAYOR - Patricia Witt

- She wanted to address that the copier in the office needs to be replaced and presented council with several quotes and is asking for a motion to purchase a new one. They decided on a HP PageWide Pro MFP 477dw from Staples for \$699.99 with a four (4) year warranty for an additional \$60.00 along with and extra toner cartridge. And if anything happens to the printer Staples will come out and repair it. A motion was made by Larry Weirich and seconded by Joseph Paniagua. All agreed.
- Lastly, she wanted to mention that the merry-go-round at the park was scrapped, and that the money received needs to go back into the recreational fund. Per Adam, they only received roughly \$4.00 for the scrap metal and will be placed into the rec fund.

ENGINEER'S REPORT – John Rea

- **2021 Street Maintenance** – Both Gingrich and Russell Standard (Hammaker) are still scheduled for late September/ early October. He mentioned that Gingrich has marked the areas for patching and Bruce will notify him when they plan to complete. Also, the additional area marked on Mason Alley will not be completed to the full depth repair as planned due to the poor condition of the remainder of the street. It will just be patching the pothole with some hot mix material.
- **Miscellaneous Paving** –
 - 1) Multiple additional areas identified by Manchester Borough maintenance in the Manhaven neighborhood. It looks like it may be a sewer related issue and that the NEYCSA will try to camera the

line to establish a problem. If there is an issue with the line, the sewer authority will fix it and then it can be paved and hopefully resolve the situation. If they do not identify an issue with the line, he wants to know if council would still like to proceed with the project and authorize Gingrich. He received a quote from Gingrich of \$7,350.00 for the repairs at the intersection of Park St and Farm Lane. If we table, the discussion till next month's meeting it will then only give Gingrich three (3) days to pave it in order to stay in the liquid fuel's eligibility window. A motion was made by Wade Witt and seconded by Tom Brenner. All agreed.

2) Chip Seal pricing: Russell Standard (Hammaker)

- Double chip seal with fog seal: under \$20,000 sq. yd
\$2.61 sq yd (chip seal) plus \$0.60 sq yd (fog seal) = \$3.21 sq yd
- Boxwood, Poplar St, N. Poplar Ct and Hemlock Ct = 12,000 sq yd = \$38,520.00

- **Manchester Street – Underdrain** – Invoice provided in the amount of \$11,150.00 by Iron Eagle. CS Davidson recommends payment for the work. A motion was made by Bruce Almoney and seconded by Larry Weirich. All agreed.

- **NEYCSA Chapter 94 Report** – NEYCSA has submitted their request letter to DEP documenting the required length of time without any overload issues. Restrictions have been lifted. No further need.

- **Manchester Street – Stream wall underpinning** – CS Davidson to hold on work until they reach out to James Leshar (PennDOT) to determine if the project is liquid fuels eligible.

- **Crosswalk at the Square** – September 2021; no update.

- **Mt. Wolf Village Apartments** – September 2021; no update.

- **York County CDBG Program Applications for 2021,2022 & 2023** – September 2021; no update.

- **2019/2020 CDBG Project – East Parkview St.** – September update: Reflectors are still on backorder.

- **Manhaven Manor Stormwater Repairs** – September update: still waiting for Gingrich and good weather.

- **Ordinance Review & Updates** – September 2021; no update.

- **229 S Main St (Debbie's Pizza)** – September 2021; no update.

- **American Rescue Plan Act** –

- Revenue loss – CS Davidson will provide example calculation and spread sheet to keep for future years. Allowed to collect for four (4) years; 2021-2024. These funds can be transferred to the general fund and used with broad discretion.

- Investments in Water, Sewer and Broadband

- October 31st annual reporting – US Treasury is to create an online standardized form to fill out and submit.

- **Miscellaneous** – (Dennis Howell 13 S Main St, Manchester, PA 17345) – John Rea wanted to discuss a topic from last month's planning commissions meeting about Mr. Howell and his interest in creating an

in-law's quarters at his residence. He mentioned that the solicitor (Shane Rohrbaugh) did a review on the Borough's ordinance(s), and it does not allow him to do what he is requesting; there is no variance or any special exceptions, and it is prohibited. He proceeded to mention that the solicitor also retrieved two (2) other ordinances as examples that deal with the provisions on in-law quarters and wanted to see if council would like to review and then perhaps change the ordinance(s) so this could be possible for the Borough residents. After some discussion, it was decided by council that they do not want to make any changes, leaving the ordinance(s) as they are.

SOLICITOR'S REPORT – John Baranski

- He wanted to let council know that he had brought a letter from the other solicitor (Shane Rohrbaugh) pertaining to a leased truck on the attorney's letterhead. It was made known that the treasurer needed it to help get the financing process moving and he gave the letter to the mayor so she can pass it onto the treasurer.
- He stated that there will be a hearing with the District Magistrate in reference to Thomas Starr, 50 N Main Street, Manchester, PA 17345, on Friday, October 8th, 2021. He is asking for the mayor (and possibly Judith Hilliard) to go along as witnesses.
- Last thing he had was to discuss the police contract and negotiating the contract term from five (5) year to one (1) year but that was covered in the guest's segment with Chief Bryan Rizzo.

MAINTENANCE- Gary Cardasso

- He mentioned that they finished the walkway around Dauberton pond.
- Lastly, he mentioned that the chassis is in, and things are looking good so far. And now that we received the letter from the solicitor we can now move forward with the financing and send out the \$40,000 down payment, which was originally due on August 16, 2021. It was then mentioned that it was never decided on which Borough account the money would come out of. After some discussion it was decided that the money is to come out of the Borough's General Fund. A motion was made by Wade Witt and seconded by Bruce Almoney. All agreed.

Entered executive session 9:15 pm back in 9:30 pm

- Entered executive session for personnel. Upon return, a motion was made to rehire secretary, Mari Strayer, at \$17.00/ hr. @ 28 hours per week. A motion was made by Wade Witt and seconded by Larry Weirich. Council agreed, except for Tom Brenner who opposed.
- A motion to approve the treasurer's 90-day review/pay raise to \$17.00/hr. was made by Joseph Paniagua and seconded Wade Witt. All agreed.
- A motion to approve bi-weekly paychecks for the Borough's hourly employees was made by Wade Witt and seconded by Bruce Almoney. All agreed.

A motion to adjourn at 9:35 pm was made by Tom Brenner and seconded by Larry Weirich. All agreed.

Respectfully Submitted,
Mari Strayer

