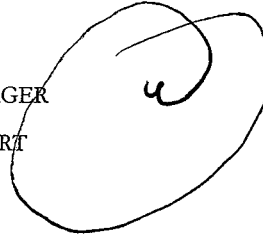

WEST MANCHESTER TOWNSHIP - INTEROFFICE MEMORANDUM

TO: BOARD OF SUPERVISORS
FROM: KELLY K. KELCH, TOWNSHIP MANAGER
SUBJECT: FEBRUARY 2024 – MANAGER'S REPORT
DATE: 2/21/2025



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- ▼ Symbol denotes the item has been updated since the last meeting.
1. ▼ Road Closure (W. Philadelphia) - As the Board was notified, W. Philadelphia Street from Diamond Street to Clinton Street was closed on January 30th for a fire hydrant repair and service replacement. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of February 27th for official ratification by the Board.

 2. ▼ Road Closure (Oxford Street) - As the Board was notified, Oxford Street from W. Philadelphia Street to Market Street will be closed on February 24th and 25th for a water main repair and replacement. By consensus, the Board agreed to the closing. This item will be placed on the agenda at the meeting of February 27th for official ratification by the Board.

 3. ▼ Emergency Services Appreciation Banquet – The West Manchester Township Fire Department will hold their Annual Appreciation Banquet on Saturday, March 1st at Wisheaven Event Center. This is a venue change from the Wyndham Garden Resort that was referenced on the original invitation. Award winners from this event will be recognized by the Board at the annual Police and Emergency Services Award Meeting to be held sometime in May. Thank you to everyone who will be attending and for all that you do for WMT.

4. Meeting with State Senator Dawn Keefer – I reached out to Sen. Keefer’s office to schedule a meeting to introduce myself and request the Senator’s support on future grants and requests for other funding that might be available which would benefit the Township. Sen. Keefer and I met on Wednesday, February 19th here at the Township office. It was a very productive meeting where Sen. Keefer re-committed herself to serving as a resource and advocate for the residents of West Manchester with not only funding, but in all areas of assistance. Prior to being elected as State Senator for the 31st District, Sen. Keefer was state representative for the 92nd legislative district and has a reputation for being extremely responsive to resident concerns. I look forward to a long and productive relationship with the Senator and her office.

5. Special Workshop Meeting – On Monday, February 17th, the West Manchester Board of Supervisors held a special public workshop meeting for the purpose of considering additional sources of income including a possible amusement tax. No official action was taken by the Board. As directed by the Board at the meeting, I will research the details of this tax in other municipalities who levy it.

6. ▼ West York Xfinity Store Grand Opening – The Board and staff were invited to the grand opening for the West York Xfinity store located at the West Manchester Town Center on Monday, February 24th. Comcast is partnering with the York County Economic Alliance to host this special ribbon-cutting ceremony with breakfast to celebrate the opening of Comcast’s West York Xfinity Store. Staff were able to network with local residents, meet community organizations and learn about the latest Xfinity and Comcast Business devices. Welcome to West Manchester Township West York Xfinity!

7. Cottontail Solar Land Development – Lightsource BP is still working on the deficiencies associated with their land development plans. Outstanding items include the conversion of the temporary parking area on Mr. Stump’s property and proving as-builts for the site. Their temporary occupancy was previously extended for an additional six (6) months as they work to complete all outstanding items. It is due to expire on March 29, 2025. I will update the Board as they work to meet the requirements.

8. Act 205 Repeal Request – As directed by the Board, I previously contacted Mayor Helfrich to request that he repeal the Act 205 tax due the City’s self-touting, positive financial position. Act 205 allows municipalities to increase their earned income tax (EIT) rate to fund their municipal pension liabilities. In 2015, the City of York approved Act 205 and increased its EIT from 1% to 1.25%. With the sale of the wastewater treatment plant to PA American Water, the city stated in several news articles that they are flush with cash and paid off many of their municipal pension obligations. If this is the case, the city should immediately repeal this tax. I have sent a follow-up to Mayor Helfrich but has still not received a response.

9. ▼ Frito Lay Meeting – The scouring work has been completed, and Frito Lay has gathered information that they have shared with PA American Water Company to support increasing the concentration of the sewer affluent that is discharged from the plant. This change is supposedly based on a Frito Lay alternative to help the environment, which also lowers their quarterly sewer bills. I have discussed this matter with the Township Engineer who has contacted PA American Water to request historical flow and sampling analysis results to use to compare against the new information they have provided. If the Board recalls, we have been experiencing odor issues from the pump stations Frito discharges to due to lack of dilution of the affluent. In addition, the Township has been spending tens of thousands of dollars per year for odor controlling chemicals. A meeting was held on Friday, January 17th to further discuss this matter. At that meeting, Frito Lay agreed that more information was needed to make a proper determination. They will continue to research the matter for a presentation to township staff at a later date.

10. Wawa’s Multimodal Grant Application – As the Board recalls, a Wawa convenient store with gas pumps has been proposed for the corner of S. Salem Church Road and Rt. 30. The Township agreed to allow the developer to apply for grants under the name of the Township to benefit the site. No obligations, financial or otherwise, will be placed on the Township for this request. As the Board was informed, the grant request was successful, and staff is working with the developer and the Township Solicitor for reimbursement.

11. ▼ Shentel GLO Fiber – Staff previously met with representatives of Shentel GLO fiber regarding the permitting and engineering stage of their cable installation in the Township. They are in the process of installing 42 miles of lines via co-location on existing poles and approximately 20 miles of underground lines, providing service opportunities to about 6,900 homes. I have requested an up-to-date service map showing the areas in which installation has been identified to-be-completed. This information has been posted on the website. Staff also continue to work with the applicant to address temporary road conditions from construction.

12. ▼ West York School District Land Development Plans – WYSD submitted land development plans for the proposed improvements to the athletic fields at the High School campus along Bannister Street and on the baseball fields at Sunset Lane Park, along Brenda Road. Both plans were tabled by the applicant at the February Planning Commission meeting. I was informed that the plan for the baseball fields along Brenda Road have been permanently tabled in order to allow the district time to evaluate other potential sites. Issues with the proposed egress point still remain and the Township Planning Commission has also requested more information regarding the chemical discharge from the turf. My understanding is that the plan will be considered by the Planning Commission at its March meeting with the intent to present the plan to the Board of Supervisors in April for action. I will keep the Board informed on this matter.

13. ▼ Township Recreation Director – On Wednesday, February 19th, staff interviewed several applicants for the position of Township Recreation Director. I am happy to announce that staff has made a conditional offer of employment to a candidate that we feel will thrive in the position. After the applicant has fulfilled the necessary conditions, we will announce their hiring on the Township website. A copy of their resume has been provided to the Board but will not be made public until such time as the vetting process is complete. Members of RAC and the Board will meet the candidate prior to the meeting of February 27th. Lori, Kristi and I were all involved in the process and unanimously agreed on the top choice. As soon as the new Director starts, we will begin the process of hiring an Assistant Recreation Director.

14. ▼ West Manchester/Dover Township Little Conewago Floodplain Mitigation Project – The Board was previously informed that the project has been approved by FEMA. The project will remove excess sediment, improve groundwater connectivity, and create a vast stream-wetland floodplain complex. Restoration efforts will restore habitats, add flood storage, reduce sediment loading, and help to process pollutants. It will also mitigate potential infrastructure failure, such as the 30-inch sanitary sewer interceptor. It will help the county reduce its annual pollutant load as well. The floodplain will be seeded with native grass, sedge, and rush mix and as such will provide stability, habitats and carbon sources. It was originally anticipated that it will take approximately 3 -6 months to process the grant and then 9-12 months to complete the project. We were also informed that FEMA will require additional permits due to disturbing the flood plain. I have been informed, however, that due to DEP changing parameters in the new MS4 reporting and moving away from sediment control and more to volume control, the project will no longer be eligible for grants from the stormwater consortium. The stormwater office is checking to see if this is the case. If so, the Township will need to reevaluate its participation and financial commitment to this project.

15. ▼ Grandview Golf Course Streambank Restoration Project – Staff met with representatives of Grandview Golf Course and Dover Township regarding a proposed streambank restoration project, which is a continuation of the one done with Dover Township for the Little Conewago Creek. The applicant has received funding from the York County Stormwater Consortium for permitting and design. This project may also become a moot point due to the new MS4 requirements. In addition, the proposed applicant stated that condemnation or private property may be needed. I will verify and inform the Board of the future of this proposal.

16. ▼ Grant Award – I am proud to announce that the Township was awarded a grant from the Commonwealth Financing Authority in the amount of \$57,500 to update the Township’s Act 537 Sewerage Facilities Plan. Thank you to Dawood Engineering and staff on their work which made this possible.