

Supervisors Organizational Meeting

January 2, 2007

Time: 7:30 P.M.

Chairman John May called the meeting to order at 7:30 in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, Jay Breneman, L. Allen Kreider and Allan Herr.

Members absent: Richard Bauder.

Staff present: Barry Smith, Bill Laudien, Mark Harris, Tom Zug, Mike Dickert, Ryan Strohecker and Rita Young.

Visitors present: See attached.

Mr. May stated the Supervisors held an executive session at 7:00 P.M. tonight to discuss a personnel matter.

Elect Positions

Temporary Chairman Breneman asked for nominations for Chairman of the Board. Mr. Kreider made a motion to nominate Mr. May for Chairman of the Board of Supervisors. Mr. Herr seconded the motion. The motion carried unanimously. Mr. May abstained.

Mr. May made a motion to elect L. Allen Kreider as Vice-Chairman. Mr. Breneman seconded the motion, which carried unanimously.

Mr. Herr made a motion to appoint Barry Smith as Secretary-Treasurer for the township. Mr. Kreider seconded the motion, which carried unanimously.

Mr. May noted the need to establish the Treasurer's Bond for the township. Mr. Breneman made a motion to establish the Treasurer's Bond in the amount of 1,500,000. for 2007. Mr. Herr seconded the motion, which carried unanimously.

Jim Huber, 113 Shannon Drive, asked the amount of the bond. Mr. May stated the amount.

Supervisors Area of Responsibility

Mr. May stated that Mr. Bauder requested a change in the area of responsibility from Planning & Zoning to Protection to Person & Property. Mr. May expressed concerns that since Mr. Bauder has been working on the Sub Division and Land Ordinance, he feels it would be best that there be no changes at this time. Mr. May made the following appointments for 2007.

Planning & Zoning – Richard Bauder & John May

Public Works – Allan Herr & L. Allen Kreider

Protection to Person & Property – Jay Breneman & Allan Herr

Fire & Emergency Services – Jay Breneman & John May

Parks & Recreation – Richard Bauder & L. Allen Kreider

Appointments

Planning Commission – Mr. Kreider made a motion to re-appoint Scott Haverstick to the Planning Commission for a 4-year term. Mr. Herr seconded the motion, which carried unanimously.

Zoning Hearing Board – Mr. Breneman made a motion to adopt Resolution 1-2007 to re-appoint Allan Granger for a 3-year term on the Zoning Hearing Board. Mr. Herr seconded the motion, which carried unanimously.

Park and Recreation Board – Mr. Kreider made a motion to appoint Elizabeth Leaman to a 5-year term on the Park and Recreation Board, seconded by Mr. Breneman. The motion carried unanimously.

Waste and Recycling Committee – Mr. Herr made a motion to appoint Connie Jackson to a 4-year term on the Waste and Recycling Committee. Mr. Kreider seconded the motion, which carried unanimously.

Solicitor – Mr. Breneman made a motion to appoint Goodman & Kenneff as the Township Solicitors. Mr. Herr seconded the motion, which carried unanimously.

Labor and Personnel Counsel – Mr. Kreider made a motion to appoint Ballard, Spahr Andrews & Ingersoll for Labor and Personnel Counsel. Mr. Breneman seconded the motion, which carried unanimously.

Engineer – Mr. Herr made a motion to appoint Buchar Horn as the Township Engineers. Mr. Kreider seconded the motion, which carried unanimously.

Traffic Engineer – Mr. Breneman made a motion to appoint Mark Henise as the Township Traffic Engineer. Mr. Herr seconded the motion.

Vacancy Board – Mr. Kreider made a motion to appoint Donna Taylor to the Vacancy Board. Mr. Herr seconded the motion, which carried unanimously.

Manager – Mr. May made a motion to re-appoint Barry Smith as the Township Manager. Mr. Herr seconded the motion, which carried unanimously.

Assistant Manager – Mr. May made a motion to re-appoint Bill Laudien as the Assistant Manager. Mr. Breneman seconded the motion, which carried unanimously.

Road Foreman – Mr. Herr made a motion to appoint Mark Harris as the Road Foreman. Mr. Breneman seconded the motion, which carried unanimously.

Zoning Officer – Mr. Kreider made a motion to appoint Bruce Ott as Zoning Officer for Manor Township. Mr. Breneman seconded the motion, which carried unanimously.

Assistant Zoning Officer – Mr. Breneman made a motion to appoint Bill Laudien as Assistant Zoning Officer. Mr. Herr seconded the motion, which carried unanimously.

Delegate to the State Convention – Mr. May made a motion to appoint Mr. Kreider as the Delegate to the State Convention. Mr. Breneman seconded the motion, which carried unanimously. Mr. Kreider abstained.

Auditor – Mr. Smith noted that Resolution 2-2007 has been properly advertised for Township Auditor. Mr. Breneman made a motion to approve Resolution 2-2007 to appoint Hess & Hess as the Township Auditors. Mr. May seconded the motion, which carried unanimously.

Traffic Commission – Mr. Kreider made a motion to appoint Tom Zug, Jay Breneman and Mark Harris to the Manor Township Traffic Commission. Mr. Herr seconded the motion, which carried unanimously. Mr. Breneman abstained.

On motion by Mr. Kreider and seconded by Mr. May, the Organizational Meeting adjourned at 7:45 P.M. Motion carried unanimously.

Manor Township Supervisor Meeting

January 2, 2007

Time: 7:30 pm

Chairman John May called the Supervisors Meeting to order. He noted that Mr. Herr, Mr. Breneman, Mr. May and Mr. Kreider were present. Mr. Bauder is absent.

Mr. May called for a respectful moment of silence for the death of President Gerald Ford.

Minutes – Mr. Breneman made a motion to approve the December 4, 2007 minutes as presented. Mr. Herr seconded the motion, which carried unanimously.

Mr. Kreider made a motion to approve the December 27, 2007 minutes as drafted. Mr. Breneman seconded the motion, which carried unanimously.

Bills – Mr. Kreider made a motion to approve the bills as listed. Mr. Herr seconded the motion, which carried unanimously.

Financial Report – Mr. Herr made a motion to approve the Financial Report as presented. Mr. Kreider seconded the motion. The motion carried unanimously.

Solicitors Report – Mr. Smith reported that Mr. Kenneff has filed a brief with the court regarding the doctrine of res judicata. He also noted that Mr. Goodman has been reviewing legal documents for the Sub Division Land Development Ordinance.

Business From the Floor

Mike Long, 2192 West Ridge Drive, asked if the Supervisors have decided anything about the petition he had submitted for the removal of the streetlights along Berkshire Rd, West Ridge Drive, and RT 741. Mr. May stated that they are in the process of having three streetlights removed on Capri Road but they do not have anything planned for West Ridge, Berkshire and RT 741 at this time. He noted that Mr. Bauder has requested that all the streetlights along arterial roads be removed from the billing of any residents, but that will take some time for review. Mr. Long stated that he was disappointed that they have not acted on his petition and this has been going on too long and it is not moral for specific residents to pay for streetlights on arterial roads.

Peter O'Donoghue, 388 Hershey Mill Road, thanked the Supervisors for checking his property in some recent rains but noted he still has a flooding problem. He presented the Board with more pictures of flooding on his property and asked that they continue to monitor the situation.

Old Business

Subdivision Land Development Ordinance – Mr. Smith stated that they are still working on the streetlight issue as it applies to new projects. He noted he has met with the consultant from Rettew and is proposing that the draft ordinance will require streetlights in developments where homeowners associations exist and they will be responsible for the funding for those streetlights. He added that in single-family projects the ordinance proposes that light standards be required in individual properties and would be the responsibility of the property owner as it is developed. He stated that streetlights to go in at intersections would be at the direction of the Supervisors. Mr. Smith asked if the Supervisors were in agreement. After some discussion on single family and multi family areas, or removal of everything in the ordinance, the Supervisors agreed on the proposal.

Police Chief Search – Mr. Smith stated that they have five candidates that are scheduled for interviews next week. He stated that Mr. Herr and Mr. Breneman will be participating in those interviews and hope to have a recommendation at the next Supervisors meeting.

New Business

Resolution 3-2007 Meeting Dates – Mr. May went over the meeting dates noting the Board of Supervisors will be held on the first Monday of each month, at 7:30 P.M. during 2007, with the exceptions of September when the meeting will be held Tuesday September 4 and November when the meeting will be held Wednesday November 7. Mr. Kreider made a motion to approve Resolution 3-2007. Mr. Herr seconded the motion, which carried unanimously.

Resolution 4-2007 Police Pension Plan – Mr. May stated that the Supervisors of Manor Township will continue the Police Pension Plan with no deductions from police salaries required. Mr. Breneman made a motion to approve Resolution 4-2007. Mr. Kreider seconded the motion, which carried unanimously.

Resolution 5-2007 Bank Depositories – Mr. May read the bank depositories as follows: Fulton Bank shall be General Fund, Capital Fund, Payroll Fund, Crossgates Sewer Fund, Street Light Fund, Tax Account Fund, Unemployment Fund and the Deferred Revenue Fund. The Bank of Lancaster County shall be the State Fund, Sewer Fund, and the Post Retirement Medical Fund. Mr. Herr made a motion to approve Resolution 5-2007 for the Bank Depositories. Mr. Kreider seconded the motion, which carried unanimously.

Resolution 6-2007 Sewage Enforcement – Mr. May stated Resolution 6-2007 appoints David L. Lockard as Sewage Enforcement Officer, Marvin Stoner as substitute officer and list the fees as follows: Sewage permit fees for single family and multi-family at \$75.00 and Commercial, recreational and institutional sewage systems and holding tanks at \$110.00. and also lists all other fees for services. Mr. Smith noted there are no increases from last year. Mr. Breneman made a motion to approve Resolution 6-2007. Mr. Herr seconded the motion, which carried unanimously.

Resolution 7-2007 Establishing Fees for 2007 - Mr. May stated this resolution sets the fees for permits, reviews, documents and services for Manor Township and remain the same as it was in 2006. Mr. Kreider made a motion to approve Resolution 7-2007. Mr. Herr seconded the motion, which carried unanimously.

Resolution 8-2007 Managers Salary – Mr. May stated that the salary for manager shall be set at \$79,100 for the year 2007. Mr. Herr made a motion to approve Resolution 8-2007. Mr. Breneman seconded the motion, which carried unanimously. Donna Bare, 107 Chestnut Grove Road, asked what the salary for manager was for 2006. Mr. May stated \$77,538.50.

Resolution 9-2007 Manor Township Sewer Rates – Mr. May stated that there will be an increase in quarterly billing rates from \$50.00 to \$55.00 effective January 2, 2007. Mr. Herr made a motion to approve Resolution 9-2007. Mr. Kreider seconded the motion, which carried unanimously.

Resolution 10-2007 Budget Certification – Mr. May noted that passing this resolution certifies the budget for 2007. Mr. Breneman made a motion to approve Resolution 10-2007. Mr. May seconded the motion, which carried unanimously.

Set Mileage Rate - Mr. May noted that the mileage rate for 2007, adopted by the IRS, will be 48.5 cents per mile for business miles driven. Mr. May made a motion to approve the standard mileage rates for 2007 as adopted by the IRS. Mr. Breneman seconded the motion, which carried unanimously.

Wheatfield Developers – Mr. May noted receiving a petition from Wheatfield Developers to rezone a parcel of land containing approximately 127 acres from R (Rural) to RH (High Density Residential). Mr. Kreider made a motion to refer the petition to the Manor Township Planning

Commission for review and have Mr. Smith send it on to the Lancaster County Planning Commission for comments. Mr. Herr seconded the motion, which carried unanimously.

VCM Partners - Mr. Smith noted that VCM Partners is requesting that their Letter of Credit from Union National Bank #2022 be released. Mr. Smith stated that the Letter of Credit has expired as of December 4, 2006, VCM Partners have met all their obligations and he recommended the release of the Letter of Credit. Mr. Kreider made a motion to release Letter of Credit #2022 Union National Bank, to VCM Partners. Mr. Breneman seconded the motion, which carried unanimously.

Act 67 and 68 Notifications – Mr. May stated the Township has received notification of Act 67 and 68 for two properties. They are Turkey Hill Dairy, Inc. for Wastewater Treatment Facility and Franklin View Farm for renewal of an NPDES permit for a concentrated Animal Feeding Operation.

Correspondence

PSATS 85th Annual State Convention Mr. May made a motion that the appropriate staff and Supervisors attend the PSATS 85th Convention with the necessary expenses paid. Mr. Kreider seconded the motion, which carried unanimously.

APMM Winter Workshop- Mr. Smith noted this management workshop and requested he be able to attend. Mr. May made a motion to approve Mr. Smith attending the APMM Winter Workshop with the necessary expenses paid. Mr. Herr seconded the motion. The motion carried unanimously.

Turf Management- Mr. Smith noted two seminars. The first being a one-day seminar for the Eastern Turf Conference, recommending Mike Dickert and Dan Funk attend and The Winter Turf and Ornamental School, recommending Mike Dickert and Dan Funk attend. Mr. Smith noted that attending these seminars aid in keeping our Parks and Maintenance personnel certified for required pesticide maintenance. Mr. Herr made a motion to approve Mike Dickert and Dan Funk attend the Eastern Turf Conference and the Winter Turf and Ornamental School, with the necessary expenses paid. Mr. Breneman seconded the motion, which carried unanimously.

Traffic Commission - Tom Zug read the Traffic Commission Report stating the meeting was held Wed. Dec. 27, 2006. He noted a request from Lisa Megargee for a pedestrian crossing at Columbia Ave. and Hershey Mill Road. He stated after letters were written, Penn Dot will not act on it, so West Hempfield will erect a crossing and Manor Township will do the same.

Police Report – Tom Zug stated that he had submitted the monthly report.

Road Foreman's Report – Mr. Harris stated that 336 loads of leaves were collected which was a drop of 70 loads from last year. He noted that the 2007 budget included the approval of the purchase of a road bank mower and he just received information that the mower is available through the PA State Contract. Mr. Harris stated that as of Feb. 1, 2007 there will be a price increase for the mower and he recommended they commit to the purchase now and the price would be locked in at \$92,938.55. Mr. Breneman made a motion to approve Mr. Harris purchase the road bank mower for \$92,938.55 through the PA State Contract. Mr. May seconded the motion, which carried. Mr. Herr excused himself from discussion and voting due to a conflict of interest.

Parks & Grounds Maintenance Report – Mr. Dickert noted they have finally stopped mowing. He stated the pavilion in the Woods Edge Park has been completed and they have removed some trees from Greider Park. They are also working on new water fountains at Charlestown Park.

Assistant Manager's Report – Mr. Laudien stated they are in the process of purchasing a new server for the computer system hoping it would be here this month. He also stated the Township calendar is being prepared and hoping that will be available for February. Mr. Laudien stated that the passes for the yard waste program will continue for 2007 and the agreement with LCSWMA has been extended for a three-year program.

Township Manager's Report – Mr. Smith stated he has submitted his monthly report and noted that the Township did receive a grant award from the PA Fish and Boat Commission, for \$3,000 to assist in developing the boat dock area at Blue Rock Road. Mr. Smith gave the Supervisors a copy of a proposal for a variety of fees when the Township bills people for services, such as storm water fees and the humane league, for their review. He noted that staff is suggesting the Supervisors consider enacting a penalty fee for unpaid bills. Mr. May asked if Staff had an estimated monthly delinquent amount. Mr. Strohecker stated an average delinquent amount from month to month would be \$5,000. Mr. Smith also stated there are two tracts of ground being considered for re-zoning at this time from Rural Zone to Commercial Zone and there is an amendment for consideration to the zoning ordinance. He stated the amendment is on hold and has not been advertised at this time because he is unsure if the Supervisors are comfortable with the amendment as it is presently stated. Mr. Smith stated if advertised now and the Supervisors would vote and if voted against, then they would occur extra expenses to start over and he asked that the Supervisors make any changes or final decisions on wording before they advertise. After some discussion, Mr. Kreider stated he has a problem with the ordinance allowing a paint shop and some other uses. He felt there would be too much noise or toxic fumes. Mr. Smith asked that the Supervisors review the ordinance and give him any changes they might want.

Building Permit Report – Mr. Kreider read the Building Permit report noting the number of permits and the amount of income from permits for the month of December.

There being no further business, Mr. Breneman made a motion to adjourn the meeting. Mr. Herr seconded the motion, which carried unanimously. The meeting adjourned at 8:30 P.M.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

February 5, 2007

7:30 P M

Chairman John May called the meeting to order at 7:30 PM in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, L. Allen Kreider, Allan Herr and Richard Bauder.

Members absent: Jay Breneman.

Staff present: Barry Smith, Bill Laudien, Mark Harris, Mike Dickert, Ryan Strohecker, and Tom Zug.

Executive Session Mr. May stated that an Executive Session was held this evening, prior to this meeting, to discuss a personnel issue and no decisions were made.

Minutes- Mr. Herr made a motion to approve the minutes from the Organizational Meeting that was held January 2, 2007. Mr. Kreider seconded the motion, which carried. Mr. Bauder abstained because he was not present at the January meeting.

Mr. Kreider made a motion to approve the regular January 2, 2007 Supervisors Minutes. Mr. May seconded the motion, which carried. Mr. Bauder abstained because he was not present at the January meeting.

Bills- Mr. Smith noted that the Township has met their obligation to the Millersville Fire Company for the purchase of their property. Mr. Herr made a motion to approve payment of the bills, seconded by Mr. Bauder. Motion carried.

Financial Report- Mr. Smith stated that the Staff has been successful in completing negotiations with the city on the formula of how to calculate the rate at which they charge the Township on gallons per day. Mr. Kreider questioned a \$150,000 entry under the General Fund. Mr. Strohecker stated it is a mistake and should be under the Capital Fund. Mr. Kreider made a motion to approve the Financial Report. Mr. Bauder seconded the motion, which carried unanimously.

Solicitors Report- Mr. Smith stated there is no solicitors report.

Business From the Floor

Peter O'Donoghue, 388 Hershey Mill Road, expressed concerns about the on going storm water problem and erosion on his property and asked what the status of the situation is. Mrs. O'Donoghue stated they have been to these meetings for months and she wants to know what the Township is doing to correct the problem. Mr. May stated they have been out to look at the area and they have not done anything so far. He noted that engineer studies indicate that the storm water construction is correct according to the storm water ordinance but he agrees that it is unacceptable the way the water is coming across onto the O'Donoghue property. Mrs. O'Donoghue expressed concerns over the number of water retention basins that have been constructed to drain into the central pipe that exits onto their property. Mr. Smith stated he believes the storm water construction is correct but they are looking at some other issues, based on comments from previous meetings. He noted he feels the flood plain along the stream has been altered and filled in and he is not sure what effect that might have on the drainage system. Mrs. O'Donoghue noted that the water previously came across the fields and crossed the road in a wider

area than it does now. Since the new development, the water is being funneled from five retention basins into one pipe to come onto their property. After some discussion, Mr. Bauder stated that he has also been out to look at this water problem and he can understand the frustration that the O'Donoghue's have. Mr. Bauder stated that he feels this is frustrating because even though the storm water plan has been approved and developed as per the storm water ordinance by the engineers and constructed to the plan, they do not have to prove that it works. Mr. Bauder also stated that even though it is frustrating, he is not sure there is anything that they can do about the situation and added that he has talked with the farmer below the O'Donoghue property and he feels that the water on his property is worse since the developments also. Mr. Kreider stated that he does not agree with the other Supervisors and in his opinion the storm water basins and design of this storm water plan is incorrect and it is not working correctly. He stated he would like to have a meeting with the management and the engineers to review the situation. Mr. Smith stated that construction is still going on, so the area will still have some changes on that project until the entire project is in a completed stage. The Supervisors did not feel that the storm water is being managed while construction from all the different developments along Hershey Mill Road is going on. Mrs. O'Donoghue asked the Board for some direction to help in this problem. She felt that if something is not done, she is going to lose some trees and have even more problems when spring comes. Mr. Bauder stated that he does not have enough information to know what the Board can do to help. Mr. May stated that he would like to have the engineers meet with the Supervisors to see what can be done about this problem. Mr. Smith noted, for a first step, he could arrange to have the township engineer from Buchart Horn come to review the plans with the Supervisors, and if at that time they are not satisfied, they could arrange further meetings.

Mike Figlio, 423 West Charlotte Street, stated that he has been informed that there is a pedestrian easement running between his property and 419 West Charlotte Street. He noted that when he recently purchased the property he was never told about any easement and his deed does not indicate anything about a public easement leading to the park area for Springdale Farms Development. He stated that after checking, he found that the original sub division plan shows four proposed walking paths. He noted that two paths were completed prior to the areas being turned over to the Township and they blend in nicely. Mr. Figlio felt the two paths already constructed were adequate access and he requested that the Township reconsider and not complete the path along his property. Mr. Kreider asked if the realtor told them about the easement. Mr. Figlio stated no. Mr. May stated it is clearly on the plans for the development and they should have been made aware of it by the settlement company they had. Jennifer Figlio stated that none of this was ever reviewed with them at the settlement for the property.

Gene Walker, 1742 Stonemill Road, expressed concerns about the streetlight in front of his property. He felt that the way the Township collects money for the streetlights is not fair and in some areas residents are paying more than they need. He also noted that the residents across from him on Stonemill Road do not pay for the streetlight and they are within the 250'. He stated that he had brought this to the Townships attention last year and it is still not corrected. He also stated that years ago when the streetlight was installed in 1964, the Township told him they were putting the light up on his property at the intersection of Colonial Manor Drive and Stonemill Road to light up the intersection and he would not be charged for it. Mr. Kreider stated that as far as he is concerned, the whole streetlight ordinance for Manor Township has to be reworked and he is tired of trying to get this straightened out. He wants more information from management. Mr. Bauder added that the streetlight problem came about because the cost of electric has gone so high and these are the steps they took to help with that. He added that the new sub division ordinance they

are working on will include language that will require the developers to put security lighting on individual homes rather than have streetlights maintained by PPL. He stated the current fee assessed to individual homeowners is all the same regardless of how many people in any area pay. It may seem unfair but he feels it averages out. Mr. Bauder stated that he is ready to put the streetlight expense back into the General Fund for 2008 because he feels the new sub division ordinance will take care of it. Mr. Kreider agreed that the ordinance will take care of it in the future but it will not help now. Mr. Kreider noted that he has changed his mind also and feels the Township has the resources to put the streetlight cost back into the General Fund.

Mike Long, 2192 West Ridge Drive, stated he has been here for the past several months complaining about the streetlight assessment and now he is glad to hear the comments of trying to do something about the streetlights. He agreed that some people are paying more than their fair share of the streetlight tax and the tax should be put back into the General Fund. He felt the program should be reviewed, get rid of unnecessary streetlights and put the cost back into the budget. Mr. Bauder stated they cannot accomplish that for 2007, but he is hoping that the cost of streetlights will be included in the 2008 budget for the Township.

Old Business

Sub Division Land Ordinance Update – Mr. Smith stated the consultant has the necessary documentation completed, with the exception of the final numbers for the open space plan.

Police Chief Search – Mr. Smith stated that interviews have been completed and Staff does have one individual for recommendation. He noted they will be setting times up for the Board to meet with the candidate and hopefully they will be moving forward with conditions of employment shortly.

New Business

Resolution #11-2007 Chief Reeve – Chairman John May read the Resolution that the Board of Supervisors of Manor Township Congratulate and Recognize James E. Reeve, hired March 1971, promoted to Sergeant in January 1974, Lieutenant in January 2001, and Chief in February of 2001, for exceptional leadership and service for the Police Department and the citizens of Manor Township. Mr. Kreider made a motion to adopt Resolution #11-2007, seconded by Mr. Herr. The motion carried unanimously.

Fire Company Reports – John Berkenbine, West Lancaster Fire Company, reported that their fire company had 262 calls for 2006 and 174 were in Manor Township. He stated their total operating expenses were \$97,189.00. Keith Eshleman, Millersville Fire Company, noted his report was provided earlier and he thanked the Supervisors for their support and express the sincere appreciation for the Township Manager, the Road Foreman, and the Police Department. He noted they had more runs last year than any previous year.

Murry/Sher-Wal Rezoning - Mr. Smith stated this request is to amend the zoning map by changing two tracts of land currently zoned General Commercial to High Density Residential Flex Zone. The tracts are owned by Murry/Sher-Wal. Mr. Smith noted that this has been before the Board before as a petition, at which time they forwarded it to the Manor Township Planning Commission along with the Lancaster County Planning Commission for comments. The MTPC did not provide a recommendation due to a 3 to 3 vote. Mr. Bill Murry, Murry/Sher-Wal, stated as the petitioner he is requesting the rezoning. Mr. Jeff Burkhart, David Miller Associates, explained this request is a 2.4 acre tract, in the front end of Woods Edge Development, but behind business on Columbia Avenue. He noted current zoning uses and what the flex zone would allow. He stated

the current zoning does not fit the location anymore and stated they have not heard any negative comments from the County on this zoning change. Mr. Murry presented aerial photos showing the location of the site and explained how he would like to develop these two sites with a condominium project. Mr. May noted comments from 2006 LCPC where they recommend that the change be postponed because of the pending Regional Comprehensive Plan and stated he agrees with that. Mr. Kreider stated it is his understanding, that the residents of Woods Edge are opposed to the zoning change and they would rather the two tracts of ground remain General Commercial. Mr. Herr agreed that we should wait until a later date to make a determination on this. Mr. Bauder also agreed.

Dan Deiter, 3174 Cornerstone Drive, stated he lives right across from the property where they are requesting the zoning change. He noted that he was not in favor of the zoning change and felt that if townhouses were put in, they would be very close to the noise of the business they would back up against.

George Elco, 3126 Windon Avenue, asked why the statement was made that the tracts are unsuitable today for the way they were zoned. Mr. Burkhardt stated because the definition of the ordinance for general commercial is tracts that are located along major corridors that would be easily accessible to commuter type traffic.

Yvonne Crouse, 785 Stehman Church Road, stated she feels that Manor Township does not have much commercial area left and it would be in the best interest of the Township to keep it zoned the way it is. She noted that Manor Township has very few commercial areas available and she feels this is a perfect location for it, plus the township would benefit in the tax base by keeping it commercial.

Mr. Bauder stated the largest tax base for commercial that Manor Township has is from the Lancaster County Solid Waste Authority but he agrees that we should still be careful with the remaining commercial property we have in the Township for the future. Mr. Herr agreed we should build the commercial tax base. Mr. Kreider asked Mr. Burkhardt if they considered Local Commercial for the area. Mr. Murry stated yes, however no one has expressed interest in it. After some discussion, Mr. May made a motion that the zoning ordinance not be adopted at this time. Mr. Kreider seconded the motion. The motion carried unanimously.

Hess/Enterline Rezoing – Mr. Smith stated this was advertised for action on the Hess Rezoning Request, and there is also an amendment proposed from the Hess revised zoning petition for the ordinance in that zone. He noted that all parties have agreed that it would be best to act on these at the same time. He recommended that the Supervisors not act on the advertised ordinance at this time and re-advertise after comments are received. Mr. May made a motion that the Supervisors not act on the advertised ordinance. Mr. Herr seconded the motion, which carried unanimously.

Revised Zoning Petition J. Glenn and Rose Mary Hess – Mr. Smith explained that this is a revised petition, which indicates the proposed changes to the original petition. Mr. May made a motion to have the staff and solicitor prepare an ordinance based on the petition and forward the ordinance to the Manor Township Planning Commission and the Lancaster County Planning Commission. Mr. Kreider seconded the motion, which carried unanimously.

Letter of Credit – Woods Edge Phase II Section 2A – Mr. Smith noted that a final inspection for this revealed several deficiencies such as sidewalks. The developer has been made aware of the necessary corrections. Mr. Herr made a motion to retain the Letter of Credit for Woods Edge Phase II Section 2A until the necessary corrections are completed. Mr. Bauder seconded the motion, which carried unanimously.

Columbia Water Letter of Credit – Mr. Smith noted the inspections have been made and all areas are found to be satisfactory. Mr. May made a motion to release the Letter of Credit with Fulton Bank, for the Columbia Water Company. Mr. Herr seconded the motion, which carried unanimously.

Parkfield Phase II Improvement Guarantee Agreement – Mr. Smith stated all documents have been reviewed and he recommended they accept and sign the agreement. Mr. Herr made a motion to accept and sign the Improvement Guarantee Agreement for Parkfield Phase II and accept the Fulton Bank Letter of Credit Number D004312. Mr. Kreider seconded the motion, which carried unanimously.

Act 67 and 68 Notification – Mr. May stated this is notification of Act 67 and 68 that Joel Frey is applying for a permit application for a CAFO for a pullet operation. Mr. Kreider questioned the source of water for this operation.

Delinquent Payment Penalty Policy – Mr. May stated this is consideration for a policy for payment in delinquent bills sent from the Township and it does not pertain to property tax bills or the light tax bills. He noted this would only be for bills sent out by the Township for services such as fees to developers. Mr. Smith noted at this time we have no policy and they are recommending 10% penalty for any unpaid bill over 30 days. Mr. Bauder felt this was high and wanted to amend it to 2%. Mr. Herr noted that the 10% is a pretty standard penalty. After some discussion, Mr. May made a motion to adopt the penalty policy at 10% after 30 days for unpaid bills. Mr. Herr seconded the motion. The motion carried with a 3 to 1 vote, with Mr. Bauder opposed.

Correspondence

Mr. Smith listed the following requests for training.

PELRAS Convention – request for Mr. Smith attending with necessary expenses paid.

PA Leadership Training - requesting the appropriate personnel attend with expenses paid.

Professional Pest Manager's School – request for Mike Dickert, Dan Funk, Mark Harris and Ron Shenk to attend with the necessary expenses paid.

Crossmatch Technologies – request for Officer Mark Burkholder attend this seminar with necessary expenses paid.

Mr. Herr made a motion that the listed seminars be approved for the recommended personnel to attend with the necessary expenses paid. Mr. Kreider seconded the motion, which carried unanimously.

Traffic Commission

Chief Tom Zug read the minutes for the Traffic Commission, which was held January 31, 2007. He noted a request for a Stop Sign at Crossgates & Winding Creek Rds, which will be passed on for a traffic study.

Police Report

Chief Zug stated the monthly police report has been submitted to the Board.

Road Foreman's Report

Mr. Harris noted that they are currently trimming trees, chipped over 1,000. Christmas trees and have been doing maintenance to the shoulders of some roads.

Park and Grounds Maintenance Report

Mr. Dickert stated it was a warm month and they have done some weed control and tree pruning. He noted that they have been doing maintenance to equipment and installed five new park benches.

Assistant Manager's Report

Mr. Laudien noted the Township Calendar has been delivered to homes and we are hoping to install the new server in the office this month.

Township Manager's Report

Mr. Smith noted he has submitted his monthly report. He listed working on the traffic maintenance program and ways to save money. He stated Wal-Mart is expected to submit a Land Development Application and if they do, it will probably include upgrades to our traffic signals. Mr. Smith stated the Audit has been completed by Hess & Hess and the Police Union has filed two grievances for personnel matters. One is for the 12-hour shifts and the other deals with the OIC Officer in charge pay. Mr. May noted that they have received the audit from the liquid fuels.

Building Permit Report

Mr. Kreider read the Building Permit Report noting there was a total of 24 permits issued in the month of January with a dollar value of \$1,031,603.

Bids

Mr. Herr stated that due to the escalating cost of road materials, he would like to suggest that Mark Harris have the option to bid road materials a couple different ways to take advantage of different prices. The Board agreed that Mr. Harris have that latitude to do that.

There being no further business, Mr. Herr made a motion to adjourn the meeting at 8:45 PM. Mr. May seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

March 5, 2007

7:30 P M

Chairman John May called the monthly meeting to order at 7:30 PM in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, L. Allen Kreider, Allan Herr, Jay Breneman and Richard Bauder.

Staff present: Barry Smith, Interim Chief Tom Zug, Mark Harris, Bill Laudien, Mike Dickert, Ryan Strohecker and Rita Young.

Visitors present: See attached.

Executive Session – Mr. May stated that an Executive Session was held February 23, 2007 at 3:00 pm in the Manor Township Conference Room to discuss the hiring of a Police Chief.

Minutes – Mr. Kreider made a motion to approve the minutes from February 5, 2007 as submitted. Mr. Herr seconded the motion, which carried unanimously.

Bills – Mr. Breneman made a motion to approve the bills as listed. Mr. Bauder seconded the motion, which carried unanimously.

Financial Report – Mr. Kreider made a motion to approve the financial report as submitted. Mr. Herr seconded the motion, which carried unanimously.

Solicitors Report – Mr. Smith stated there is no solicitors report.

Business From the Floor

Mike Figlio, 423 W Charlotte St, stated he was in last month with concerns about a pedestrian easement between his property and his neighbor's property. The easement would be a path to the park and open space for the development. He asked if the Supervisors have considered his request to omit the pathway, which has not been constructed yet. Mr. May stated that he would like to go to the location before making any decision. He would also like comments from Mr. Dickert. The Board agreed to look at the property and have a decision for the April meeting. Mr. Smith stated that would accommodate the time schedule of the road crew also.

Dennis Mitterer, Mountville Boro Authority, presented an overview of the proposed uses of the old Mountville Elementary School building, which was given to the Boro, and will be the Mountville Regional Community Center. He stated the purpose of the building is to engage East and West Hempfield Townships, Manor Township, and Columbia and Mountville Boro in a regional community type setting where all types of activities could be held. Mr. Mitterer listed programs that will relocate to the building such as the Mountville Library. It will include youth activities and other available space for programs. He stated they are in the process of a feasibility study at this time to get the actual costs in place and they do have a grant from the Lancaster County Commissioners because the building must be brought up to code. He noted they are not asking for money at this time but are asking for support from the Township and if the Supervisors would be willing to allow them to put some type of information about the Center in the Township newsletter for this program. Mr. Bauder asked who established this authority. Mr. Mitterer stated the Mountville Boro Authority has been in existence for 70 years. Mr. Bauder asked if they have a projected cost to run the facility after all the grants and initial costs to set the center up are completed. Mr. Mitterer had a diagram of the building and stated initial cost to have the building brought up to code would be about 3 ½ to 4 million dollars and the feasibility study will define the

other costs when that is completed. Mr. May stated the Township would be glad to run an article in the newsletter for them. Mr. Smith added that they have talked about having a satellite location for the Manor Township Police located in the building also.

Elizabeth O'Donoghue, 388 Hershey Mill Road, presented a letter from neighbors about the water they have been observing in the area and she thanked the Board and Mr. Smith for the attention to the water problems that they are having on Hershey Mill Road and thanked them for taking the interest in the problem. She asked that they continue to keep working on it. Mrs. O'Donoghue also expressed a concern about the excavation with Millstone Development and Parkfield Dev. She noted that the construction company was Miller Warner and she has a concern that Mr. Miller is on the Manor Township Planning Commission and feels this could be a conflict of interest.

Joe Richey, 335 Ironstone Ridge Road, stated that in December the Township was mowing along his road and damaged some landscaping on his property. He asked what plans the Township has to correct the damage. Mr. May stated he is aware of the damage that was done beyond the right of way. Mr. Richey stated the bamboo screening he had planted got mowed off and he would like it replaced with 8-foot bamboo. Mr. Smith stated that the bamboo should come back and will grow very fast and if it does not, then the Township will determine a solution to the problem. Mr. Richey stated that they had paid a landscaper to put the bamboo in a few years ago he would like to see it replaced with at least 8-foot bamboo. Mr. May stated the Township plans to check it this spring when things start to grow and make a determination at that time.

Pat Weidinger, 2025 Manor Ridge Dr., expressed concerns with the streetlight tax that has been assessed on certain properties. He stated that it is unfair to tax certain residents for streetlights when residents from all over the Township drive on roads and receive the benefits. Mr. May stated there are three ways to pay for streetlights, that being the general fund, the 250' rule or by the front footage assessment of the property. After some discussion Mr. Weidinger stated he felt it is unfair to assess any property for a service that benefits the entire Township. Mr. Bauder stated that he did vote for the streetlight tax but he has since changed his mind. He feels the streetlight cost should be put back into the general fund but he feels there is a valid argument to both sides of this.

Old Business

Streetlights – Mr. Kreider stated that he has looked at this issue for some time, along with studying the budget and the street lighting effectiveness. He stated he is strongly in favor of taking three arterial roads off the streetlight billing and placing them into the general fund for payment. The three roads would be Columbia Avenue/Rt462, Millersville Road/Rt741 and Blue Rock Road/Rt999. He stated that Mr. Strohecker and Mr. Laudien have reported that the PPL bill for these three arterial roads was \$8,348 for 51 lights and we collect \$12,909. After getting this report, Mr. Kreider made a motion to put the cost for lights on the three arterial roads back into the general fund for payment for the 2008 budget. He also asked if in 30 days, Ryan could give the Supervisors the result of what happens if all the streetlights that are now being billed to the public, were to be placed back into the general fund or the capital fund so we can rule on that in the April meeting. Mr. Bauder seconded the motion to put the three arterial roads back into the general fund.

Mr. Jackson, 506 Garden Hill Road, asked if they consider the light he had brought to their attention on Stonemill Road. Mr. Smith stated arterial roads are defined by name and definition in the zoning ordinance and Stonemill is not an arterial road.

Joan Matterness, 213 Sutherland Road, expressed concerns about the streetlight tax. She felt the tax is unfair and it is a nuisance tax. She questioned the cost of electric for traffic lights and other

lights that are in the Township. Mr. Kreider stated that Mr. Smith has analyzed the cost for traffic and he is looking into LED lights, which would pay for themselves within three years. Mr. Kreider stated they are trying to work on each issue with streetlights at a time. They cannot put all costs back into the general fund at one time. Ms Matterness stated that she has been coming to the meetings for six months and nothing has been done. The step to remove arterial roads is the first the Board has taken, but she felt it is still very unfair to tax people for streetlights on other roads. She also felt it is unfair that certain people petitioned to have lights removed. Mr. Bauder stated that the people that petitioned to take the streetlights out said they were ineffective and he feels there are many streetlights in this township that are ineffective. He stated he feels streetlights are dinosaurs that came in before there were advances in private security lighting and better technology. He estimated that we are paying three times the cost of electric because of contracts the township has with PPL and he would like to find a solution around this problem and address this issue. He stated he has changed his view and he is ready to put streetlights back into the general fund in 2008. Mr. Laudien stated that the budget numbers for the streetlight tax does not include the traffic signals or the lighting for buildings the township owns. Mr. Bauder stated we do not get a bill based on the amount of electric used by the streetlights. He noted we get a charge for each light based on a contract with PPL. Mr. Breneman stated that he would not be in favor of making this motion to put the arterial roads back into the general fund, not because he does not agree with the motion, but because he feels they need to discuss this issue until they are sure they have the entire situation for streetlights solved. He stated he does not want to make a motion on part of the issue and have to change it when completing the 2008 budget when they have budget sessions. Mr. Kreider stated in his opinion we should be starting the 2008 budget in January of 2007.

Mike Long, 2192 West ridge Drive, expressed concerns that the Supervisors should act now. It is time to do anything and continue to do things. He stated they should manage the Township because that is your job.

Mr. May called for a vote for the motion on the floor, to put the streetlights on arterial roads back into the general fund for payment in the 2008 budget. The motion carried with a three to two vote. Mr. May, Mr. Kreider and Mr. Bauder voted in favor and Mr. Breneman and Mr. Herr were opposed.

New Business

Final Draft Subdivision and Land Ordinance – Mr. May stated that they now have the final draft for the Subdivision and Land Development Ordinance and are now ready to have it reviewed by the Lancaster County Planning Commission and the Manor Township Planning Commission. He noted it is a very large document. Mr. May stated it does include a provision for streetlights (Section B 502.13) where a developer will be required that each single family dwelling will be required to have an on premise light, at least one lantern or post style lamp light fixture and states that this fixture shall be activated by a photo electric switch. Mr. May stated that he is not sure it should be stated that way because he turns his outside lights off at night when he goes to bed. Mr. Kreider agreed that a person should be able to turn the light off, even though these lights were to replace streetlights that are on from dusk to dawn. Mr. Bauder stated the pole lights were intended to provide pedestrian lighting and they are inexpensive to leave on. Mr. Herr stated that if you have the lights on a switch, a resident could not turn them on at all which would not be taking the place of a streetlight. After some discussion, it was stated that Section 502-13B1B stays as it is written. Mr. May stated that Section 407.1 –Water service feasibility report under F –1C rules on

calculating the DEP sewage flows. Mr. May felt this part should be clarified. Mr. Bauder stated Section B-31 511 –C1, refers to the calculating of park and recreational land being allotted for each residential lot. He feels it should say for each residential dwelling because this would reflect a more accurate calculation of the number of people to be served.

Bonnie Miller, 113Bent Tree Dr., stated that the County uses “lots” in their wording. Mr. Bauder stated that if we change to dwellings, the Township would acquire 5 to 6 times more open space than by calculating it by the County ordinance.

Mr. Laudien stated that a place where this would be very prevalent would be a mobile home park where there is one lot and many dwellings. Mr. Laudien suggested that they allow staff to review this and make the appropriate changes in this. Mr. Bauder agreed that management should review it.

Mr. Breneman commended Barry and Bill for the amount of work that was put into this draft ordinance. Mr. May made a motion to make the changes as dictated, review wording for lot or dwelling and forward the draft ordinance to the Township Solicitor as the official ordinance. The ordinance will then be forwarded on to the LCPC and the MTPC. Mr. Bauder seconded the motion, which carried unanimously.

Bids – Mr. Smith noted there were four bids received for the advertised 2000 John Deere 6410 Tractor and Mower. He noted bids as follows: Advanced Elevator Corp @ \$6,429., Leroy Reich @ \$9,000., James Musser @ \$17,110. and Miller’s Repair @ \$19,555. Mr. Smith recommended accepting the high bid from Miller’s Repair. Mr. Herr recused himself from any motion because he is involved with the State contract under purchase of the new mower. Mr. Bauder made a motion to accept the high bid from Miller’s Repair for \$19,555. Mr. Kreider seconded the motion, which carried with 4 in favor. Mr. Herr recused himself and explained that the new mower being purchased, is totally on state contract and Lancaster Tractor employs him, he did feel since they submitted under State contract, he should recuse himself.

Executive Session – Mr. May called for a five minute recess to review the hiring of a Police Chief.
8:30 PM.

The Supervisors resumed the regular meeting at 8:35 PM.

Police Chief – Mr. Smith noted there have been negotiations with a candidate for the position of police chief. Mr. Smith recommended the Supervisors make a conditional job offer to the candidate with a compensation package that includes our current benefit plan, a salary of \$73,000., and use of an older police vehicle. This offer will be pending that he passes a background check and all the required tests. Mr. Breneman made a motion to make the conditional offer as listed. Mr. Herr seconded the motion, which carried unanimously.

Comments for Strickler Site – Mr. May stated the Strickler Site, a defined Indian village in Washington Boro, is being considered, to be named a National Site Landmark by the Landmark Committee of the National Park System Advisory Board. He noted that they may write a letter of support for the application that will be considered April 11th and 12th in Washington DC.

Comments for Shultz-Funk Site – Mr. May stated the Shultz-Funk Site, which is located near the Strickler Site, is also a defined Indian site and is also being considered by the Landmark Committee of the National Park System Advisory Board to be set aside as a National Site

Landmark. After comments about the two Indian sites, Mr. Bauder made a motion to write a letter in support of designation of both the Strickler Site and the Shultz-Funk Site. The motion was seconded by Mr. Breneman, which carried unanimously.

CD Investment – Mr. Smith noted that it is time to renew the investment CD for \$41,428.67 at Fulton Bank. Mr. Smith went over the options of a 6 or 12 month CD with a 5% interest. After some discussion Mr. May made a motion to renew the CD with Fulton Bank, in the amount of \$41,428.67, for 12 months at 5% interest rate. Mr. Breneman seconded the motion, which carried unanimously.

PA Fish and Boat Commission Agreement – Mr. Smith noted he has the final document for the PA Fish and Boat Commission Agreement for the floating dock that is to be put in at the Blue Rock Road landing. Mr. Smith noted that this agreement is for a \$3,000 grant. Mr. Herr made a motion to accept the agreement and that Mr. May and Mr. Smith sign the agreement. Mr. Kreider seconded the motion, which carried unanimously.

Building Code Requirements for Renovations and Act 95 – Mr. Laudien stated that there are basically two issues. The first being change in Building Code with repairs and alterations are no longer covered under the building code process so this means if someone were finishing their basement, they no longer require a permit to finish their basement unless they are structurally changing the basement with load bearing walls. He noted that the building code inspector, Mr. Nelson, would like the Board to clarify if we want to modify the Township building code or not. Mr. Laudien also noted that the old regulations required a second means of egress when finishing a basement and the current ordinance does not require that. Mr. Kreider stated he has concerns if we do not require permits for electrical work and plumbing because there is a greater concern for fires. In his opinion we should continue code enforcement for basements. Mr. Laudien noted that major electrical work and plumbing still falls under the regular building codes, this is just for minor repairs. Mr. Laudien recommended that they leave the code at its present rules.

Bonnie Miller, 113Bent Tree Dr., stated that new construction does put a window or door in a basement regardless of any other rules.

Mr. Laudien explained that Act 95 states any commercial building that has not been certified or inspected, needs to be certified and inspected when it changes ownership. He recommended to advertise and pass this provision because there are commercial buildings along Columbia Avenue that have not been certified at this time and once it is certified, it would only be required to be certified again if the use changes.

Mr. May made a motion to continue to keep basement inspections the same and not require permits for minor repairs or minor work unless load bearing walls are affected and we require inspections of commercial buildings if they change ownership or the use changes. Mr. Herr seconded the motion, which carried unanimously. Mr. Smith noted he will have an amendment to the ordinance prepared.

2008 Regional Advisory Council Representative – Mr. May stated this advisory council requests a residential person and a municipal person to be appointed. Mr. Smith stated our present person for the residential position has been Pam Shellenberger but we have not had a municipal representative for several years. Mr. Smith stated we will make the recommendation for Ms Shellenberger to continue serving and the Advisory Council will contact her.

Correspondence

Mr. May noted information for the Lancaster County Association of Township Supervisors. Mr. Bauder made a motion that the Supervisors attend with the necessary expenses paid. Mr. Breneman seconded the motion, which carried unanimously.

MAGLOCLLEN – Mr. Kreider made a motion for the approval of Detective Alexander to attend the MAGLOCLLEN Conference being held April 2-6, 2007 with the necessary expenses paid. Mr. May seconded the motion, which carried unanimously.

Traffic Commission

Tom Zug noted the Traffic Commission Meeting was held Feb. 28, 2007 at the Manor Township Municipal Building. There were no visitors. He noted a traffic study was conducted for a stop sign on Garrity Rd. at Murrycross Way with a recommendation to post the stop sign at that location. A traffic study was also conducted for a No Parking sign to be posted within the Parkfield Development. The Traffic Commission is recommending that a No Parking Zone be established in Parkfield. Mr. Breneman made a motion to approve the recommendations of the Traffic Commission. Mr. May seconded the motion, which carried unanimously. Mr. Bauder made a request to the Traffic Commission to check out a sight problem at a stop sign at the end of Bender Road. The Stop sign is not visible and he would like it checked. He noted there is a large bush blocking the sight distance. Mr. Harris stated that previously the State has had responsibility of the Stop signs on Township roads when entering State Roads. However, just this month, Penn Dot has turned that responsibility over to the townships. Mr. Harris stated he will contact the property owner.

Police Report

Acting Chief Tom Zug noted that the Police Report has been submitted.

Road Foreman's Report

Mark Harris noted his report has been submitted and for the month of March he is scheduling pipe replacement and crack sealing. He noted maintenance to prepare for summer projects, including bids for materials. Mr. Herr thanked Mr. Harris and the road crew for the excellent job they did while plowing snow. He noted receiving calls and letters about the good condition of our roads. The other Supervisors agreed.

Pat Weidinger also agreed about that Manor Township roads were in very good condition and that the road crew did an excellent job.

Park & Grounds Maintenance Report

Mr. Dickert reported winter maintenance on equipment and installing new picnic tables at the Woods Edge pavilion. They have also installed an informational bulletin board at the Washington Boro Park Pavilion so things can be posted. He noted he is in the process of updating the hazardous substance materials at the maintenance building.

Assistant Manager's Report

Mr. Laudien reported there is an on going problem with the trash haulers being able to have enough time to complete pick up for their customers. The smaller haulers are requesting that we increase the number of days we allow pickup. He noted the request has been sent to the Waste and Recycling Board to review and give recommendations.

Township Manager's Report

Mr. Smith stated his report has been submitted. He added that previously the Township had adopted Act 537 and now DEP will not provide the 50 % reimbursement funding until each municipality passes a resolution indicating their intent to begin the on lot system management program. It must be completed in two years and he will be preparing the draft resolution and hope to have it ready for the April meeting. Mr. Bauder asked what the reimbursements are for. Mr. Smith stated it would be the 50% reimbursement for the cost of the project for Act 537. The Board discussed the three-year cycle of an on lot system and other aspects of maintaining this. Mr. May asked about future development with the School District. Mr. Smith stated he had a meeting about the planning of Manor Township for the future so they can meet the needs and providing facilities.

Building Permit Report

Mr. Kreider read the Building Permit Report noting that there were 27 building permits issued in the month of February bringing the total number of permits for the year to 51.

Jim Huber, 113 Shannon Drive, commented on the proposed zoning ordinance. He made comments about large-scale shopping centers, the Roth plan and comments about the information that Hanover Engineers is working on. Mr. May explained that Hanover Engineers is in the process of drafting an ordinance for the Township at this time.

Mr. Kreider made a motion to adjourn the meeting at 9:20 PM. Mr. Breneman seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

April 2, 2007

7:30 PM

Chairman John May called the meeting to order at 7:30 PM in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, L. Allen Kreider, Allan Herr, Jay Breneman and Richard Bauder.

Staff present: Barry Smith, Interim Chief Tom Zug, Mark Harris, Bill Laudien, Ryan Strohecker, Mike Dickert and Rita Young.

Visitors present: See attached.

Minutes - Mr. Kreider made a motion to approve the minutes from the March 5, 2007 meeting. Mr. Breneman seconded the motion, which carried unanimously.

Bills - Mr. Herr made a motion to approve the bills as presented. Mr. Bauder seconded the motion, which carried unanimously.

Financial Report - Mr. Kreider questioned two payments for thermostats. Mr. Smith stated it was for two separate occurrences. The thermostats were changed on the Municipal side of this building and then there was a problem and they were changed on the Police side of the building. Mr. Smith noted they were going to change them on the Police wing next year, but since the problem surfaced, they went ahead and replaced them now. Mr. Kreider questioned the price. Mr. Smith stated the price included other work besides replacing the thermostats. Mr. Bauder questioned a receipt of 53,000. Mr. Strohecker noted a mistake was made when the February LCSWMA tipping fee was deposited into the General Fund. It will be transferred out. Mr. Kreider made a motion to accept the Financial Report as submitted. Mr. Bauder seconded the motion, which carried unanimously.

Solicitors Report – Mr. Smith stated that there is nothing to report at this time.

Business From the Floor

Peter and Elizabeth O'Donoghue, 388 Hershey Mill Road, thanked Mr. Kreider, Mr. May and Mr. Bauder for being involved in the storm water problem on Hershey Mill Road. She asked what new development is going on along Donnerville Road and asked where the storm water from that site will go. Mr. Smith stated that is a new sub-division and the storm water will go into the stream that runs along the property. Ms. O'Donoghue expressed concerns that this will add to the flooding that is already occurring on her property and asked why the Township can not stop all the development that is going on, in the Hershey Mill Road area, until the storm water problem is resolved. Mr. Smith stated that this new construction, Timson Hill Place, has met all the existing regulations and requirements, including storm water management. Mrs. O'Donoghue felt the planning process does not work and there is still a problem with the bridge on Rohrer Road. She expressed concerns that even more flooding will occur on her property and the Shelly's property, with this new development. Mr. May stated he does have a concern and would like more information about the culvert that is located at the Shelly property. Mr. May also noted concerns with the retention basin at Timson Hills. Mr. Smith stated those basins only detain not retain. Mrs. O'Donoghue expressed concerns that she would like to see something done right now to help this problem. Mr. May stated he can have someone review the storm water portion of the project. The O'Donoghue's felt that the amount of homes and amount of development in the area is very high

and this has resulted in the lower areas flooding. Mr. May stated the developments are in compliance with all the regulations. Mr. Kreider expressed concerns and stated when they went out to inspect this site there were some violations and after the violations were detected, the company worked to fix them. He felt there are still some problems but he does not know what to do about it. Mrs. O'Donoghue felt the bridge is a problem and stated it is a Township issue that should be addressed. Mr. Bauder stated they have built silt traps but he does not know if they work, and they can build things by specifications, but they do not have to prove they work as designed. He also stated that the river keeper person stated that the culvert located at the Shelly property is not correct. Mrs. O'Donoghue stated their quality of life has changed because of all that is going on with this development and the increased worry of flooding. She also noted a report by Allen Houck, and stated she has a problem with Jim Miller being a member of the MTPC and the fact that he is a contractor doing work in Manor Township. Mr. May asked Mr. Harris questions about the culvert on Rohrer Road, noting erosion and also that the angle is not correct. Mr. May stated that replacement for the culvert is not in the budget in the near future. Mr. Smith stated we could have Buchart Horn come and give a recommendation for the bridge. Mr. May agreed it would be good. Mr. Kreider stated he does not feel we should have Buchart Horn be the one to look at it and in his opinion they have caused some of the problems here. Mr. Kreider stated he would like to have a second opinion. Mr. Smith stated that would be possible but, Buchart Horn has reviewed the plans as per our ordinance, and if the Supervisors are not happy with what was approved, then they should review the ordinance. Mr. Kreider stated he would feel better with a second opinion. Mr. May stated they will contact the O'Donoghue's when they get the second opinion. Mr. O'Donoghue stated that he would like to see the Supervisors take a pro-active focus and address the concentrated high density being permitted. Mr. Herr suggested that the old culvert/bridge located on the abandon portion of Hershey Mill Road could possibly be removed to ease the flow through that area. The Supervisors agreed to have that area examined when the engineers come for the second opinion.

Henry Barley, 201 Bender Road, stated that Miller/Warner Construction only lays the pipes for these projects and they do not design the plans. Mrs. O'Donoghue asked why they are listed on the reports then.

Ted Gingrich, 110 Bent Tree Drive, questioned the 113,000 donation listed for Millersville Fire Company in the 2007 Budget which is more than any Manor Township Fire Company has received. He noted past requests from the West Lancaster Fire Company that were turned down. Mr. May stated this had been discussed at the budget meetings and the Board had decided to help purchase a piece of land to construct a large building for them. Mr. Gingrich did not feel the location was good and he felt it should have been built where there was more development. Mr. Herr stated that Millersville Fire Company responds to a large number of calls in Manor Township and the Board felt since the land was available, they should support them. Mr. Gingrich had concerns that Manor Township has helped this fire company so substantially when the fire company is not even in Manor Township. Mr. Gingrich stated that he felt there should have been a public hearing for it. Mr. May stated it had been discussed for a while and discussed at the budget meetings, which are open to the public.

Old Business

Springdale Farms Development Access – Mr. May stated the proposed access is a path that was on the original plans, to go between two houses in Springdale Farms, for access to the open

space for that development. Mr. May stated that the Park and Recreation Board met this past month and after their discussion, their recommendation was that the path should remain. Mr. May stated that even though the new owners were not told about the proposed path by the real estate agents, the access exists on the original plans. He noted that two other access areas exist, but they are very steep. Mr. Breneman asked if we are required to provide handicapped accessibility to the open space area. The Board discussed several options of ways the path might be constructed such as mulch. Mr. Kreider was sympathetic with the two residents where the path is located and felt the path will decrease the value of their property because people will be walking their dogs along it and the dogs will litter the path. Mr. Kreider felt the path should just stay as it is, a lawn, and the owners of the property are willing to just let people walk through the area. Mr. Bauder stated in his opinion it was a poor plan from the beginning because the developer did not allow enough room for a path to be constructed. He felt a path, should have been paved by the developer, if it was going to be there and there was no parking provided for the path. Mr. Bauder suggested that the path be vacated. After some discussion, Mr. May suggested that the walkway not be installed, but retain the easement and if the easement becomes a problem, then the Board can vacate the easement. Mr. Herr stated he would not be in favor of vacating the easement because if the Township was required to provide a handicapped easement to the open space area, or if the police would need to get to the area for any problem, they would need this easement. Mr. Kreider did not see any reason that there might be a problem in the area and felt we did not need to keep the easement to provide access for problems.

Keith Testerman, 419 W Charlotte St., and Mike Figlo, 423 W Charlotte St., both stated that if the Township would have to make the path a handicapped access, there would be not be anywhere for them to go at the end of the pathway anyway. Mr. Herr asked Mr. Dickert if it was possible the Township could ever be required to make the park entrance accessible to handicapped. Mr. Dickert stated yes, under the ADA rules we could.

Bonnie Miller, 113 Bent Tree Dr., noted some other locations where there is macadam access to this type of area and it is not very nice.

After some discussion, Mr. May made a motion that they do not install any type of walk way at this time, but maintain the easement that is on the original plan. Mr. Breneman seconded the motion, which carried unanimously.

Bamboo - Mr. Smith stated he has talked with Joe Richey, 335 Ironstone Ridge Rd, about the bamboo that was inadvertently mowed off by the road crew. He stated it is our intention that when weather permits, we will treat the existing roots of the bamboo and hopefully the bamboo will grow back very thick. Mr. Smith noted that if this should not work, the Township agrees to take the necessary steps to replant the bamboo. Mr. Richey stated he is agreeable to this.

Street Lights – Mr. May stated that he has requested this be on the agenda for tonight. He noted that last month the Supervisors voted to roll back the streetlights for the arterial roads into the general fund, knowing the financial impact. Mr. May stated that in his opinion, the Township can afford to put the entire streetlight account back into the general fund account. Mr. May made a motion to put streetlight costs back into the general fund account for the year 2008. Mr. Kreider seconded the motion. Mr. Bauder stated that he agrees with placing this expense back into the general fund, even though it may not be in perpetuity, and there could be a need to increase the millage of the taxes to cover the expenses for this, but for now it appears we have sufficient funds. Mr. Kreider noted he still has concerns about the number of streetlights that exist and would like to get rid of some of the lights. Mr. May agreed that we could do this bit by bit and remove any

streetlights that residents do not want. Mr. Bauder has concerns because the Township is under contract with PPL and is paying three times as much for the lights, as compared to just the cost of the energy. He noted he would like to get out of the contracts and just pay for the electric being used, and in his opinion they are old and outdated lights. Mr. Breneman expressed concerns about making the motion to do this now and not wait until they are in budget sessions for 2008, since it will not be in effect until 2008, that way if for some reason it did not seem feasible when working on the budget, they would not have to make a motion to change it again. Mr. Bauder stated he is in favor of doing it now so the subject can be put to rest. Mr. Kreider stated that from 2004 to 2006, we have increased the revenue by \$600,000 and he does not see a problem to do this right now. Mr. Herr stated he has concerns that they should wait until the work sessions for the 2008 budget. Mr. Herr stated expressed concerns that to do this, there will be a lot of people that will be impacted by an increased assessment and are not serviced by lights, and it will be greater than the \$39.00 cost billed for streetlights. Mr. Herr stated he feels there is a silent majority that has not been heard from because they are not aware of the impact it will have on them when electric charges increase. Mr. Bauder stated it should run around 12.00 per household when you spread it through the whole township. Mr. Smith stated that everyone needs to be aware that the motion does not eliminate the tax but states an intent to eliminate the tax. Action to do this would require a resolution or ordinance and should be done prior to the budget adopted for 2008. He noted that now if something happens to the township's financial position, they would have to take alternative action. Mr. Herr stated he is not opposed to this, just opposed to doing it without discussion of the 2008 budget. Mr. Bauder stated in his opinion, they should be working on the budget all year long. Mr. May stated, the motion has been made, to put the streetlight cost back into the general fund and seconded. He called for the question. There was a three to two vote showing Mr. Bauder, Mr. May and Mr. Kreider voted yes. Mr. Breneman and Mr. Herr were opposed. The motion carried 3 to 2.

Subdivision Land Development Ordinance Update – Mr. Smith stated the Subdivision Land Development Ordinance has been forwarded to the MTPC members along with the LC PC for their consideration. He noted the MTPC is scheduled to consider it at their Monday night meeting and it is scheduled for the Supervisors adoption at the May 7th Supervisors meeting. Mr. Smith stated the MTPC members have expressed concerns that they would like more time for review of the ordinance and they will probably schedule a second meeting for review. Mr. Bauder stated that the PC had two members on the committee that should have kept the PC informed, and he feels there was adequate time for review. Mr. Smith stated that in fairness to the PC, they did not receive the entire document until recently. Mary Glazier, 269 Chestnut Grove Road, is a member of the PC and she noted that she just received the document and they have a very full agenda. Mr. Smith stated that if the PC would like another meeting then the Township will have the consultant and staff team attend the meeting to give a brief presentation and comparisons. Ms Glazier stated she would like another meeting for review and noted that she would like to see the Sub Division Land Ordinance passed as much as anyone else, but she would like to see it be done right. She stated that they should also look at the storm water ordinance also.

Bonnie Miller, 113 Bent Tree Dr., asked if this ordinance will go to the County next Monday. Mr. Smith stated he does not know if it is on their agenda. She also asked if there was a time frame to complete this. Mr. May stated they will move this along as fast as possible. Mr. Herr stated that the MTPC needs time to review the ordinance, and if we need another month we should take it. Mr. Smith stated he will have to check and see if another 45 day review period is required if the Board does not act on it for when it was advertised, and noted he will check with the solicitors. Mr.

Bauder expressed concerns that we have taken such a loss from developments where we have received a minimal amount of recreation space up to this point and that if a developer applies right now, he would not want to see the township lose any more ground. He feels we need to pass the ordinance as soon as possible and if we have to amend it later we can do so. Mr. May agreed.

Bonnie Miller, 113 Bent Tree Dr., stated that her main concern is for quality of life. She feels developers are just hovering over Manor Township and she would like to see some type of moratorium put in place for Manor Township because our township is being over run with development.

Pat Weidinger, 2025 Manor Ridge Dr., felt that we need this ordinance but it needs to be done correctly and be thought through.

Bids - Mr. Smith stated the notice for awarding bids had been properly advertised and the bids were opened this afternoon at 2:00 by Mr. Harris and Mr. Smith. He went over the bids as received.

In Place Bid Results: Handywerk, bid a total of \$196,790.92

Highway Materials, Inc, bid a total of \$194,095.17

Mr. Smith recommended the bid go to Highway Materials, Inc. for the low bid. Mr. Smith noted they are pleased with the bids, they are lower than budgeted and the bids do include an escalator clause. Mr. Herr stated that policy in the past has been to use the 2 ½" overlay verses a 2" overlay and he feels they should stay with the 2 ½" overlay this year for Chestnut Grove Road so they can properly contour the road to get rid of water. Mr. May made a motion to award the bid to Highway Materials, Inc. for In Place at \$194,095.17. Mr. Breneman seconded the bid, which carried unanimously.

Seal Coat Bid Results: Stewart & Tate bid a total of \$68,226.06

Highway Fund Martin Paving bid a total of \$67,380.60

Mr. Smith noted this bid is for a quantity of 85,400 sq yards and recommended Stewart & Tate as the lowest responsible bidder.. Mr. Bauder made a motion to award the bid to Martin Paving for Seal Coat for a total of \$67,380.60. Mr. Breneman seconded the motion, which carried unanimously.

Seal Coat Bid Results: Stewart & Tate bid a total of \$4,931.80

General Fund Martin Paving bid a total of \$7,629.30

Mr. Smith noted this bid is for a quantity of 6,055 sq. yards, and recommended Stewart & Tate as the lowest responsible bidder. Mr. Bauder made a motion to award the bid to Stewart & Tate for a total of \$4,931.80. Mr. Herr seconded the motion, which carried unanimously.

Materials Bid Results: Highway Materials submitted stone bids for 9.5 mm FOB @40.50 per ton, delivered 45.40 per ton. 19mm @ 36.80 per ton, delivered 41.70. 25mm @ 34.50 per ton, delivered 39.40. County Line submitted a bid for 2A Stone @ 4.10 per ton, delivered 6.90.

Mr. Smith recommended the bids be awarded as listed. Mr. Breneman made a motion to award the bids for the 9.5 mm stone, 19mm stone, and the 25 mm stone to Highway Materials. Mr. Herr seconded the motion, which carried unanimously. Mr. Bauder made a motion to accept the bid for 2A stone from County Line for 4.10 per ton. Mr. Kreider seconded the motion, which carried unanimously.

Mr. May asked Mr. Harris if putting 2 ½" overlay would ruin the budget, and could they transfer funds to do this. Mr. Harris explained that he had met with Penn Dot to get approval for the Highway Funds and at that time he submitted a 2" overlay request, which the Board had

requested as a result of a work session for budget approval, so he noted he is locked into that with the Highway 8 Fund. Mr. Smith noted that it would be possible, but he suggested that the best way would be to find another way to fund the excess amount needed, such as the General Fund or the Capital Fund. Mr. Smith stated he would not recommend using additional funds from the Highway Fund. Mr. Bauder asked how much more material this would be. Mr. Harris stated this would be an addition of 609 tons. The Board discussed the time in which these projects should be done so they will not have escalated prices factored into the work. Mr. Strohecker stated that we must stay with what ever the budget was for the Highway 8 Fund.

Pat Weidinger, 2025 Manor Ridge Dr., stated that if Mr. Harris feels the road would be of better quality to use the 2 ½ “ material, then it should be done. Mr. May and Mr. Herr both stated the 2 ½ “ material would produce a better quality road and it would help with the heavy use that the road gets. Mr. Bauder disagreed and stated he did not feel the road was heavily used. Mr. Bauder stated he would like to see numbers showing that the 2 ½” material would produce a stronger road. Mr. Harris stated that a few years ago when working on South Centerville Road, they did produce data showing that increased asphalt and design will increase the strength of a road. After some discussion, Mr. Herr asked Mr. Strohecker which way he would suggest paying for added material if not through the Highway 8 Fund. Mr. Strohecker suggested the best way would be paying for it out of the Capital Fund. Mr. Smith explained the procedure for paying the excess amounts. Mary Glazier stated that even with the improvements made to Chestnut Grove Road last year, there are already problems starting where the edges of the road are breaking out, from the heavy manure trucks that use the road on a regular basis. Mr. Herr stated they are aware of the problems and will be looking into it. Mr. May suggested they look at the road and decide in May, what the depth of the overlay will be.

Growing Together - LIMC Comprehensive Plan – Mr. May stated they have been working on this for three years, and it was advertised for all the Municipality meetings this month to be adopted as part of the existing comprehensive plan or as a stand alone. Mr. Smith confirmed that the Resolution had been properly advertised. Mr. May noted the MTPC has had copies of it and he is in favor of adopting this as our comprehensive plan and not in addition to our comprehensive plan. Mr. Smith stated that the MTPC did officially consider this plan at their March meeting and they did recommend forwarding it to the Supervisors, however the PC did not recommend if it should be adopted as an addition or a stand-alone plan. After some discussion, they noted that most municipalities were in agreement that this plan should be adopted as a “stand alone” plan. Mr. Kreider made a motion to adopt this Comprehensive Plan for Manor Township. Mr. Bauder seconded the motion, which carried unanimously.

Amendments to the General Commercial Zoning Ordinance - Mr. May noted this amendment is described as “build Up Not Out”. He also noted a letter from Harry Roth critiquing these amendments and stated he agrees with Mr. Roth. Mr. May stated the amendments from Hanover Engineers only encourages building up not out but does not require building up. Mr. May noted he did not quite understand the wording in this amendment. Jim Huber, 113 Shannon Drive, strongly encouraged the Supervisors to advertise and adopt the Roth amendment, which was originally received in 2006, because it discourages sprawl, preserves farmland and encourages the concept of building up not out. Mr. Kreider stated that he agrees with Mr. Huber and felt this would work well with what may happen with the Armstrong property and the concept of this is a step in the right direction. Mr. Smith noted that these amendments will not address the Armstrong tract which is an industrial tract with a PRD overlay, but if you like the concepts, then alterations would have to be made in the industrial zone and PRD. Mr. Bauder stated we could rezone the Armstrong tract.

Bonnie Miller, 113 Bent Tree Drive, suggested that the Supervisors look at storm water management and make sure we address this and not allow problems from storm water to be created on South Centerville Road. She asked where the commercial areas are. Mr. Smith explained where they were on the zoning map. Mr. May suggested that they take the original Roth Plan and give it to the Township Solicitor, Goodman/Kenneff and have them work it into our zoning ordinance. Mr. Smith noted that when the MTPC had considered the Roth plan, it had two options, which the planning commission could not come to an agreement on. They also had concerns about set back provisions where we were requiring designers to go up, but we were not effectively reducing set backs. Mr. Smith noted the Board wants to maximize the use of land, and the Planning Commission would also like to achieve that. The PC thought the set backs should be reduced to maximize the use. Mr. May stated Hanover Engineers does reduce the set backs, so he suggested to use their set backs in the Roth amendment. Mr. Huber suggested the Supervisors could just change the one set back in the Roth Plan and it should be fine. Mr. Smith stated that in the document we have, there is still one section where there are options, which still need to be determined and that needs to be done by the PC or the Supervisors and then advertised. Mr. Herr stated the document was submitted to Hanover Engineers because there were problems. After some discussion, it was decided that the Board would give Mr. Smith their ideas so he can submit a draft ordinance to the Township Solicitors for final review. Susan Smith, 233 Market St., asked if the ordinance is going to be ready for the May agenda. Mr. May stated they will try.

Resolution #12-2007 Grant for Police Laptop Computers – Mr. Smith noted this grant was discussed last fall and Mr. Laudien has been reviewing the information for the purchase of laptop computers for our police department. He noted that Mr. Laudien has applied for the grant to the Department of Community Economic Development but they are requiring a resolution of our intent for our commitment before they consider our grant. Mr. May noted that we are making a monetary commitment also and read Resolution #12-2007 stating that Manor Township is allocating \$28,050.00 for this project. Mr. Smith stated that we did review the budget to make sure of the amount of money that was in the budget. Mr. Laudien stated he is making application slightly in excess of \$70,000. with our matching portion being \$35,955.00. This would be in excess of what was allocated in the budget. He stated he could amend the application to be less, but the resolution would need to reflect that the Township is committing to half of the grant amount of \$70,000.00. Mr. Laudien stated that the Township would need to make the purchase and then they reimburse half the amount. Mr. Laudien stated he had made the application with the maximum exposure, which includes 11 laptops and mounting units, wireless service cards and installations. Mr. Herr asked if the \$70,000. would cover all 11 units. Mr. Laudien stated yes, we used the maximum figure but we would not have to spend that much. Mr. Bauder asked if all 11 units are needed. Mr. Smith stated yes because after their discussions, putting a unit in every vehicle that is used will result in efficiency. Mr. Smith stated this is a two-fold process, where we are applying for this with our intent but we still have to come back with what we actually get for the grant. Mr. Herr made a motion to adopt Resolution #12-2007 as it stands with the municipal allocation of \$35,955.00. Mr. May seconded the motion, which carried unanimously.

Resolution #13-2007 – On Lot Septic Management Mr. Smith explained this is a resolution to adopt a revised implementation schedule for the on-lot management ordinance and sewage management program component of the official sewage facilities plan for Manor Township. Mr. Smith noted the time frame had been 5 years, now DEP is requiring this time to be 3 years. Mr. Herr made a motion to adopt Resolution #13-2007 and Mr. Kreider seconded it. The motion carried unanimously.

Manorvest LLC Improvement Guarantee Agreement and Letter of Credit – Mr. Smith read the agreement and draft letter of credit. He recommended approval contingent upon review by the solicitor. Mr. Smith stated these are standard documents and agreements, but we do not have the originals tonight. Mr. May made a motion to approve this conditioned upon the Letter of Credit and the Improvement Guarantee Agreement being reviewed by the Staff and Solicitor. Mr. Breneman seconded the motion, which carried unanimously.

Correspondence

Mr. May noted an invitation to the 18th Annual LIMC dinner. Mr. Smith stated this invitation is for the Supervisors, Staff, Boards and Commissions.

Mr. Smith stated a request that Ryan Strohecker be approved to attend the Government Finance Officers Association.

Mr. Smith noted the Municipal Unfunded Liabilities Conference being held and requested Ryan Strohecker be able to attend this conference.

Mr. Smith noted the 59th Annual Association for PA Municipal Management Conference and requested he be able to attend this.

Mr. Herr made a motion to approve the listed events and requests for attendance, with the necessary expenses paid. Mr. Kreider seconded the motion, which carried unanimously.

Public Works

Mr. Smith noted that he would like to consider extending the Penn Dot Agility Program. He noted it has been an excellent program and it includes the sharing of road bank mowing in return for other work. Mr. Herr made a motion to give Mr. Smith permission to sign and extend the agreement to work with Penn Dot through the Agility Program. Mr. Bauder seconded the motion. Mr. Smith stated the current price is \$90./hr, but they will try to negotiate for an increase, noting that it is a five year term. Mr. Breneman noted the Township has used \$49,000. to this point and has banked \$38,000. with this program, and he commended Mr. Harris for his work in this program. The motion carried unanimously.

Traffic Commission

Interim Chief Zug stated Traffic Commission met on March 28, 2007 with the only business being that Mr. Harris reported that the stop sign was placed on Garrity Road at Murraycross Way as requested. He also noted that the no parking request, in the Parkfield Development, is still under discussion.

Police Report

Interim Chief Zug stated he has submitted his monthly report and asked if there were any questions. Mr. Breneman stated that he would like to commend those involved in solving the robbery that occurred on Stehman Church Road this past month, for the good work and quick results from the Manor Township Police Department.

Road Foreman's Report

Mr. Harris noted his report has been submitted and that as in past years, they will be scheduling street sweeping. He stated that this will be done again as a trade off program with Lancaster Township. He stated that he will be borrowing the street sweeper in exchange for Lancaster

Township using our leaf screener. He stated he thinks this is a very positive program and reduces our expenses. Mr. Harris also noted that they are preparing for the oil and chip paving projects.
Park & Grounds Maintenance Report

Mr. Dickert stated they have installed three new drinking fountains at the Manor Township Community Park, installed a portable toilet shelter at the Woods Edge Park and have installed dog dirt bio-degradable bags in the parks.

Mr. Huber, 113 Shannon Dr., commended the Manor Township Road Crew for the outstanding job they did this past year during snow removal. Mr. May agreed and asked Mr. Harris to pass this along to the crew. Mr. Herr agreed and noted that even Mr. Smith had helped in snow removal this year, driving a piece of equipment in the absence of one of the crew.

Assistant Managers Report

Mr. Laudien stated his report has been submitted and added that the Turkey Hill Country Classic will be coming up on May 5, and hoped all will attend.

Township Manager's Report

Mr. Smith stated he has listed items on his report and asked if there were any questions. There were no questions.

Building Report

Mr. Kreider read the Building Permit Report noting the number of permits issued in the month of March 2007 was 47 compared to 60 permits issued in March of 2006. Total dollar value to date is \$7,479,527 for 2007.

There being no further business, Mr. May made a motion to adjourn the meeting. Mr. Kreider seconded the motion, which carried unanimously. The meeting adjourned at 9:30 PM.

Respectfully submitted,

Barry Smith,
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

May 7, 2007

7:30 PM

Chairman John May called the meeting to order at 7:30 PM in the Manor Township Municipal Building, 950 West Fairway Dr., Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, L. Allen Kreider, Richard Bauder, Jay Breneman and Allan Herr.

Staff present: Barry Smith, Bill Laudien, Mark Harris, Interim Chief Zug, Mike Dickert and Rita Young.

Visitors present: See attached.

Minutes – Mr. Kreider made a motion to approve the minutes from the April 2, 2007 meeting. Mr. Breneman seconded the motion, which carried unanimously.

Bills – Mr. Breneman made a motion to approve the bills as listed. Mr. Kreider seconded the motion. The motion carried unanimously.

Financial Report – Mr. Bauder stated that when reading the audit for 2006, he noticed that \$30,000 designated for payment to the Highville Fire Company was never issued and it is not listed in the 2007 financial capital reserves. Mr. Bauder asked how the \$30,000 that was promised to Highville in 2006 will be paid from the 2007 monies. Mr. Smith stated it should be done by motion because the budget does not allocate that and he suggested that it be allocated from the Capital Fund. Mr. Bauder made a motion to release the \$30,000 to Highville Fire Company. Mr. Kreider seconded the motion and stated that this was an over site that should not have happened. The motion carried unanimously. Mr. Herr made a motion to approve the Financial Report. Mr. Bauder seconded the motion, which carried unanimously.

Solicitors Report – Mr. Smith stated that there is no solicitors report for tonight.

Mr. May noted that they will be moving two items up on the agenda. He noted the hiring of a police chief and discussion with the fire companies.

Police Chief – Mr. Smith stated the process has been completed for the next chief of police. He presented Todd A Graeff, 920 N. Garfield Rd, Bernville, PA and noted that Mr. Graeff has successfully completed all the necessary requirements in the hiring process. A conditional offer of employment had been made, with an annual salary of \$73,000., three weeks vacation, and utilization of a vehicle for work related activities. He also will receive the standard benefit package. Mr. Bauder made a motion to officially hire Mr. Graeff under the terms of employment as listed. Mr. Breneman seconded the motion, which carried unanimously. Mr. Graeff was sworn in by Chairman John May.

Fire Company Financial Matters – Mr. May stated that he has heard rumors that the monies for the fire companies were not disbursed to them because the Township Supervisors withheld authority to do that. He noted that this is not true. Mr. May noted that since changes were made and the fire companies now pay their own bills, the funds that the Township receives in the fall, for the fireman relief fund, are passed along to the fire companies right away. He added that when funds are budgeted for the fire companies they should be passed along to the fire companies early in the year. He personally apologized for the over site of the \$30,000. not being passed on to the Highville Fire Company. Mr. May also noted that on more than one occasion he has heard rumors that Manor Township gave land to the Millersville Fire Company and he stated that this is not true. Mr. May stated that Manor Township provided \$100,000. to Millersville Fire Company toward the purchase of the land located along RT 999. Mr. May stated we support all our fire companies equally. Mr. Smith added that in the future the Township will commit to paying the donations from the Township to the fire companies early in the year.

Craig Hohman, 2109 Manor Ridge Drive, West Lancaster Fire Company, noted that usually they receive their donation in January, which allows them to be able to pay bills until fund raising events start after spring.

He stated this year they had to transfer funds to be able to pay bills until the donations came in. He thanked Mr. Smith for assuring them that the donations will be made early in the year. Mr. Bauder asked Mr. Hohman if he contacted the financial officer at the township when they were running out of money to pay bills. Mr. Hohman was not sure.

Jim Knapp, 10 Third St, Washington Boro Fire Company, stated they appreciate what the Township gives to them, but he asked if they are considering any type of increase. Mr. Breneman stated that there was a 5% increase in the last two years donations and the total donations over the last ten years has been 2.613 million dollars. He noted that 48 % of that was in the last 4 years, so they have increased substantially. Mr. May stated they are trying to create some type of authority to take over and give some type of relief because everything is taking more.

Rob Muschlitz, 1810 Temple Avenue, West Lancaster Fire Company, asked about a letter that was sent out in error about funds being sent. Mr. May stated that Ryan Strohecker sent that information and regardless of the circumstances at the time the letter was sent. He stated that when the Township gets funds, then the fire companies will receive their funds right away. Mr. Muschlitz asked if the donation given to the Millersville Fire Company will effect the donations that the other fire companies receive from the Township. The board stated no. Mr. Bauder stated they will continue to disburse the state funding in October in three equal parts to the fire companies in Manor Township. Mr. Kreider suggested that the Township send out a letter on how the monies are released because there seems to be a lack of communication between the Township and the fire companies.

Connie Jackson, 348 W. Charlotte St., stated she was glad that Millersville Fire Company has purchased the land on RT 999 and asked if there was any possibility that the land along the creek could be added to the greenway and join Springdale Farms greenway. She also asked if there would be any plans to make RT999 and Ironstone Ridge Rd intersection safer. Mr. Smith stated they had previously looked if the driveway for the fire company could come out to that intersection but the land that the fire company purchased does not extend that far. He added that he is not sure about the greenway. Ms. Jackson asked about the installation of a traffic signal. Mr. Smith noted it is a state road and we do not have control for lights at that location, but we could ask Penn Dot.

Business From the Floor

Connie Jackson, 348 West Charlotte St., first thanked Manor Township for the support they gave the Turkey Hill Country Classic, which she felt was a wonderful event. Ms Jackson stated that she just found out that the Supervisors made a decision at last months meeting not to make a paved access to the parkland for Springdale Farms Development. She asked that the Supervisors reconsider their decision greatly because it impacts the entire neighborhood of 162 homes, not just the two homes that the path abuts. She noted that she does sympathize with the two homeowners, but she was the first homeowner in Springdale Farms and she has been waiting for the access to be put in for a very long time and it is on the original plans. She noted that she is not the only one that feels this way. Mr. Kreider stated that he did not know when he made the decision last month that anyone was waiting for this access. He stated that he was disappointed that he did not have the information and should have been told. Ms Jackson stated that she feels the Board should realize that the decisions that the Board of Supervisors make effects the entire community, not just the two people that come before them. She noted that she has been waiting for this path to go in because it is the flattest point for access. Mr. Bauder stated that this was a bad plan from the beginning and he is disappointed that there was not a better access provided to that site in the first place and it should not have been an access through two residences. Ms Jackson stated that may be, but that does not change the fact that the access is on the original plans. After some discussion, the Board agreed they will not abandon the easement but could possibly put it in with mulch. Mr. May stated they will continue this discussion at a later time.

Bill Laudien noted that two Supervisors just stated they were not aware that there was opposition to not putting in the path. Mr. Laudien stated that at a meeting, he did make it clear both publicly and to the Supervisors privately that there were people interested in seeing this path completed. He also noted that Mr. Kreider, had attended Park and Recreation Meetings, where this matter was discussed in detail and recommendations were made by the Park Board with very specific comments. Mr. Laudien stated he did not appreciate reference to the Staff, when they did their diligence and went through the process. Mr. Kreider stated he had no comment. Mr. May stated that Mr. Laudien is correct, but he had forgotten about it and he does remember it was brought up at those meetings.

Ted Gingrich, 110 Bent Tree Dr., noted a listing in the budget for \$150,000. real estate purchase and asked what that was for. Mr. Smith noted that was entered into the budget for the possible purchase of the K.L. Smith property, which is adjacent to the maintenance building. He added that we already use some of the property and we are not sure what the price might be when it becomes available.

Old Business

US Department of Interior – Shultz-Funk Site and The Strickler Site Mr. Smith noted that last month we reported that we had received notification that the Department of Interior was considering these two sites, located in Washington Boro, as historical landmarks. However, if there is any opposition from the homeowners then the preservation does not occur. We have now received notification that the two sites are not being considered at this time due to opposition from the homeowners. The letter states that if the homeowners change their mind in the future, the sites will be reconsidered.

Rohrer Road Culvert Reports – Mr. May stated they have received a report from Buchart/Horn and a report from Rettew. He noted the report from Buchart/Horn acknowledged the filling in of a pond, a fence that was not a single wire strand and several other items. The Rettew report was a little more detailed but the conclusion was that it is not necessary and would not be cost efficient to re-due the culvert on Rohrer Road. Mr. May stated he was disappointed that the reports were not more detailed. Mr. May stated that on the 24th of May, Bruce Gilmore, from the Chesapeake Bay Foundation, is coming to meet with Harry Campbell, Harrisburg Chapter, and inspect the site again. Mr. Gilmore, chairman of the Mud Busters Chapter of the Foundation and Mr. Campbell will inspect for silt and sedimentation runoff. Mr. May stated he is disappointed because all the permits for storm water say the final result after development is that storm water is to be reduced by 50 %, but there is nothing to determine what happens during construction. Mr. Bauder stated that he has studied the technical details and that is correct that during construction water run off is not monitored. Mr. Smith stated that both Buchart Horn and Rettew were asked to give a general observation reports and not detailed ones. He added that more detailed reports would have been very costly. Mr. Smith stated there are two categorical issues, one is the erosion and control measure and the other is the overall management of storm water. Mr. Smith noted we could look at other storm water ordinances and see if we would like to alter the ordinance we have, you can do that. Mr. May noted he viewed a web site for Act 188 regarding storm water, and it is very good. Mr. Bauder agreed. They discussed some areas that have had problems in the past and noted in the future we will have a storm water authority but it will come at some great costs.

Floris Sissler, 316 Stone Creek Rd, asked if the meeting on site at Hershey Mill Road is open to the public. Mr. May stated they are simply meeting on site to discuss the problems and see what measures have been taken. He noted that it will be at 1:30 PM. Mr. Smith suggested it be advertised as a public work session. Mr. Kreider stated that the construction sites on Hershey Mill Road have had an excessive amount of trash and have not been maintained. He noted that the trash and bottles had entered the stream also. He felt there should be control on the way a site is maintained during construction. Mr. May noted seeing the same problem on Letort Road at the construction area there. Mr. Herr noted that we are also taking on a lot of water from West

Hempfield and Mountville at the area of Hershey Mill Road and he feels some of the trash is coming from the other side of RT 462 at that location and should be addressed also.

Elizabeth O'Donoghue, 388 Hershey Mill Road, stated her property is one that is having problems from the construction and she asked why she was not included in the meeting when the engineers came to visit the site. Mr. Smith noted he was to have the engineers review the site and not instructed to have anyone else there. Ms O'Donoghue stated that the Buchart Horn report deals with the culvert and the Rettew report deals with the flood plain. Ms O'Donoghue asked if Rettew Engineers were on site for the inspection. She then noted they were not on site and they did their reports from aerial photographs. She stated Buchart Horn was on site for their reports. Ms O'Donoghue noted that she thought the reports were to be about the bridge and not the flood plain. She stated that in her opinion these are two different reports about two different issues, one being the flood plain and the other being the culvert. Mr. Herr stated that even if this was reviewed from two different view points by the engineers, all were still in agreement that this is a flood plain area and there is going to be some flooding. Ms O'Donoghue stated they are not addressing what she feels is the main issue that being the storm water coming from the development through one culvert onto her property. She had concerns that the two reports do not report the same size of the culvert. She feels the Township has deflected and no one has asked her about the pond issue. She noted it has always flooded there but it is worse than before since the development and that is the issue that still needs to be addressed. She told Mr. Smith that she feels the reports are bias. Mr. Smith stated he has not been bias at any time with the engineers and asked both companies to provide a report to the Board of Supervisors. Mr. May stated that he did notice that the reports refer to the culvert as two different sizes. Mr. Smith asked the Board that they study these reports and look at waters coming from the surrounding areas. The Supervisors agreed that after the May 24th meeting they will address the issue again. Mr. Kreider stated that he received a call from a person that lives along Hershey Mill Road, that is having problems with a shed along the creek where the bank is reseeding, and this problem is further up the stream from the area we are discussing now. The Supervisors agreed that a lot of the problems with water seem to be coming from further up stream than from the development along Hershey Mill Road.

Darryl Sensenig, 363 Hershey Mill Road, stated he does not feel the retention ponds hold 50% of the water because of the overflow pipe. Mr. Smith stated there are different phases of the construction and you really cannot judge them until they are completed to the final phase.

Pat Weidinger, 2025 Manor Ridge Drive, asked if the rule is, that during construction, a developer does not have to meet the 50% run off reduction, it only has to be met after the final phase of storm water management is completed. Mr. Bauder stated the conservation district is in charge of that and they are concerned with trapping the silt. Mr. Weidinger asked if EPA's NPDES Phase III has ever gone anywhere. Mr. Smith stated he does not believe it has ever gone any further than it was.

New Business

Subdivision and Land Development Ordinance – Mr. Smith stated an ordinance has been developed for the Board's consideration, and he noted that it has been provided to the LCPC on March 12, and it was also mailed to the MTPC. He noted we have met the 45 day notice that the MPC requires. He stated that he has received some comments from the planning commission and he will forward them to the Board. Mr. Smith noted that the MTPC has stated that they would like a little more time for review, and added that the ordinance has been properly advertised and notice has been given. Mr. May stated that if the ordinance is adopted tonight, he is not bypassing the MTPC. He will still take their comments into consideration and they can always amend the ordinance. Mr. May stated that at the April 23rd PC meeting the commission was asked to give their comments to the Supervisors. Mr. May stated that he feels this ordinance should be in place to protect the Township from any applications for new development that might come into the office. Mr. Kreider

felt it is time to move on and get it done tonight. Mr. Bauder stated the amendment process can be done at any time and we should adopt it now. Mr. Breneman felt the Board should listen to the MTPC and give them another month for review and do it right the first time and not have to go back and amend it right away. Mr. May felt he did not want to take a chance for another application to come into the Township for development without this ordinance in place. Mr. Breneman asked Mr. May if he changed his mind since the MTPC meeting. Mr. May stated yes, he has changed his mind. Mr. Bauder stated that he was disappointed that two people on the panel were not continually informing their own commission about the progress of the deliberations. Mr. Herr agreed that we should wait and give the MTPC another month and asked if we would have to advertise again if we would wait. Mr. Smith stated yes it would need to be advertised again. Mr. May noted the amount of time that would pass with meetings and advertising if they would not pass it tonight.

Floris Sissler, 316 Stone Creek Road, stated that she feels the Board should pass the SALDO and then come back and amend it later.

Pat Weidinger, 2025 Manor Ridge Drive, agreed that the ordinance should be passed to protect the township from development. He stated we need it for Township control and we need to move forward now.

Mr. Smith stated for clarification, the MTPC had two members that did participate on the panel for the SALDO, but there was a large gap where it was dealt with primarily by consultants and the planning staff here and did not have all the information to give the MTPC for review each month. Mr. Smith also stated that it should be clarified that this Sub Division Ordinance will not deal with zoning issues such as Wal-Mart. It does not deal with a business and how many hours it can be open for operation because that is determined under zoning. As for the Armstrong tract, the land is zoned industrial with a PRD overlay, which is complicated, but the process they must go through does not change because of the SALDO.

Connie Grow, 107 Kilgannon Lane, stated that she would like the new SALDO put into effect, before a Philadelphia firm that purchased the Eshleman farm submits a plan. Mr. Smith noted that firm has already submitted a plan and this would not affect them.

Joan Matterness, 213 Sutherland Road, stated she would like to see the SALDO passed, it is a living document and it can be worked on and changed.

Jim Miller, 110 Bridal Circle, stated he is a member of the MTPC as well as the LCPC. Mr. Miller stated he agreed with the comments that it was a shame more members were not present when the LCPC voted on a recent issue. He noted timing was not good because it was the same time the convention was held and the other members were attending that and unfortunately there is a time frame on how long you have to render a decision. Mr. Miller stated he feels that the MTPC is a valid board and their comments are very good and they will probably support having a SALDO but he feels the public in general has been misled as to what the SALDO can do for Manor Township. This ordinance is a manual for how you will be able to sub divide land or how you will do land development. He stated that the way an individual homeowner can use his land, is determined by the Zoning Hearing Board and the permitted uses within the zoning ordinance. The SALDO is how you carry out what the zoning ordinance allows you to do and does not give you control over what can happen on the land. Mr. Miller also stated the MTPC had until today to make comments about the SALDO, and Mr. May stated at the MTPC meeting that he would not vote to pass the SALDO until he came back to the MTPC to finish the comments. Mr. Miller noted that if the Board of Supervisors does not want the comments from the MTPC then why have the PC take the time to respond. Mr. Miller stated he takes personal interest in this Township and feels this council has very good input. Mr. Miller stated that he feels the process to put the requirements in place are flawed and also noted that some Supervisors are stating that the Township is being taken advantage of by developers with respect to park and open space, however the LIMIC that we use has the second highest acreage per capita of all the LIMIC municipalities. Mr. Miller added that the Supervisors don't need the SALDO to change how much park and open space we get from a developer, they could have changed the amount of ground or money in lieu of if they wanted at any time over the last four years. Mr.

Miller noted that in reference to what the NPC allows for off site traffic improvements, it is illegal by State Law to require, any off site traffic improvements from any developer for any land development plan. He suggested that a solicitor review the section in the SALDO and make sure it is in compliance with the NPC. In review, Mr. Miller noted it is very important to have this document correct, we are not going to gain the type of control many people think we will from this document and the document truly needs work before adopted. Mr. Miller stated that it is his understanding that the two MTPC members that were to be involved in this process were kept out of the loop of information. Mr. May noted that he can not agree with that statement because John Ahlfeld was on the committee and was involved all along and he is the chairman of the MTPC, and if the two people were not briefed, he takes no responsibility for that and added that the chairman did not do it or the members did not ask. Mr. May stated he has changed his mind on this, thinking we would wait until we have a perfect ordinance, but now he thinks we would not have a perfect ordinance for months. Mr. Bauder stated that this ordinance, was developed by professionals, who do this for other townships and includes things that are precedent. He noted that as for off site traffic improvements, most get the funds from fees in lieu of traffic study. As for parks, it is not the volume of park ground but it is important where they are. Mr. Bauder stated that he feels that the park at Woods Edge is a puny little kiddy park where we even had to pay to put the pavilion in, and this is a tragic thing. He stated Greider Park and the Manor Township Community Park are nice, but he feels people have to drive too far to get to them. He feels we need to reduce the impact of the automobile and parks should be where people live. Mr. Bauder stated he is disappointed in the park allocation in the Eagle Heights area, the Parkfield Development and Woods Edge is horrible for the Eshelman farm. Mr. Kreider asked Mr. Miller if he has calculated the park and open space to include the Susquehanna River. Mr. Miller stated he took the rate from our living plan.

Scott Haverstick, 1970 Water St., stated he is a member of the MTPC and he would challenge anyone who would be more interest in this township than he, or in proper development. He noted that the MTPC worked very hard on this ordinance and noted that the document has some real problems that need corrected and they asked for another month to take care of that. He stated the Supervisors have complained about projects not having adequate park space and as a Board, could have done something about that at any time and have not, you didn't have to wait for a SALDO. Mr. Haverstick asked that the Supervisors postpone adopting this SALDO for one month. He stated the MTPC is the Board that brought all this to the Supervisors and now are asking for one more month. He noted that some of the Supervisors gave the MTPC their pledge that they would not vote on it at this meeting and it is obvious that you are not going to keep your word.

Amy Thorn, 3102 Windon Avenue, stated that she hopes the Board votes to pass this and amend it later. She noted that she feels we have had too much irresponsible development for too long and she cares for this township. She asked the Board to pass this tonight and stated that she hopes this Board is re-elected because they have served the people and what they want. Mr. May asked if we put off voting on this for one month, will we be able to vote in our June meeting. Mr. Smith stated if this ordinance is changed at all, then the process needs to start over and we need to re advertise for the 45 days. Mr. Bauder stated the responsibility of developing the ordinance is the planning commission so that means the 45 days start when the planning commission would get the revised document and that means it would be another couple months. The Board discussed the time frame if the SALDO was not passed tonight. Mr. Kreider stated he appreciates the planning commission but he sees no reason to wait any longer because the planning commission can still give input and make changes if necessary.

Pat Weidinger commented that this could continue to go on each time changes are made, so we could just keep going and going. He stated the longer you wait the more chance there is of something coming in to the township for development. He feels the planning commission has done some good work and he appreciates that they want more time, but thinks we should move forward.

Jim Miller stated we currently use the County SALDO and also the county requirement for the amount of parkland and we do that because their requirement for parkland is higher than the requirement for Manor Townships requirement, which the Supervisors, as a Board, could have changed at any time since elected into office and did not have to wait for a SALDO. Mr. Miller stated he received the ordinance for review the same day that the clock started for the 45-day limit. He feels the Board is using the excuse of running out of time, and verbalizes that the Board appreciates the comments of the planning commission, when in fact the planning commission never would have had enough time for comments and changes, and he feels there never was an intent to take those comments from the planning commission because the Supervisors advertised this and started the clock the day the commission received the plan. Mr. Miller stated if the Board is not interested in comments from the planning commission, then why have the board. Mr. May stated that the Board is going to accept all the comments from the planning commission anyway, and the process is going to be the same. Mr. Breneman stated he appreciates the planning commission and he would like to give them another month because they have spent a lot of time on this and they have the expertise for this. He would like this SALDO to be as good as it can and he agrees with Mr. Miller that we should wait and make it right.

John Thorn, 3102 Windon Avenue, stated he is very concerned about possible development around his home. He stated that he is not happy with things that are going on in Lancaster County because there are so many private interests in things for profit and greed. Mr. Thorn stated he feels the Board needs to make a stand and pass this tonight.

Pat LeMay, 78 Sun Lane, stated that it may take a lot of time to make the SALDO perfect, and if passed tonight the planning commission can still do the improvements, so why wait, just pass it tonight.

Mr. Bauder made a motion to adopt Ordinance #1-2007, the Manor Township Sub Division and Land Ordinance as presented. Mr. Kreider seconded the motion. The motion carried with a 3 – 2 vote. Mr. Breneman and Mr. Herr voted against adopting the ordinance at this time. Mr. May stated he would like us to work just as hard in the future as we did in the past, until we get the ordinance just the way we want it.

Mr. Smith stated that now that we have passed the SALDO, he recommended that the Supervisors appoint an agent to administer this ordinance. Mr. May made a motion to appoint Rettew Associates to administer the SALDO in conjunction with the Staff. Mr. Breneman seconded the motion, which carried unanimously.

Sarah Reinholt, 2725 Royal Road, thanked the Board for passing this ordinance and she feels this is one of the best Boards we have had in a long time. She noted that she respects those that did not want to pass it because she feels they have worked very hard for our township, but she stated it seems that this SALDO will give the citizens power. Mr. May stated that he truly respects everything the planning commission has done and hopes they will continue to work on this SALDO.

Zoning Ordinance Amendment - Mr. Smith stated this ordinance amendment has been properly advertised and has gone through the appropriate process. He stated it is an ordinance amending the Manor Township Code of Ordinances, Chapter 27, By amending the zoning ordinance by amending the zoning map, changing two tracts of land zoned (A) agricultural zone to (LC) local commercial zone. He noted a letter with County comments and the recommendation from the MTPC to approve the zoning map change and the amendment to rezone. Mr. May stated this is Ordinance #2-2007.

Bernadette Hohenadel, Attorney for applicants Roy F. and Evelyn A. Enterline, 857 Central Manor Road and J. Glenn and Rose Mary Hess, 833 Central Manor Road, presented the request to amend the zoning ordinance for the use of limited automobile, trailer, truck, and farm machinery service and repair facility, including but not limited to auto mechanics, lubrication services and tires, brake, muffler, transmission and car radio as a special exception use in the local commercial zoning. She also noted a request to amend section 407.1 relating to the specific criteria and request that a sentence be added stating that within the local commercial zone limited automobile, trailer, truck and farm machinery service and repair facilities, including

but not limited to auto mechanics, lubrication services and tires, brake, muffler, transmission and car radio as a special exception use. Ms Hohenadel went over the petition requesting the rezoning of 833 Central Manor Road, owned by J. Glenn and Rose Mary Hess and 857 Central Manor Road owned by Roy F. and Evelyn A. Enterline. Both properties are zoned (A) Agricultural and requesting that the 8.28 acres owned by the Hess's and the 1.13 acres owned by the Enterline's be rezoned to (LC) Local Commercial. She also requested that the Official Zoning Map be amended to designate the change in the zoning from Agricultural to Local Commercial, which will further the interest of providing basic commercial goods and services to the local residence that live in this existing area, furthering the concept of villages. She noted it is compatible with the local commercial district that all ready exists to adjoining property. Mr. Bauder stated that he would like to add that they have adopted a new comprehensive plan that is much more friendly to farm activity. It will provide for more agricultural activity on farms. Mr. Smith stated that the first step is changing the map from what is, existing Agricultural to proposed Local Commercial. Ms. Hohenadel read the petition to rezone the properties for 833 Central Manor Road owned by J. Glenn and Rose Mary Hess and 857 Central Manor Road, owned by Roy F. and Evelyn A. Enterline noting the rezoning request from Agricultural to Local Commercial. She noted they are also requesting the Supervisors amend the official zoning map to reflect this change. Ms Hohenadel stated they are proposing a low impact commercial use and provide convenient access for services.

Mr. May called for a five- minute recess.

Mr. May resumed the meeting. Mr. Smith noted that all is in order with Ordinance #2-2007 and Ordinance #3-2007, which were prepared by the Township Solicitor.

Mr. Breneman made a motion to adopt Ordinance #2-2007, amending the Official Zoning Map from Agricultural to Local Commercial, on two tracts of land. Mr. Herr seconded the motion, which carried unanimously.

M. Bauder made a motion to adopt Ordinance #3-2007, amending the Manor Township Code of Ordinances, Chapter 27, zoning, by adding limited automobile, trailer, truck and farm machinery service and repair facilities, including, but not limited to auto mechanics, lubrication services and tires, brake, muffler, transmission, and car radio as a special exception use in the (LC) Local Commercial Zone. Mr. Herr seconded the motion, which carried unanimously.

Proposed Zoning Ordinance Amendment for Shopping Centers – Mr. Smith noted this has been distributed for review because there have been some minor modifications to what was originally distributed. Mr. Roth, on behalf of Friends of Irresponsible Development, stated this amendment relates to shopping centers, trying to have developers make more efficient use of lands for major commercial developments within Manor Township. He went over the urban growth boundaries. He noted that the proposal forces large scale development to build in a multi story format, cutting down on lot size, decrease lot coverage and decrease lot set backs to adjoining properties because of building in multi story fashion. Mr. Roth went over the current comprehensive plan noting Manor Township is still a bulls-eye for suburban development. Mr. May stated they have been working on this for a long time and they need to move on. Mr. May felt it should be passed on to the MTPC and the LCPC. After some discussion, the Board agreed to send this ordinance on. Jim Miller, stated if advertised and changes are made, does it have to be re-advertised. Mr. Roth stated recent law is that if you make a change, it should be re-advertised, but he noted it is important to advertise to start the process and it can be changed and re-advertised. Mr. Herr made a motion to pass the proposed Zoning Ordinance Amendment for Shopping Centers on to the MTPC and direct Staff to advertise the amendment. Mr. Breneman seconded the motion, which carried unanimously.

Retirement – Mr. Smith noted a retirement letter from acting Chief Tom Zug effective May 25, 2007. Mr. Smith expressed congratulations and appreciation for the years of service he gave to Manor Township. Mr. Smith also thanked him for filling the vacancy of interim chief. Mr. Kreider made a motion to accept the retirement of Interim Chief Tom Zug, to be effective May 25, 2007. Mr. Bauder seconded the motion, which carried unanimously.

Award Bids – Mr. Smith stated bid requests for two fuel pumps had been properly advertised and two bids were received. Bids were opened showing Richard Wimer bid \$27,245 for both pumps. Also a bid from Professional Petroleum, bid of \$17,300 for both pumps. Mr. Smith noted he and Mr. Harris have reviewed the bids and recommended the bid be awarded to Professional Petroleum. Mr. Bauder made a motion to award the bid to Professional Petroleum for \$17,300. Mr. May seconded the motion, which carried unanimously.

LCSWMA proposed Wind Energy Project – Mr. May stated there had been a question to the height of the proposed pole that is to be erected. Mr. Smith explained the process for this project. He noted that LCSWMA has asked MT Zoning Officer, Bruce Ott, for his interpretation for this project, which Mr. Ott has determined that the application for the proposed pole would be within the perimeters of the ordinance and would be a permitted use. Mr. May noted this would be a pole with wind cups to determine if there is enough wind current to support the project. Mr. Warner presented pictures of the proposed pole and noted it would be a one-year project to determine this. Mr. Kreider asked if there was approval from the FFA. Mr. Warner stated the pole is 180 ft. and the FFA requires approval is it is 200 ft or over. Mr. Warner noted if this works, then we would have to come back to the Township with a full permit.

Donna Bare, 107 Chestnut Grove Rd, asked if this would be within the perimeter of the fenced in area. Mr. Warner stated it is on LCSWMA land, along the Northeast ridge. Ms Bare also asked if there would be any noise from it. Mr. Warner stated no, it is just a pole and there is no motor of any type.

Barry Remley, 715 Walnut Hill Road, asked if approved, how big would the towers and blades for this project. Mr. Warner stated we really don't know, that will be determined from the wind. He noted a typical one would be 260 feet, with a blade of 160 feet.

Joan Matterness, 213 Sutherland Road, asked if they are just gathering data at this time. Mr. May stated yes. She was concerned that this would set a precedent for the future. Mr. Warner stated if data shows this is a good idea, then we would be coming back asking for permission to put this in.

LCSWMA Minor Permit Modification #101389 – Mr. Smith stated this permit has been distributed for review and Supervisors may comment if they wish.

Owl Bridge Subdivision Agreement - Mr. Smith stated this has been forward to the Solicitor for review, but they have not received any comments back at this time. Mr. Smith stated this is a two-lot subdivision and the letter of credit is in the amount of \$61,845.00 and recommended approval. Mr. Breneman made a motion to approve this Subdivision Improvement Guarantee Agreement and Letter of Credit in the amount of \$61,845.00 pending the approval of the Solicitor. Mr. Kreider seconded the motion, which carried unanimously.

Eagle Heights Security Bond Reduction – Mr. Smith noted Eagle Heights is requesting a reduction in their Letter of Credit in the amount of \$572,779.66. Mr. Smith stated that after review, he is recommending that the actual reduction should be \$451,262.66, noting Eagle Heights included sewer in their request for reduction, and that is held by LASA. He noted that this would leave a balance of \$681,549.24. Mr. Bauder asked who inspects these things. Mr. Smith stated Buchar/Horn does the final inspection. Mr. Bauder stated this says site stabilization is 85% complete, and he did not feel this looks like 85%. Mr. Smith noted we retain 15% of the overall amount of money held to make sure work is completed. Mr. May made a motion to approve the reduction in the Letter of Credit in the amount of \$451,262.66 leaving a balance of \$681,549.24. Mr. Kreider seconded the motion, which carried unanimously.

Chestnut Grove Road, Superpave – Mr. Smith noted they have discussed the amount of material that is to be put on Chestnut Grove. He noted that if an additional ½ inch should be added, it would be an additional 600 tons of superpave. Mr. Kreider stated that he would like to stay within the budget figures and he feels the extra ½ inch will not produce a lot of extra benefit because of other effects like sunlight and winter weather freezing. Mr. Herr noted that superpave has become a stronger material but the need to increase the ½ inch is to be able to profile the road and have a crown for water run off and freezing problems. Mr. Harris noted that Penn Dot uses 3 inches to improve roads where needed and stated that the most important thing in maintenance to a road is drainage on getting water off the road. Mr. Harris noted that even if 2 ½ inches of material is put down on Chestnut Grove it still does not bring that road up to the required standards. After some discussion, Mr. Harris recommended that they use the 2 ½ inches of material and noted this has been the normal practice for roads with similar problems. Mr. Herr stated this road also gets very heavy weight traffic and agreed they should use the 2 ½ inches of material. Mr. Herr made a motion to approve 2 ½ inches material be placed on Chestnut Grove Road and use funds from the Capital Fund for the extra ½ inch material. Mr. Bauder stated this is not an arterial road and not a collector road and traffic is limited except for farming. After some discussion, Mr. Bauder stated he was not in favor of the extra ½ inch and feels they should stay within the budget. Mr. Breneman seconded the motion to use the 2 ½ inches of superpave for Chestnut Grove Road. Mr. May stated it has been moved and seconded and called for the question. The motion carried with a three to two vote. Mr. Kreider and Mr. Bauder voting no.

Wal-Mart Preliminary Plan Conditional Approval – Mr. Smith stated this has been presented for their information but also to get permission for Staff to meet with the Township Solicitors, review this plan and determine what an appropriate response from the Township will be. Mr. Smith felt the Board and Staff should have legal council for this document and conditional approval. The Supervisors agreed that Mr. Smith should take this to the Solicitor.

South Creek Road Bridge Status – Mr. May stated this has been a problem for several months and the County is considering closing the bridge. Mr. Smith stated he has sent a letter to the County Commissioners asking for their consideration of re-examining their current position. He noted attending a County meeting to express our concerns. Mr. Herr noted he attended that meeting and explained the need for this bridge to remain. He stated the County says the road count is low in that area but gave reasons it should stay open. Mr. Smith noted that as a result of the meeting, it was decided that they schedule a meeting to discuss available funds to replace the bridge. Mr. Smith noted he has written to the County on behalf of the Township, and suggested the Supervisors write a letter to the Commissioners asking them to replace and put in a structure for this area and asked that each of the Supervisors directly contact them with the request.

Harold Barley, 728 Walnut Hill Road, stated he was grateful for the addition of the road at Rock Hill Road and they do appreciate it. He stated that he has contacted the County Commissioners about the bridge and noted that without the bridge, when the water rises from the creek, there is no emergency exit for the area and the boys club, which has many children at times.

Lancaster County Conservation Dist. 2007-2008 Memorandum of Understanding – Mr. Smith noted this Memorandum of Understanding is renewed on an annual basis, and we are required to do this. The Board was in agreement that we should renew this Memorandum each year.

Lancaster Inter-Municipal Committee Sign Regulations- Mr. Smith stated the sub committee that deals with the zoning issues continues to review this and if anyone has any individual comments contact Mr. Ott. Mr. Bauder stated that in his opinion there is no benefit in having the LIMC Sign Ordinance and off site signs should be permitted for agricultural uses. Mr. May agreed that we should have off site signs for agricultural business.

Lancaster County Planning Commission Susquehanna River Corridor Master Plan – Mr. Smith noted a letter from the LCPC asking for input and advice in order to develop an effective plan for the future and asked

that the Township appoint a representative. After some discussion, the Board agreed that Barry should ask an appropriate person attend to represent Manor Township.

Correspondence

Mr. Smith noted there is a request for Officer Charles Snyder to attend the basic Police Motorcycle Training Course. This is a two week intense course in Washington DC and the cost is \$1,100. for the two weeks.

Mr. Smith also noted a one-day seminar request for Mike Dickert to attend the Keystone Athletic Field Managers Organization. There is no cost to the Township because Mr. Dickert is a member of this association.

Mr. May made a motion to approve the two listed seminars. Mr. Herr seconded the motion. Mr. Breneman expressed concerns that we are already over budget for Police Conferences. Mr. Bauder asked how many officers are trained for the motorcycle. Mr. Breneman stated three. Mr. Bauder asked if the motorcycle is effective. Interim Chief Zug stated it is very effective. The community relates well to it. Mr. Herr noted that it is also cheaper to operate.

Joan Matterness, 312 Sutherland Rd, asked at what point the Township is at with having the computers installed in the police cars. Mr. Smith stated that we are waiting to hear back about a grant approval for funding.

Mr. May stated it has been moved and seconded and called for the question. The motion carried 4-1, with Mr. Bauder voting no.

Traffic Commission

Interim Chief Zug noted that the Traffic Commission was held April 25, 2007. He stated old business was the no parking signs in Phase I of the Parkfield Development is completed and there was no new business.

Police Report

Interim Chief Zug stated the April statistics have been submitted and there is no further business to report. Mr. Breneman thanked Chief Zug for his input into the traffic commission and for helping out when our chief retired.

Road Foreman's Report

Mr. Harris stated his report for the month has been submitted. They continue to work on base repairs and side gutters and they are in the process of doing some street sweeping. Mr. May asked a question about Valley Forge Road and the way it is breaking up. Mr. Harris noted that a lot of roads that were done in the late 90's are now at the point where this is beginning to happen.

Parks & Grounds Maintenance Report

Mr. Dickert reported that the parks are open for the season. Mr. Smith stated we had an incident at one of the parks this week, where a child fell and got hurt. After reviewing the situation with the parents, it was noted that there was no fault from the park equipment and added that Mr. Dickert does an excellent job on inspecting the park facilities and is on top of safety issues. Donna Bare stated she was pleased with the dog dirt bag dispensers that were placed in the parks.

Assistant Manager's Report

Mr. Laudien thanked the girl's soccer team, the boy's baseball team and all volunteers, the road crew and police department all for the excellent help with the Turkey Hill Country Classic. He stated this is probably

the most successful turnout ever from the community. Mr. May thanked Mr. Laudien for the job he did. Ms Bare asked how many people registered this year. Mr. Laudien stated there were 375 cyclists, 250 runners and 100 children runners and really did not know how many people there were through the day enjoying the rides and other stands. He contributed the large turnout to an excellent weather day.

Township Manager's Report

Mr. Smith noted his report has been submitted and he would like to address one issue. Mr. Smith stated the motor on the Township Explorer had expired and will cost \$5,000. to repair. He asked the Supervisors what direction they would like to go to replace a vehicle since the newly hired police chief will be using the car he was presently using. Mr. Bauder asked if we listed the purchase of a vehicle in the 2008 budget. Mr. Smith stated it had been discussed but it is not in the budget. Mr. Bauder suggested that the Township lease a vehicle until the Taurus gets fixed. Mr. May suggested we get prices for both lease and purchase. Mr. Smith stated he would like to hear from the new chief as he evaluates the fleet being used for the police and determine if he may need the car he has or if it is in excess for the fleet. Mr. Bauder noted there is a police vehicle sitting now with the transmission out. After some discussion, the Supervisors agreed that Mr. Smith come back at next months meeting with a recommendation on a vehicle for lease or purchase.

Building Permit Report

Mr. Kreider read the building permit report noting 30 permits issued in the month of April compared to 39 permits last year. Total number of permits for 2007 is 128 compared to 143 at this time for 2006. Total dollar value this year is \$1,657,560.

There being no further business, Mr. Breneman made a motion to adjourn the meeting at 11:15 PM. Mr. Herr seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary,
Rita J. Young

Manor Township Supervisors Meeting

June 4, 2007

Time: 7:30 P.M.

Chairman John May called the meeting to order at 7:30 p.m. in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge of allegiance to the flag. Roll call was taken.

Members Present: John May, L. Allen Kreider, Richard Bauder, Jay Breneman and Allan Herr.

Staff Present: Barry Smith, Bill Laudien, Mike Dickert; Ryan Strohecker, Chief Graeff and Evelyn Rineer.

Visitors Present: See attached.

Minutes - Mr. Kreider made a motion to approve the minutes from May 7, 2007 meeting. Mr. Breneman seconded the motion, which carried unanimously.

Bills - Mr. Herr made a motion to approve the bills as listed. Mr. Bauder seconded the motion, which carried unanimously.

Financial Report - Mr. Kreider question why the police schooling is 21% over budget? Mr. Bauder stated the motorcycle training was fairly large last month and Mr. Smith stated there were probably a few more opportunities for schooling than normal. Mr. Bauder stated he could not find check no. 000239 that was for the Highville pumper. Mr. Strohecker advised that was budgeted for in 2006 but never made the donation. The donation was made this year and is listed in the capital fund. Mr. Bauder made a motion to approve the financial report. Mr. Breneman seconded the motion, which carried unanimously.

Solicitor's Report - Mr. Smith stated there is no specific report. Mr. Smith indicated he would be mentioning several items throughout the course of the agenda items.

Mr. May stated he was adding two items to the agenda. 1) A brief discussion about a special meeting they would like to possibly hold at Letort Elementary School for the people in Letort Manor regarding the coming sewer installations. Mr. May stated there is a lot of concern by the residents regarding the coming sewer and a wide range of feelings about it. Mr. Bauder advised this also includes Perth Hills.

Donna Bare, 107 Chestnut Grove Road, indicated she has quite a few friends from that development with concerns over the upcoming sewer and water and asked that as a courtesy they send a letter to each of them informing them of the meeting. Mr. May felt that was a good idea. Mr. Smith clarified it is only sewer and not water.

2) The second item was brought to Mr. May's attention by Allan Herr and that is some residents concern with the bridge outage at S. Creek Road and the fact the County has pretty much indicated they are going to let it go. Mr. May stated it is a rather critical situation in that it affects the health, safety and welfare of people in that area who during a storm could be isolated from emergency equipment. Parts of the road flood out before the bridge does and they would be genuinely isolated if the bridge is not fixed. Mr. May stated he wrote a letter that he would read under new business.

Business From The Floor

Mike Zuber, 124 Shannon Drive, stated every year he comes before the Board and ask why they cannot or will not adopt a noise ordinance. Mr. Zuber stated he called three bordering townships that all have noise ordinances and called two boroughs. One borough has a noise ordinance and one does not. Mr. Zuber stated there is a problem in Wilshire Hills regarding noise. Mr. Zuber stated he would like to see a noise ordinance, since nothing that can be done if neighbors are playing music loud or partying. Mr. Herr asked what the nature of the noise was. Mr. Zuber stated someone else would

speak about that. Mr. Zuber stated two weeks ago he complained about Mr. Murry's lots not being mowed and other people have also made complaints. Mr. Zuber asked if Mr. Murry is ever cited. Mr. Smith stated letters are sent and if there is no compliance within the legal time lines they are cited.

Valerie and Steve Galler, 113 Whitney Road, stated they are having a problem with loud music from the neighbors. They have asked them to turn it down but they are turning it up louder just to instigate a problem. They have called the police and they say there is nothing they can do because there is no noise ordinance. Other neighbors are complaining but they are afraid to speak up because of retaliation. They play the loud music from 5:00 p.m. and whenever he comes and goes. He does not live in Wilshire Hills but comes and goes from his girlfriend's residence. The music is being played from his truck and sometimes he has it playing for several hours. They have called the police and were told there is no noise ordinance and he can play his music as loud as he wants. Mr. May stated they will be happy to look into a noise ordinance but does know that some noise ordinances as written are hard to enforce. Mr. Smith stated they could look at some model ordinances and talk to the solicitors about the implementation. Mr. Bauder stated he has heard complaints and obtained a copy of the city's noise ordinance but he does not believe they could adopt something like that. Mr. Bauder asked why the neighbors are intimidated. Mr. Galler said one is a single woman can not afford to get anyone mad at her and the woman next door talked to Mr. Galler in her garage so no one would see her talking about it. Ms. Galler stated they had their Christmas lights cut when they complained about parking and they made a police report. The entrance to Wilshire Hills was torn up after the Civic Association put an insert in the monthly letter about parking. Mr. Kreider stated when he was going door to door came across an 80 year old lady on Manor Ridge Drive with the same type of situation except it is motorcycles late at night. Mr. Kreider stated the lady asked the individual to keep it down and was given a lot of lip. She said she would not say anymore because she is afraid of him. Mr. Kreider stated when it is a situation a neighbor is afraid that is serious in his opinion and there is not room for that kind of thing in Manor Township. Mr. Kreider stated he has the same situation where he lives and he is in the country.

Bonnie Miller, 113 Bent Tree Drive, stated as a point of information two weeks ago she called the police regarding a gentleman who was burning behind her residence. A lot of people are afraid to call even on incidents that have ordinances.

Jim Huber, 113 Shannon Drive, wanted to reinforce the concerns expressed and particularly ones by Mr. Zuber. Mr. Huber is a member of the Wilshire Hills Civic Association and at those meetings for the past several times there have been complaints expressed about noise. Mr. Huber asked about the status of the grass mowing near Wilshire Hills. Mr. Smith stated as explained he does not know the status. Mr. Ott handles those situations and Mr. Smith will check if the letter has been sent. Mr. Huber stated he told several people who had concerns to contact the Township, which they said they did.

Earl Newcomer, 276 Blue Rock Road, asked if Manor Township had a nuisance ordinance. He feels a better way to handle the noise issue would be a nuisance ordinance. Mr. Newcomer stated noise sometimes is not harmful and other times it bothers you.

Mr. Bauder asked Chief Graeff if there was a noise ordinance where he came from and he stated they had one. Chief Graeff stated it was a noise and nuisance ordinance and Mr. Newcomer made a good suggestion. It is not just loud music or revving engines of motorcycles or cars but sometimes it is manufacturing plants, etc. that are making noise above beyond what they should be making at 1:00 or 2:00 in the morning. Chief Graeff stated if something is looked at it should combine many things

and covers everything that can be covered and still eliminate the agriculture areas. Most noise ordinances are from 10:00 p.m. until 6:00 a.m. and Chief Graeff suggested keep it between 10:00 p.m. and 6:00 a.m. or 11:00 p.m. and 5:00 a.m.

Sara Reinbold, 2728 Royal Road, feels if the noise ordinance is from 11:00 p.m. until 6:00 a.m. you will have people who say they can do it until 11:00 p.m. Mr. Reinbold feels the ordinance should cover the entire day.

Mr. May stated they would look into an ordinance and come up with something that is satisfactory to the township and the Chief.

Chief Graeff replied to Ms. Reinbold's comment stating what needs to be done is maybe put it to an excessive amount of noise 24/7 but the 10:00 p.m. to 6:00 a.m. would be the out of norm things. The problem you would have making it 24/7 is someone is having a pool party, the radio goes into the neighbors yard, the neighbor is not invited they will be called for that and they will be running around handling noise and nuisance complaints because someone has their music just a tad louder then comes from their house.

Mr. Galler stated when a vehicle stereo is vibrating your windows and doors that is a little bit excessive.

Old Business

Wheatfield Developer Petition To Rezone - Mr. Smith stated a petition was given to the Supervisors and it was forwarded to the Planning Commission for comment so this is not an ordinance that was ever proposed. That would be the next step if the Township chose to do something about it. You have the Planning Commission comments before you and you can determine whether you want to do anything.

Vic Kicera, 2838 Kissel Hill Road, Lititz, represents Wheatfield Developers and wanted to discuss briefly a request to possibly change the petition to amend it and look at medium density. They have heard the comments of the neighbors and Planning Commission and do not disagree with them. They also feel that maybe that tract of ground would be a better transitional type piece of land to go from the rural to the agricultural, which is across the street. Mr. Kicera stated he had another sketch plan done some time ago as medium density. All single families could be looked at or a combination of single families and semis with preserving as much open space as possible. They want to work with the Township and residents and try making it something more along the lines of Shadowstone and/or Springdale Farms type of project. They would be willing to deed it into several tracts if that helps and only rezone a portion at a time. It is a large tract and will not get developed overnight. It will take years to develop it and they would be willing to look at putting an easement in place with a third party possibly to be somewhat of an administrator of it to make sure things are done that were proposed. Mr. May stated you met with us after the Planning Commission had made the recommendation not to at this time change the zoning. Mr. May stated he told them at that meeting and will tell them now he is inclined to go along with the recommendation of the Planning Commission but would certainly entertain looking at any medium density petition that might be presented. Mr. May stated he had the sense at that meeting the Planning Commission does not feel it is the time to do anything. The Planning Commission was concerned with the high density and the traffic at either end of the road where it goes onto Letort and Rt. 999. Mr. Kicera stated they understand those issues would need to be dealt with. Mr. Bauder recommends they resubmit to the Planning Commission. Mr. Bauder stated he tends to take the recommendation of the Planning Commission but the major objection to all of it is the high-density part. Mr. May advised it would be a petition to the Supervisors, which again they would refer to the Planning Commission. Mr. Kicera believed when they filed the initial petition they had asked if it could be amended at some point along the line to medium density and he believed they

thought it could be amended during the process without having actually filed another petition. Mr. Smith believes that would be appropriate but it would take the necessary paperwork to accompany that. It would be Mr. Smith's suggestion, unless the Board deems otherwise, that they either withdraw the petition or submit a new one or to request an amendment to the petition relative to the type of zone change you asked for. Mr. Smith feels the cleanest way would be to have a document similar to this one and have the appropriate zones in. Mr. Kicera talked about only rezoning a portion at a time and Mr. Smith stated they would have to talk to the solicitor regarding that. Mr. Kicera asked if there was any feed back from the Solicitor on the spot zone issues if only rezoned a piece of. Mr. May stated he did not speak to the solicitor specifically and Mr. Smith stated he was not part of the meeting. Mr. Kicera stated Mr. Smith's assistant was in the meeting and was going to check with the Solicitor. Mr. Thomas in the meantime checked and said any larger tracts like that would not constitute spot zoning. Mr. Kicera stated he is withdrawing the existing petition and will re-file a medium density petition. Mr. Smith asked that Mr. Kicera produce a letter stating the withdrawal of the petition. Mr. Kicera asked if there was any feedback from the Supervisors regarding medium density. Mr. Bauder stated he does not object to a petition for medium density zoning. Mr. Herr stated they have heard the concerns of traffic and some other things there and he is open to taking a look at medium density zoning. Mr. Breneman stated he is not going to second guess the Planning Commission but he feels some of the Planning Commission feels the same as Mr. Herr. Mr. Kreider like the concept of building a section at a time. Sometimes these mass developments turn out to be major catastrophes as far as doing construction so he would be willing to entertain that. Mr. Bauder asked if Mr. Kicera had discussion with the CHARR group and Mr. Kicera stated he has not but would be willing to meet with them.

Wal-Mal Review of F.A.I.D.'s Land Use Appeal – Mr. May suggested they pass that and go into an executive session towards the end of the meeting to review and see what they want to do with regard to their appeal and they will come back and adjourn the meeting. Everyone was in agreement.

Mr. Bauder stated he had had a few items he wanted to bring up. Mr. Bauder asked that the administration look into rezoning the tracts adjacent to the Wal-Mart tract so it complies with the new Comprehensive Plan that specifies that area as local commercial. Mr. May stated Mr. Ahlfeld spoke to him about that and he thinks it is a good idea to look at it.

Mr. Huber stated under old business there is an issue of the Roth amendment and the proposal to change the general commercial zoning. At one point it was recommended to send the amendment to the newspaper for public notice. Mr. May stated he spoke to Mr. Huber on the phone and advised it would be advertised for action at the July meeting and Goodman/Kenneff took care of the advertisement. Mr. Huber stated he wanted to bring it up at this meeting so it would be part of the record. Mr. Kreider stated it could not be advertised prior to 30 days.

Mr. Bauder asked if a motion is needed regarding rezoning the tracts. Mr. Smith stated for staff he would like more explicit direction on what Mr. Bauder would like accomplished regarding rezoning. Mr. Bauder stated they would depend on Mr. Smith's expertise to give them reasonable alternatives. Mr. Herr stated one of the things they addressed before was that they wanted to preserve what commercial space they have so they would want to try to work toward that area.

Joan Matterness, 213 Sutherland Road, asked for clarification on what parcels of land they were talking about rezoning. Mr. May advised it was the four lots adjacent to the Wal-Mart parcel.

Mr. Bauder stated he would also like to change the permitted use of mobile homes in rural zoning areas. Mr. Bauder stated since they are part of the regional comprehensive plan they do not have to provide for every permitted use. The Supervisors were in agreement with Mr. Bauder.

Mr. May stated last month it was talked about the S. Creek Road Bridge being out and apparently the County is going to abandon it or tear it down. Mr. May stated he has written a letter to the County Commissioners for their five signatures and Mr. May read the letter.

Bonnie Miller stated at last week's Commissioners meeting it was brought up that Safe Harbor Village has been sold and is going to be developed which is Conestoga Township. Ms. Miller suggested through this group that bought the village maybe something will be done with the bridge. Ms. Miller was advised the village area has no direct connection to the bridge and would not affect anyone who would live in that area.

Mr. Kreider asked if anyone has any idea of how much money is being talked about regarding the bridge. Mr. Smith stated at the County work session they were talking about a standard replacement that would meet PennDot specifications being in the 1.2 – 1.4 million dollar range. They indicated they do not have the funds to do that and indicated they have 64 bridges within the County that are under their jurisdiction. When they look at various components related to bridges and how they prioritize them this is probably 62 of the 64 in terms of how it would rank. They have scheduled a meeting for Commissioner Henderson, Mr. Smith and several County Administrators on the 18th to meet with some people from the engineering department, department that deals with grant aids and assistance and will look to see what funding mechanisms might be available. Neither Mr. Smith nor Supervisor Herr could make any indication of any contribution at this stage. Preliminary process is to find out if there is any money and Rep. Cutler has indicated in a letter to the Supervisors that he is interested in seeing if funds would be available. Mr. Bauder stated he would not sign the letter, because he has not seen a comprehensive presentation to spend 1.2 million. Mr. Bauder stated he did not have enough information to make a decision. Mr. Kreider stated he feels the same as Mr. Bauder. As Mr. Bauder indicated, it is taxpayer's money no matter where it is coming from. Mr. May stated he sees no harm in exploring it, especially if the people in that area would be cut off in a flood. Mr. Bauder stated he would have to see how often it happens that they are cut off. Mr. Bauder stated there are many places in the Country that only accessible by boat and life is not perfect and everything cannot be made 100% sure. Mr. Bauder stated the bridge has no commercial value because the other end is a weight limited bridge and he has never seen a semi-truck use the bridge. Mr. Bauder was advised there are trucks that cross the bridge. Mr. Smith stated he has seen some of Country Engineer McCudden's documentation that may be very helpful, as it would have traffic counts and data. Mr. Smith believes they could ask Mr. McCudden to come whether to a work session or one of the regular Supervisor's meetings and present the information. Mr. Herr stated the Commissioners response was go ahead and improve Creek Road and his response to that was for the township to improve Creek Road all it does is improve access to the Boys Club. It does not address all of the other issues, why spend all the money just to do Creek Road when the bridge can benefit so many other people. Mr. Herr stated at this point he thinks the letter is just asking them to do more exploring into it and bring some of that detail to the Supervisors and some of their reasoning of why they want to close it and not replace it. Mr. May stated they can say in the letter they request they explore funding sources. Mr. Breneman agrees the letter needs to be sent and get the County working on it and show them the township's position on it. Mr. Breneman stated he used that bridge 2-3 times a week.

Donna Bare asked if this bridge is irreparable and Mr. Smith stated it is. Mr. Herr stated the main support beams rusted off at the one end about a year ago came in installed heavy plates and temporarily it was okay. Last summer a hole opened up in the decking of the bridge. Ms. Bare stated everything does not need to be state of the art replaced. Mr. Herr stated that was their approach when they went there. The response was with new PA and Federal Standards that are in place they cannot do retrofit to what is there. Mr. Smith stated their opinion was they will build it at the standard that the state and county requires if you want it less we will give you the bridge as a township and you can deal with it.

Mr. May stated addressing this specifically to Mr. Bauder and Mr. Kreider he asked if the letter said “under the circumstances we think the county would be ill advised to abandon or remove the bridge and we request that the feasibility of its rehabilitation or replacement be given serious consideration”. Mr. Kreider and Mr. Bauder stated they could go along with that wording. Mr. May stated he would reword the letter and have it out tomorrow for signatures.

New Business

Resolution to Accept Parkfield Phase I Streets – Mr. Smith stated Resolution #15-2007 was prepared to accept dedication of the streets and right-of-ways as listed in Parkfield Phase I and also have the deeds prepared for signature. They have been inspected and meet Township guidelines. Staff and Solicitor are recommending you sign this resolution and accept the deed for these streets. Mr. Breneman made a motion to approve Resolution No. 15-2007. Mr. Kreider seconded the motion, which carried unanimously.

Timson Place Letter of Credit Reduction Request – Mr. Smith had an opportunity to do a site visit and there were several items included in his request for reduction that have not been in place. They are not extensive in dollars but an adjustment is required. Mr. Smith recommended the letter of credit be reduced by the amount of \$155,223. with the remaining balance in the amount of \$221,003. Mr. Bauder made a motion to reduce the letter of credit in the amount of \$155,223. with \$221,003. remaining. Mr. May seconded the motion, which carried unanimously.

Woods Edge Phase II Letter of Credit Release Request – Mr. Smith stated time has expired and everything is in order. There is an obligation to release the letter of credit. Mr. May made a motion to release the letters of credit for Woods Edge Phase II as follows: Fulton Bank #D002671 and Susquehanna Bank #0130988984. Mr. Bauder seconded the motion, which carried unanimously.

Turkey Hill Letter of Credit Release Request – Mr. Smith stated the development has been completed and the actual expiration date is July 19th. Based on the fact these are all internal improvements and not public improvements if you chose you can release that letter this evening or make a motion to release it July 18th. Mr. Herr made a motion in regards to the Turkey Hill letter of credit #SLCCIN00505 that we give the release for that letter of credit with U.S.Bank. Mr. Breneman seconded the motion, which carried unanimously.

Manor Oaks Lot 146 Letter of Credit Reduction Request – Mr. Smith stated the request is in order. Mr. Bauder made a motion to reduce the letter of credit by \$80,784.25 leaving a balance of \$158,803.18. Mr. Herr seconded the motion, which carried unanimously.

Waste and Recycling Committee Recommendations regarding collection days and hours – Mr. Laudien stated the Waste and Recycling Committee is recommending the extension of days to include Wednesdays and the recommendation that we include hours of pick up to go from midnight on Saturdays after a holiday. The rationale is that as Waste Management and some of the larger haulers have increased their prices a number

of small haulers have come in with lower prices and serve a broader number of customers. Those haulers are having difficulty, as they tend to be one or two truck operations making all their rounds in the limited number of days we have available. The Waste and Recycling Committee considered those recommendations and they thought a fair compromise was the inclusion of one extra day and Saturdays after holidays. Mr. Bauder stated citizens ask him about a single hauler. Mr. Bauder stated surrounding townships have a single hauler and some have mandatory and some have voluntary. They seem to like it and the rates seem good. Mr. Bauder asked if the single hauler has been considered. Mr. Laudien advised it has been looked at on multiple occasions. The Waste and Recycling Committee agrees that politically, philosophically and in some ways economically that the current system, with the type of township we have, is the most viable. Most people realize a savings and efficiencies where they have more condensed communities and more densely packed townships may be more viable but the nature of this township does not really allow that. Mr. Bauder made a motion to accept the recommendation to add Wednesday and commencing at midnight after certain holidays. The motion authorizes staff to prepare an ordinance with correct language. Mr. May seconded the motion, which carried unanimously.

Chief Graeff's Requests – Purchase Vehicle – Mr. Smith stated the Chief has laid out the actual cost and has given some justification for alterations he would like to see. These would be on state contract so would be available. Mr. May pointed out the vehicles were a Crown Victoria and Ford Explorer. Mr. Kreider stated they are under the budget amount that was allowed in the capital fund. Mr. Herr made a motion to grant the request of Chief Graeff to purchase the Ford Crown Victoria and Ford Explorer by the PA State Contract. Mr. Breneman seconded the motion, which carried unanimously.

Mr. Kreider asked the status on the grant money for the computers. Mr. Smith stated he believed they are waiting for the state to take action. Mr. Laudien stated the grant application process is closed and the grants will be awarded in July. Mr. Laudien stated they anticipate being a recipient of the grant.

Promotion Process - Mr. Smith stated the Chief make a very compelling reason in terms of supervisory powers that promotion would be in order. Mr. Smith stated it is a good suggestion on the Chief's part to make this a competitive process as opposed to a perception that existed over time that simply promotions were based on seniority or favoritisms and that is a common thought in some departments in some public works area. His proposal to do a testing process and add several elements into this selection process is commendable. What needs to be considered 1) is it appropriate to have those supervisory positions established and 2) are you in agreement with the process in which they should be filled? Mr. Bauder stated certain aspects of leadership do not always show up in a written exam. Mr. Bauder stated he sees the oral exam will be taken before the panel of Chiefs and Chief stated that was correct. Mr. Smith stated 55% would be done by the oral evaluation and the remainder would simply be applied to the test. The test is not the majority of the deciding factors. Mr. Bauder stated no one has veto power and Chief Graeff advised Mr. Bauder he was correct. Mr. Kreider stated if there are promotions would someone be promoted to take care of letting the newspaper know what is going on in the township. Mr. Kreider stated we need to let the people know what is going on in the township. Chief Graeff stated he agreed and press releases should be part of what is going out. Chief Graeff stated one of the positions administrative/detective sergeants would handle press releases. Chief Graeff stated there is too much for one person to do and that is why he needs supervisors so he can delve out some of the details that need to be done and make sure everything is done properly. Mr. May stated they have asked in the past that information be given to the newspapers. It is important for the neighbors to know if there is a spree going on or something they can be looking for.

Joan Matterness stated she was happy to read the article about hiring officers and would like to commend Chief Graeff's idea for the promotion process.

Donna Bare stated she also read the article regarding the Chief Graeff's appointment in the paper and thought it was a nice article. She came to address the issue that Mr. Kreider brought up regarding the police log in the newspaper. Ms. Bare feels there is a lot of things that go unsolved in the Township maybe if more people were aware of what crime activity is going on they could be keeping an eye out and maybe make the Township a little safer. She believes that would be a tremendous goal for Chief Graeff to include in his list of goals.

Mr. May made a motion to approve the process set forth with latitude for Chief Graeff to determine which method to use in terms of the testing and which entity to use depending on the number of people who want to take the test. Mr. Herr seconded the motion, which carried unanimously.

Advertising for Police Officers – Mr. Smith noted the most recent retiree Interim Chief Tom Zug who retired at the end of last month. He should not be looked at as just an interim chief he was involved in patrol and other aspects. That is one position that is now vacant and Mr. Smith probably one of three were not replaced when Chuck Roberts had retired and there were two resignations within a 24 month process. Mr. Bauder asked what is recommended in regards to numbers. Chief Graeff stated he left it open ended. Chief Graeff stated what he wants to do is get the testing process going and then maybe come back and request a number. He would like to see at least two hired this year. Mr. Breneman commented historically when officers were hired there were one or both of the Supervisors and staff involved in the process as far as interview, etc. and this would not allow that anymore? Mr. Smith stated this process would be different. Mr. May and Mr. Bauder feel good about the proposed hiring process. Mr. Breneman feels the process is good but does not allow them to meet the candidates. Mr. May stated he is not sure they could not meet the candidates. Chief Graeff stated this process is similar to the promotional process that is already approved. From his understanding of talking to officers and police supervisors, most of these things were done at one time or another but only parts of them. Chief Graeff stated they will go through the entire process by advertising, bring applications in, test, physical fitness test, oral interview and after that everything else is contingent on offering employment. Mr. Smith stated this process is typical in municipalities our size and larger. Mr. Bauder made a motion Chief Graeff be given the latitude to select the process that is most efficient and cost effective. Mr. Breneman seconded the motion, which carried unanimously.

Ted Gingrich, 110 Brent Tree Drive, asked how understaffed was the police force. Chief Graeff stated from the year 2002 they are looking at two officers down as of now. Mr. Breneman stated he went to a Police Staffing Workshop where a formula was put together as to where the level should be and about a year ago they came up to 20 – 25 actual officers. Mr. Breneman stated the force is down at least one or two. Mr. Smith stated administratively they would challenge Chief Graeff regarding a number of changes one being a pending grievance on 12-hour shifts. That is one process that needs to be analyzed while evaluating other processes productivity of the department. Chief Graeff will be expected to justify his request for whatever personnel it may be.

Bonnie Miller stated the 2002 figures she assumes would be the population but the population in 2007 would be much higher, so therefore, probably do need more than one officer because of growth. Mr. Breneman stated the future population is figured into the process that was used.

Correspondence

Mr. Smith noted there is registration forms for Chief Graeff for the PA Chief's Conference and the other a request to have Gary Strock and Kim Geyer attend the

Command Institute for Police Executives. Mr. Bauder made a motion to approve the request. Mr. Kreider seconded the motion, which carried unanimously.

Traffic Commission

Chief Graeff noted Traffic Commission meeting was held on Wednesday, May 30 with himself, Mark Harris and Supervisor Breneman present. There was a letter from Esther Greiner, 22 Bucknell Avenue, requesting a handicap parking sign at her residence. After advising her that the parking space could be used by any handicap person,, she withdrew her request. There were some citizens concerned about speeding in Bowling Green area. The Commission talked about putting out the traffic data collector to see if the speed was as high as residents claimed and a traffic study will be done to determine if a stop sign should be installed at Valley Drive and Weston Road.

Bonnie Miller asked if a study could be requested at Centerville and Stonemill Road. Ms. Miller stated Centerville Road is a racetrack and just recently there was a very bad accident. Mr. Breneman asked that a written request be submitted to the Traffic Commission. Mr. Smith advised this area is probably the most frequented enforcement area currently.

Police Report

Chief Graeff stated the report stands as written but would like to point out DARE is finished. There were several DARE graduations and the Community Police Officer also attended the Mountville Fair and Mountville Health Days. They have been targeting aggressive driving and seat belt enforcement details. They led the Memorial Day Parade. Chief Graeff indicated he is a big proponent of Community Policing and he has spoke to all the officers. One of the things he wants to do is get the motorcycle out more often, the bicycles and have the officers get out on foot patrol. These things are happening and as the summer goes on he will be expanding on them. There were 21 criminal arrests for the month, for the year 135, traffic citations 106 for the month, 493 for the year, 27 accidents for the month, and 147 throughout the year so far. A note written by Joanna Rodriques was left that read "I think that Manor Township has the best cops in Lancaster". Chief Graeff stated it is an honor for him to take this position and wanted to let the Supervisors know he appreciates the honor and the privilege given to him and he wants to make everyone proud and appreciate the trust given. He stated it is a very good police department and there are some fine officers both male and female and he hopes to improve on what is already there and make it an even better place for them and a better police department for the residents.

Road Foreman's Report

Mr. Smith stated Mr. Harris's report stands for itself. He did want mentioned the contracted work lined up seal coating and overlay is expected to start in the next one to two weeks.

Ms. Bare asked if Chestnut Grove Road is being tar and chipped or blacktopped. Mr. Smith advised it would be a blacktop project. Mr. Herr advised next year there would be a tar and chip. Ms. Bare asked if they could request they do not get a tar and chip. Mr. Herr explained the process regarding roadwork.

Parks and Grounds Maintenance Report

Mr. Dickert reported there is nothing out of the ordinary. They are into their maintenance routine for the year. The summer employees have started.

Assistant Manager's Report

Mr. Laudien reported last month he responded to a number of complaints regarding trash haulers picking up on off days as well as some accusations of throwing recycling in with the trash. The incidents of recycling thrown in with the trash Mr. Laudien found the haulers were not in violation of our ordinance. One of the operators

has a compactor truck for waste and recycling so while it may look like trash is going into a general trash truck it is actually going into a recycling holding truck. He worked with the consultant and Park and Recreation Board on the Comprehensive Park and Open Space Program Plan and started to make some headway there. They decided to start meeting on a more regular basis than previously advertised in order to try to get this done if possible by the end of the year. There were a number of stormwater issues that compiled over last fall and through the winter that were waiting spring and summer cycle. With the cooperation of Mark Harris and the Road Department, they were able to address a number of those issues and resolve the stormwater problems to the satisfaction of the residents. He worked with ARRO and Bruce Ott to modify the permits package. The package has worked tremendously. We have processed probably somewhere between 800 and 1,000 permits and it allows staff to search through the permits in a very quick way and very efficient way. It allows us to get permits done in the absence of Bruce Ott. The reason it must be changed is not anything wrong with the program but the State modifies what they want to see on a permit on a six months basis and we have put them off as long as possible. We are not changing the substance but changing the way it works when you receive a permit. The summer program will start next Monday and will run for eight weeks.

Manager's Report

Mr. Smith mentioned regarding Wal-Mart staff has met with the solicitor to look at two specific aspects 1) giving scrutiny to the County's conditional approval of the preliminary plan and how that may effect the Township and 2) reviewing the appeal that F.A.I.D. has into the County which is the purpose of your pending Executive Session. Scheduled for this week, our consultant will be meeting with Mr. Laudien, Mr. Ott and Mr. Smith reviewing all the comments that have been solicited regarding subdivision/land development ordinance. There will be a meeting June 18th regarding the S. Creek Bridge and hopefully will look at whatever options are out there regarding funding. The Charlestown Road culvert has been deteriorating and it has been budgeted for the engineering proposals. For the engineers to prepare a proposal, they need to know whether the Supervisors want the standard 28' that would be two lanes and the appropriate pedestrian on each side. There had been discussion regarding making the culvert three lanes. Mr. Breneman asked if the engineering could be done that it could be added to as far as box culvert. Mr. Smith stated the adding to is not practical from a standpoint that there are wing walls and footers. Mr. Smith stated there is a possibility it can be extended but the cost of that is just as much if not more when it is factored in you have not only constructed one set of wing walls to an extent you will be doing again. Mr. Bauder stated, to make it bridge three lanes, the stonewall would have to be removed and that would be a tremendous cost. Mr. Smith stated he feels the alignment should be were it currently is and first improvement would negate having to expand right-of-way in the near future would be to look at upper improvements at the Rt. 741 intersection with a right turn lane. There are times when most people are turning right. If there would be a right turn lane, it would significantly facilitate traffic through there because in peak hours it is backing up to the bridge. Mr. Breneman feels the best thing is to replace what is there and if something happens redo the intersection. Mr. Smith stated the immediate future is to replace the culvert that will in all likelihood predate anything that happens on the tract behind us. In the event the tract behind us comes in with 600+ acres, they will have to do significant improvements at which time that intersection will be a must. Mr. Bauder stated since the tract was mentioned that is in the PRD, which gives Planning Commission complete authority for approval, and he would like to see that changed so that the Board has part of the approval of that PRD. Mr. Smith stated that would be amending the zoning ordinance. Mr. Smith stated the suggestion is very practical and

logical and Mr. May agreed. Mr. Bauder asked if a motion is needed for amending the zoning ordinance to adjust the approval process of the PRD. Mr. Smith stated if there is consensus to do that they would just prepare it. Mr. May asked if a motion is needed on the culvert. Mr. Smith stated if the consensus is to go with 28' he will work with the engineer and the goal will be to get the engineering done. It is budgeted for this year and if able to get it awarded and done this year or into the first quarter of next year they would want construction to hit virtually immediately after school is out, because this will be a disruptive construction.

Ted Gingrich reported that the intersection at Charlestown and Rt. 741 was allotted three-quarters of a million dollars by PennDot for improvements and they pulled that money to put sidewalks in at Dutch Wonderland.

Building Permit Report

Mr. Kreider read the building permit report noting the amount of permits issued in May of 2007 was 60 and last year 41. Permits year to date were 188 and last year 184. Dollar value of permits issued in May 2007 were 2,599,634 and the dollar value of permits issued year to date in 2007 is 11,736,721 compared to 2006 of 12,937,269.

Mr. May stated the Board was adjourning for an Executive Session regarding a litigation matter and when they come back it would be to adjourn the meeting.

Mr. May reconvened the meeting and stated the purpose for the Executive Session was to determine whether or not they wanted to intervene in the land use appeal filed by F.A.I.D. with regard to the Wal-Mart matter. Mr. Breneman made a motion that Manor Township wishes to intervene in the land use appeal that has been filed by F.A.I.D. and others for the conditional approval given by the LCPC. Mr. Kreider seconded the motion, which carried unanimously.

Mr. Gingrich stated he heard on TV today that Wal-Mart is drastically cutting back on their new openings.

There being no further business, Mr. Kreider made a motion to adjourn the meeting at 10:40 p.m. Mr. Herr seconded the motion, which carried unanimously.

Respectfully submitted,

Barry L. Smith
Secretary-Treasurer

Recording Secretary
Evelyn Rineer

Manor Township Supervisors Meeting

July 2, 2007

7:30 PM

Chairman John May called the meeting to order in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA, at 7:30 PM. He led those in attendance in the pledge to the flag. Roll call was taken noting all Supervisors present.

Members present: John May, Richard Bauder, Allan Herr, Jay Breneman and L. Allen Kreider.

Staff present: Bill Laudien, Mark Harris, Chief Graeff, Mike Dickert, Ryan Strohecker and Rita Young.

Visitors present: See attached.

Minutes – Mr. Breneman noted a correction in the minutes under the police report. He stated the sentence reads opponent and it should be proponent of Community Policing. Mr. Kreider made a motion to approve the June 4, 2007 minutes with the listed correction. Mr. Herr seconded the motion, which carried unanimously.

Bills – Mr. Herr made a motion to approve the bills as listed. Mr. Breneman seconded the motion, which carried unanimously.

Financial Report - Mr. Bauder made a motion to approve the financial report as submitted. Mr. Kreider seconded the motion, which carried unanimously.

Solicitors Report – Mr. Laudien stated there is no solicitors report.

Business From the Floor

There was no business from the floor.

Old Business

South Creek Bridge – Mr. May stated he had written a letter noting they would like the County to explore the possibility of putting in a new bridge or at least explore the cost of it. Mr. Laudien stated that Mr. Smith is continuing to work with the County to try to find some alternative funding for the bridge. Mr. Kreider stated that he has a problem spending money to replace or repair a bridge that he feels goes nowhere. He noted there is a bridge close by that can be used instead. The Supervisors discussed that there are 62 bridges that the County has to repair and they felt this one would not be high on the list.

Springdale Park Walkway – Mr. Kreider stated he has talked to the two homeowners along the walkway and other homeowners in the community and they have come to the conclusion that the owners, on either side of the park walkway, are more than willing to have signage put up along their properties. Mr. Kreider felt this is a perfect solution to this problem even if everyone might not be happy with this. Jim Hall, 129 Swedesford Lane, felt the signs are a good idea because it is a beautiful park area but a lot of people don't know it is there. He felt this is good for the community but did make a suggestion that some brush at the end of the walkway be cleaned up. Mr. Breneman agreed that the signage is a good idea and should be installed at both ends of the pathway. Mr. Kreider made a motion to direct Mike Dickert to install the signage. Mr. Breneman seconded the motion, which carried unanimously.

Mr. Kreider asked if the Board plans to be discussing a noise ordinance tonight since it was mentioned at last months meeting. Mr. May stated no, it is not forgotten, but not ready to discuss yet. He noted that they are exploring the possibility of combining a noise ordinance along with a nuisance ordinance.

Mr. Bauder stated he had made a request in the past to look at changing our PRD zoning, and asked where they are with that. Mr. Laudien stated there are three issues that were brought up last time it was discussed. He noted they have begun work on the PRD Overlay, the noise ordinance and also constructing the noise ordinance to include amending the days of operation of the waste haulers. He stated he hopes to have all three items prepared and advertised for the next meeting.

New Business

Shopping Center Zoning Amendment – Mr. May noted this has been before the Manor Township Planning Commission at last months meeting and they had forwarded it to the Supervisors for adoption. Mr. May also stated that there has been discussion on rezoning the four lots around the Wal-Mart area, but there are other places in the township where this ordinance would apply. He stated the MTPC has recommended that it be adopted. Mr. May stated that this was a long discussion with the MTPC. Mr. Bauder stated he attended the MTPC when it was discussed and he is satisfied with the recommendation from the MTPC to adopt this amendment. Mr. May stated this amendment reads as follows: An ordinance amending the Manor Township Code of Ordinances, Chapter 27, Zoning, by amending the Official Zoning Ordinance of Manor Township, Lancaster County, PA, by (1) implementing measures to protect valuable areas within the Township's Commercial zones from sprawling development patterns associated with large-scale shopping centers; (2) Requiring multi-story development for large scale shopping centers; (3) Requiring multi-story off street parking lots for large scale shopping centers (4) increasing required loading spaces sizes for shopping centers; (5) clarifying the language of section 401; and (6) adjusting related sections to accomplish the preceding revisions. Mr. Bauder made a motion to adopt Ordinance #4-2007. Mr. Kreider seconded the motion, which carried unanimously. Mr. May noted that it might be a good idea to look at our Zoning Ordinance in relationship to the Regional Comprehensive Plan verses our own to make sure we are consistent.

Mr. Bauder stated that with regards to signs, in our new Comprehensive Plan there is a comment about making sure our sign ordinance serves the citizens of our township. He stated that since he no longer has a vested interest in signs, he feels that seasonal off premise signs should be allowed. He stated he would like the Township to do something about this. Mr. May agreed because there are so many off premise signs anyway. Mr. Kreider agreed about the signs, however he feels signs should have a limited time and place even if it is a farm product. Mr. Kreider stated he does not like any signs, but if they are used, then people must abide by the rules and take them down when not in use if seasonal. Bonnie Miller, 113 Bent Tree Drive, stated that the Township already has an ordinance for signs and went over several rules. She noted that the sign ordinance is only enforce if someone calls the Township and complains, then the zoning officer will go out and pull illegal signs. Mr. May stated we have adopted the Regional LIMC Sign Ordinance. Mr. Laudien stated that the sign ordinance is enforced and there are many signs in the basement of the township building that Mr. Ott has pulled. Mr. Herr asked if we make a change in our sign ordinance, how does that affect the LIMC sign ordinance that we have adopted. Mr. May stated we can make any changes we want in our own sign ordinance for the township. Mr. Bauder stated the he feels we should review our sign ordinance. Mr. May stated that he did bring up the issue of off premise signs at an LIMC sign meeting and all the other townships wanted to leave the ordinance as it is. Mr. Herr suggested they direct staff to review the sign ordinance for changes in off premise signs. Mr. Laudien suggested that possibly the Supervisors should review the ordinance so it could reflect the changes they had in mind. After some discussion, the Supervisors agreed that they would all review the ordinance and give staff their recommendations.

Wheatfield Developers LLC Petition to Rezone - Mr. May stated that the MTPC recommended that the Haverstick Farm not be rezoned in the past and now, Wheatfield Developers is requesting that the 132 acre farm be rezoned from R-Rural to RM Medium Density Residential. Mr. May suggested that this request be passed on to the MTPC for their comments. Mr. Bauder made a motion to pass the request from Wheatfield Developers to rezone, on to the Manor Township Planning Commission for recommendations. Mr. Breneman seconded the motion, which carried unanimously.

Wheatfield Developers Conditional Use Application – Mr. May stated they have received a conditional use application to keep the Haverstick Farm zoned Rural and put in a trailer park. Mr. May stated that a conditional use application is an application that does not go before the Zoning Hearing Board or the Manor Township Planning Commission. He stated it is a request that goes before the Supervisors. He noted that the Board has 60 days for the filing of the complete application to set a hearing. Mr. May stated the he believes the application is complete and they will have to set a date. He noted the Supervisors are the judge and jury for this application and it would be inappropriate to make any comments at this time. Mr. Laudien stated the conditional use hearing is similar to what occurred with Wal-Mart's special exception hearing. The difference in this case will be that the Township, shall be represented by the zoning officer. The staff members will be required to attain their own council. Mr. Laudien stated that this case, the request shall be presented to the Supervisors, by the zoning officer and his council, by the applicant and their council and by any other parties which my want to voice their opinion. Mr. Laudien agreed that it would be inappropriate for the Supervisors to make any comments on this at this time. Mr. Laudien recommended that the Board appoint Matt Crème to represent Mr. Ott as legal council for the conditional use hearing. Mr. May reviewed that there are two things happening by this developer at this time. Mr. Bauder made a motion to attain Matt Creme as legal council for Bruce Ott through the conditional use hearing for Wheatfield Developers, LLC. Mr. Kreider seconded the motion, which carried unanimously.

Peace of Mind Self Storage Waiver Request – Mr. Laudien stated that Peace of Mind Self Storage is asking for a waiver request to have an additional area stoned and not paved, to expand their business to park some RV's and trailers or boats. Their request is to use crushed stone instead of blacktop. Mr. May stated there are other areas where this has been permitted. Mr. Herr made a motion to grant the waiver request to allow the area to be stoned instead of paved. Mr. Kreider seconded the motion, which carried unanimously.

Agricultural Security Area Addition – Howard and Frances Shaub – Mr. Laudien stated this is a notification that Howard and Frances Shaub, 3483 Blue Rock Road, would like to add 39.2 acres into the established Agricultural Security Area for Manor Township. He noted they would like to utilize the 180-Day Procedure. Mr. Breneman made a motion to accept the petition for Agricultural Security for Howard and Frances Shaub and grant the 180-Day Procedure. Mr. Herr seconded the motion, which carried unanimously.

Barb Cook Lefever Isolation Distance Waiver – Mr. May explained a letter from Dave Lockard, Sewage Enforcement Officer for Manor Township, stating the applicant wishes to repair her sewage system at 1 Dublin Drive and is requesting the waiver of isolation distance because they can not meet all the requirements of the regulations. Mr. Lockard is recommending approval of the waiver. After some discussion, Mr. Kreider moved to approve the Lefever isolation distance waiver request. Mr. Herr seconded the motion. The motion carried unanimously.

Southern-End Low-Grade Rail Line – Mr. May stated a request from Mr. Dan Good, Lanc. Co. Conservancy, along with Mr. Ralph Goodno, asking the Township to endorse a consultant for the

rail trail. He noted that the consultant would receive \$10,000, however, \$9,000 of this is already a grant, leaving only \$1,000 that the municipalities would have to provide. The Manor Township Supervisors signed a letter in support of the establishment of a rail trail passing through Manor Township.

Parkfield Phase 10 Letter of Credit Reduction – Mr. May stated this request, from Fieldcrest Associates, for a reduction in Letter of Credit #D004312 is in the amount of \$451,510.00. Mr. Laudien stated this project has completed 65% of the excavation and the storm water is 95% complete and Staff is satisfied with the work. Mr. May questioned the letter listing work being 65% complete without listing documentation. Mr. Laudien stated that Mr. Smith does have all the documentation he just did not make copies of all of it. Mr. Bauder asked about the storm water. Mr. Laudien stated that the issues on storm water for this project were storm water management issues and this is reduction of Letter of Credit issues for the excavation. Mr. Harris added that all the storm water structures are in place and they will begin pouring curbs within the next week. After some discussion, Mr. Kreider made a motion to reduce Letter of Credit #D004312 in the amount of \$451,510.00. Mr. Breneman seconded the motion, which carried unanimously.

Manor Oaks Remaining Lands Section 1 Letter of Credit Reduction Request – Mr. May noted a request for a reduction in Letter of Credit #566 from Manor Oaks. The request is for a reduction of \$72,425.68 leaving a balance of \$24,065.00. Mr. Laudien stated that Mr. Smith is recommending that the Supervisors do not grant this reduction in this Letter of Credit at this time. Mr. May tabled Letter of Credit #566 for Manor Oaks.

Manor Oaks Remaining Lands Section 2 Letter of Credit Reduction Request – Mr. Laudien stated this reduction of Letter of Credit #617 request is in the amount of \$10,553.35 and would leave a balance of \$66,884.45. Mr. Laudien stated staff is recommending the reduction request. Mr. Bauder made a motion to grant the reduction request of \$10,553.35 for Letter of Credit #617 for Manor Oaks. Mr. Breneman seconded the motion, which carried unanimously.

Manor Heights Apartments – Letter of Credit Reduction Request – Mr. Laudien stated there are two issues in this request. The first issue is for a reduction in the maintenance guarantee leaving a balance of \$148,732.56 and staff is recommending that this be approved. Mr. Breneman made a motion to reduce the Letter of Credit and leave a balance of \$148,732.56. Mr. Kreider seconded the motion, which carried unanimously. Mr. Laudien stated the second request is for the second bond to be reduced to \$94,402.00 which staff is recommending approval. Mr. Bauder made a motion to reduce this Letter of Credit to \$94,402.00 for Stony Creek Ridge Limited Partnership. Mr. Herr seconded the motion, which carried unanimously.

Township Job Description – Mr. May noted that the Supervisors would like to review the job descriptions for the Township and he suggested that they appoint a committee to improve them or shift some responsibilities and clarify some responsibilities. He noted this would also provide benchmarks for evaluations. Mr. May appointed Mr. Herr and Mr. Bauder to be on a committee with Mr. Smith and Mr. Laudien to review the job descriptions. Mr. Bauder stated he has concerns with the methods used for evaluating and he feels the Board should have input to this. Mr. May stated the last time they were reviewed was in 2001.

Correspondence

Mr. Laudien stated the Township has received notice from DCNR for final approval for the floating dock to be installed at the end of Blue Rock Road. He noted permission to purchase this and go ahead with the project, and hope to have the dock installed as soon as possible.

Mr. Laudien noted a request from West Lancaster Fire Company. Mr. May read a letter of request for financial assistance from Manor Township for the purchase of a new engine with an estimated cost of approximately \$500,000. He noted reasons why West Lancaster will be purchasing the new engine. Mr. May suggested that they forward the request to the budget to consider it for the coming year.

Mr. Laudien noted a request to attend the Grounds Manager's Field Training at Swarthmore College for a one-day session, cost \$35.00 per person. Request is for Mike Dickert and any other appropriate personnel.

Mr. Laudien noted a request for Officer Tricia Mazur to attend the Reid Technique of Interviewing and Interrogation at a cost of \$395.00.

Mr. May made a motion to approve the two requests for seminars with the necessary expenses paid. Mr. Breneman seconded the motion. The motion carried unanimously.

Mr. Bauder stated that he and Mr. Kreider looked at the culvert located on Charlestown Road. In their opinion the culvert is in good shape except for the out-going sides. He stated he would like to have a bridge builder look at this to see if he could repair the bridge instead of replacing it. Mr. May noted that at the May meeting it had been budgeted to have the engineering studies done for the bridge. Mr. Bauder felt it should be done before the engineer studies, because if it could be repaired, then we would not need the engineer studies. Mr. Harris stated that it was his understanding and the engineering study was agreed upon at the last road tour when the culvert was looked at. Mr. Harris stated that it was also approved in the budget project to have the engineering study done. Mr. Bauder stated that they did agree and approve that, but he recently looked at the bridge and he feels the bridge has not deteriorated any more. Mr. Harris stated that he has looked at it and he feels the bridge is deteriorating more. Mr. Harris went over several other areas of the bridge that have been deteriorating more and based on discussions this past week with Buchart/Horn it is not likely that the bridge can be replaced in 2008. He noted that the process to get all bids and permits required would take until 2009 to complete. Mr. Harris stated that he would be happy with this time frame because it would give the Township time to set monies aside in the budget process for this project which will be a large bill. He added that this is good vision and planning. Mr. Harris noted they had a previous estimate to repair the bridge at \$30,000 and the engineers stated you would have to double that at this point. Mr. Harris noted that there was concrete put in to try to stabilize some of the erosion but it still needs replaced. Mr. Bauder stated he would still like to have someone different look at the bridge. Mr. Kreider asked if we have ever had Penn Dot look at this. He noted that Penn Dot offers some services at no charge and gives some ideas of what should be done. Mr. Harris asked if Mr. Kreider is referring to LTAP. Mr. Kreider stated yes, but when he looked at the bridge today, the concrete was put on the down side of the wing walls, there is erosion under that and he thinks putting more concrete in is not the answer and he felt the entire wing wall should be removed and there is nothing wrong with the bridge itself, just the wing wall. Mr. Harris stated there are no wing walls on the down side where he is talking about and the part that is deteriorating is the original structure. Mr. Harris asked the Supervisors if they want to put new wing walls on a deteriorating structure. Mr. Bauder stated in his opinion the bridge is not that deteriorated. Mr. Harris noted that the engineer study reports from 2002 and 2005 states that the deterioration has increased. Mr. Kreider felt it can still be repaired. Mr. Bauder stated he would like to study it further. Mr. May noted we can get an estimate but we must weigh the cost of repair on the length of how long it will last. Mr. Harris stated that he needs direction because of the risk of liability if they repair the existing bridge and then it fails. He noted that the bridge has 4000 cars crossing it daily. After some discussion, the Board

agreed to continue to take bids for the engineering and Mr. Harris will contact LTAP for their opinion. Bonnie Miller suggested they contact JD Eckman, bridge builders.

Traffic Commission

Chief Graeff reported that the Traffic Commission met June 27, 2007. He went over the report noting that the traffic study conducted on Weston Road for speeding did not justify any modification on that speed limit. However the study did show that there was justification to erect a stop sign on Weston Road at Valley Road. Mr. Kreider made a motion to erect the stop sign at Weston and Valley Roads. Mr. May seconded the motion, which carried unanimously.

There was a request to check the site distance at the intersection of Charlestown Road at Donerville Road because of the cornfield. He noted Mr. Harris has already taken care of that problem by cutting the corn in the sight distance for the corner.

Chief Graeff also noted a request for duck crossing signs to be erected on South Centerville Road. The Board made a recommendation not to erect the signs.

They received a concern from John Loose about the CVS parking lot located along RT 462 being used to cut through from Ursinus Avenue to Good Drive. The Board noted there is not a lot that can be improved because the lot is already posted "no thru way"..

A request was received to conduct a traffic study on a new street being constructed at Timson Place. The street will connect Timson Hills with Donerville Road. Officer Gardner will be conducting that study.

Mr. May stated that he has heard complaints about the cut through from Duke Street into Springdale Farms at Knollwood Road. He stated cars are using it and it is not even paved. After some discussion, Mr. Laudien stated that it was intended to be a construction access but in default as an emergency access but never intended for any public access.

Police Report

Chief Graeff stated the monthly report has been submitted. He added that officers are attending mandatory updates and training. He listed the traffic statistics and noted that he had received a call from a resident in Mountville that stated she was pleased with the increase of patrol in Mountville after her request for it. Chief Graeff stated this does reflect back to the officers doing their job. He went over areas where he has spent money but is also saving money. Chief Graeff also presented a picture of the graphics he would like to be put on the new police cars. He added that the officers helped in the decision on the graphic design and they have had a positive feedback about this. Jim Huber, 113 Shannon Drive, asked if they plan to retain the Native American emblem. Chief Graeff stated yes, they will be keeping that. Mr. Herr asked about the response for the advertisement for officers. Chief Graeff stated there were 15 applicants and they will be accepting them until the 27th of July. Mr. Bauder asked where they use the bike patrol. Chief Graeff stated it will be used in Mountville Boro and any high density developments and in the parks. Joan Matterness, 213 Sutherland Road, asked if they have gotten the computers for the officer yet. Chief Graeff stated they are still waiting to hear from the state but they hope to know by the end of July.

Road Foreman's Report

Mr. Harris reported work from the Highway 8 fund, doing line painting, contracted oil and chip was completed, and completing paving in place. He noted inspections on new development and work on Locust Grove Road.

Park & Grounds Maintenance Report

Mr. Dickert stated the month of June has been very busy with routine work. He did note that there has been an increase in vandalism at both Greider and Charlestown Parks.

Assistant Manager's Report

Mr. Laudien noted continued work on the Comprehensive Park and Open Space Plan with the Park and Recreation Board and they hope to distribute a survey with the next newsletter. The summer playground program has started and the Township has received the first submission under the new SALDO. Mr. Laudien stated a safety audit has been completed for the Township and it went very well again this year.

Township Manager's Report

There was no report.

Building Permit Report

Mr. Kreider read the Building Permit Report noting that there were 44 permits issued in the month of June bringing the total number of permits for the year to 232.

John Gentile, 304 Stone Creek Road, asked if there were any updates on the progress of Wal-Mart. Mr. May stated no but FAID has filed an appeal to the County Planning Commissions determination. He stated that Manor Township is an intervener on this appeal and will be filing our own briefs on appeal. Sarah Reinbold, 2725 Royal Road, asked when the hearing will begin. Mr. May stated that there will not be a hearing because this is an appeal.

Peter Stillwell, 101 Stone Creek Road, read a letter about Wal-Mart, expressing his concerns.

There being no further business, Mr. Kreider made a motion to adjourn the meeting. Mr. Bauder seconded the motion, which carried unanimously. The meeting adjourned at 9 PM.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

August 6, 2007

7:30 PM

Chairman John May called the meeting to order at 7:30 pm in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, Allan Herr, L. Allen Kreider and Jay Breneman.

Members absent: Richard Bauder.

Staff present: Bill Laudien, Mark Harris, Ryan Strohecker, Chief Todd Graeff, Mike Dickert and Rita Young.

Visitors present: See attached.

Minutes – Mr. Laudien noted a correction to the July 2, 2007 minutes. He stated that the ordinance number, # 4-2007, needs to be added for the Shopping Center Zoning Amendment. Mr. Breneman made a motion to approve the minutes from the July 2, 2007 meeting with the correction. Mr. Herr seconded the motion, which carried unanimously.

Bills – Mr. Kreider made a motion to approve the bills as listed. Mr. Herr seconded the motion, which carried unanimously.

Financial Report - Mr. Kreider made a motion to approve the Financial Report as submitted. Mr. Breneman seconded the motion, which carried unanimously.

Solicitors Report – Mr. Laudien stated there is no solicitors report at this time.

Business From the Floor

Jacque Gumper, 1005 Hearthstone Road, read the following statement from C.H.A.R.R. Over the past five years C.H.A.R.R. has worked to oppose the rezoning of the former Haverstick tract along Donerville Road. The intent of C.H.A.R.R. was for involved citizens to work together for a common goal. At this time there is not a unanimous approach to the current rezoning petition and mobile home park hearing. Therefore, due to the diverse opinions of the neighbors, C.H.A.R.R. is dissolved as a citizen organization and will no longer be speaking on behalf of a group. Everyone's input, ideas and concerns should be expressed as individuals and not representative of C.H.A.R.R. Therefore, further input, ideas, concerns and actions will be personal expressions, and not representative of a group.

Darryl Sensenig, 363 Hershey Mill Road, expressed concerns about flooding in the Hershey Mill Road area and flooding at his Mill. He noted that he still feels the retention basin on Hershey Mill Road, located across from his property is not releasing water out of the pipe the way it should. He noted he had concerns before and feels they have not been corrected, and the outlet to the basin is, blocked by weeds. After some discussion, the Supervisors directed Bill Laudien to contact the Lancaster County Soil and Conservation District for review. Mr. Kreider asked if the office receives the reports from the Conservation District. Mr. Laudien stated he believes that Barry gets those reports.

Brad Singer, 246 Coffee Street, requested that the Supervisors continue to explore the possibility of re-opening the bridge at Creek Road. He stated he knows it is a County bridge, but asked that the Supervisors support having it re-opened. Mr. May stated that since the bridge has been closed, there is a continual trash problem. People are going there and throwing trash out. The Supervisors asked Mr. Laudien to contact the County for the status of the bridge at this time. The Supervisors agreed that they will also make some calls to the County.

Peter O Donghue, 388 Hershey Mill Road, noted he still has concerns about the flooding on Hershey Mill Road and understands that the Supervisors are going to contact Lancaster County Soil and Conservation. He stated even though they control the soil run off, will they have any kind of authority to say this retention pond is working efficiently or not working efficiently and see that corrections are made if needed. Mr. May stated that the Conservation District has caused modifications to be made in the past and they do have authority. Mr. O Donghue asked what the correct authority is to make sure the retention basins are installed correctly and are in correct working order. The Supervisors agreed that the Soil and Conservation District is the authority that monitors this.

Jim Huber, 113 Shannon Drive, expressed concerns about a noxious weed control order from the Department of Agricultural for controlling Purple Loosestrife. The location is along South Centerville Road, property owned by Murry Co, Sher-Wal Inc. at the Woods Edge Development. Mr. Huber stated that the purple loosestrife has already taken over the wetlands in that area and has spread into the adjoining parkland owned by the Township. He noted that the letter from the Dept. of Ag stated they are ordered to implement measures to control the purple loosestrife, and it shall be done when the plant begins to flower. Mr. Huber wanted to bring this to the attention of the Supervisors and make sure that something will be done to follow out this order. Mr. Kreider stated this happened last year also but nothing was done. Mr. May explained that it was too late in the season to control the weed last year when it was brought to their attention. Now we are trying to deal with it again this year and we are aware of it.

Old Business

Wheatfield Developers LLC Petition to Rezone – Mr. May stated that this request was reviewed by the Manor Township Planning Commission at their last meeting. Mr. Laudien stated the MTPC has made no formal recommendations. Mr. May stated that there are two things going on with this tract of land. The first is the petition to rezone the land and the second is the Conditional Use Application from Wheatfield Developers for a mobile home park. Mr. May stated the Conditional Use Hearing is scheduled for August 14, 2007 at the Manor Middle School if needed. He noted that at the same time, there is a petition with a request to rezone the same tract from the present zoning of Rural to Medium Density Residential, which the Supervisors denied in the past. Mr. May stated that in his opinion the Board should seriously consider the rezoning and he was in favor of referring the request to the Solicitor at this point for the rezoning to Medium Density Residential, even though he does not like it at all. Mr. Kreider stated that he feels it is time that this Township heads off the developers and go by the LIMC plan for growth and not let the developers come in and tell us what to do. Mr. Kreider stated we were elected and put in this position to stop development and he feels the Board is going right back to where it was a few years ago. Mr. Kreider quoted house bill #904, now being voted upon, stating this bill will give the Supervisors and Townships more control where they have a time to get their ordinances together to make some smart decisions about growth in their township. He felt that right now we do not have control over development. Mr. May added that the bill Mr. Kreider is referring to would allow the Township to put a moratorium on building until they would get everything in line. Mr. Breneman stated the tract of land is in the Urban Growth Boundary and he also would like to hold off on this right now, but to rezone would be the lesser of two evils in his opinion. Mr. May stated that the MTPC did discuss this request extensively and even though they did not make a formal recommendation, they were more in favor to rezone than to go through the conditional use hearing. Mr. Breneman agreed. Mr. Herr

stated he agrees with Mr. Breneman and Mr. May, because it is in the UGB and something will happen to this property sooner or later. He would be happy if they could hold it off, but he does not see how that can happen. He agreed to have the solicitor review the request for the rezoning.

Bonnie Miller, 113 Bent Tree Drive, stated that she respects the Supervisors for running for office, however she stated she was at the MTPC and the Commission did vote and have an opinion. She noted that the Supervisors have been put in office to help steer our Township into the future and now the ball has been dropped. She stated that the Supervisors are saying they want to give this some time and at the same time they are saying to move on. She stated she does not appreciate this.

Steven Shue, 127 Stable Drive, stated that at the last MTPC, Mary Glazier voted not to rezone this area, and Beth Herr seconded it with a vote of 4 to 1. He stated there should not even be a discussion on rezoning tonight because the property has not been posted as legally required, one week before discussions take place and they should not legally make any motion. He stated that the same mistake was made with the Eshelman Farm, where you had to go back and post the property and start over. Mr. Shue stated that he is against this rezoning because it does not fit the Township. Mr. Shue went over the costs to live in a trailer park and asked that there be an open discussion on this. He also noted that there is no posting on the property about the rezoning. Mr. May stated he meant to say that he was in favor of initiating the process to go through for rezoning, which would include the advertising and posting of the property.

Bonnie Miller, 113 Bent Tree Drive, ask why appoint people to take their time and sit on boards and make recommendations when the Supervisors don't do anything about the recommendations. Ms. Miller stated that the MTPC clearly recommended waiting on this subject, and placing it on the back burner. Mr. May stated he remembers what happened at Pheasant Ridge and that it went all the way to the Supreme Court and it was fought through a conditional use hearing and the trailer park won out.

Mike Deptula, 126 Stable Drive, stated he feels like they are having this development forced upon them. He feels the Supervisors are not taking all the problems into account if they allow the development to go in when they are not ready for it all just because of the threat of a manufactured home community of one color or another. He asked that the Supervisors wait until it is needed. Mr. Kreider stated that he agrees with Mr. Deptula and stated the developers have choices and they could sell it to a farmer. Mr. Kreider noted that he is against doing something with the property at this time just to help the developer. He stated that even though the property is in the UGB we should not be pressured into rezoning it at this time. Mr. Deptula felt it does not make sense and would not be good stewardship for the community and he feels that the request for the mobile home park is just a threat.

Steve Shue added that a farmer could buy the land because it is presently being farmed. Mr. May noted that the problem for a farmer to purchase the land at this time would be the cost.

Jim Clymer, 301 Letort Road, stated he a neighbor and he owns 22 ½ acres that adjoins the land that is being petitioned for rezoning. He asked the Supervisors if they would please include his 22 ½ acres in the rezoning, if they move to rezone the property at this time. He stated that he feels this is a reasonable approach to take at this time because something is going to happen to this piece of property sooner or later. He added that he understands that they plan to put deed restrictions on so it will not be developed as densely as the zoning would permit and he feels there are rules and regulations to control the water and other things during development along with traffic restrictions. He was not in favor of the high-density plan that was submitted a few years ago but he is in favor of the plan that is being proposed at this time. He noted that since his

property is right in the middle of all this he feels it makes sense to include his property in the medium density rezoning.

Mike Deptula, 126 Stable Drive, stated this is an example of what is going to happen if they start rezoning because a developer asks for it. Neighbors will want theirs developed along with the rest. This is only going to open up the gates. He noted that the roads, schools, etc. are not ready for all the increase in development.

Gloria Shue, 127 Stable Drive, applauded Mr. Kreider for his way of thinking and stated that his were the only pro-active rather than re-active comments tonight. She stated the Mr. Kreider is the only one thinking long-term effects of this request.

Bonnie Miller stated she feels there will be flooding problems with this development the same as the flooding problems that are going on at the development sites on Hershey Mill Road.

Peter O Donoghue, 388 Hershey Mill Road, noted areas in New Jersey where they did make moratoriums and made green areas. He feels if a developer buys a piece of land assuming it will be rezoned, then that is not a wise business decision. He does not feel the township should bail them out by rezoning.

Mr. May stated that the developers did meet with C.H.A.R.R. and they could not reach any type of decision between the two. He noted there was a lot of negative opinions here tonight with only one on the positive side. Mr. May stated they could table this and the conditional use hearing will start August 14, 2007 but he feels we should initiate the process to rezone this now. Mr. May stated that even though it is not a popular thing to do, he made a motion the start the process to rezone the tract of land for Wheatfield developers LLC. Mr. Herr seconded the motion.

Mr. Shue stated that making this motion violates the MPC. Mr. May stated the motion was to initiate the process to possibly re-zoning this tract of land to a residential district, and this is the legal way. The property will be posted and there will be hearings.

Steve Himelsbach, 123 Stable Drive, stated there was new information presented tonight that he was not aware of, that being if there is a possibility of someone buying the land from the developers, so it could remain a farm and possibly be preserved, then he feels the Supervisors should wait and not push to rezone tonight. He also has concerns for the traffic and road issues. Mr. May stated if there was a possibility that this farm could be sold to a farmer and preserved, then it should be explored very quickly. Mr. Breneman noted that even if someone purchased this property for farming, it would not be able to be placed in the Ag Preserve because it is located within the UGB area and the County will not preserve farms located there.

Mark Loy, 1024 Shadowstone Drive, noted that the developer knew what the zoning was when he purchased the property and he does not understand why the Supervisors are struggling with the issue to rezone. It is a business decision on the developer's part and if the Supervisors vote to rezone this then they are only opening the door for other developers to purchase land and ask for rezoning.

Mr. Kreider stated that, everyone on this Board, was elected to get rid of a few Supervisors that were friendly with developers. Mr. Kreider stated that he feels they are right back to that again. Mr. May stated he is worried about the Pheasant Ridge situation and Mr. Breneman agreed. Mr. Kreider stated he is not worried about the developer loosing money because no one bailed him out when he was in business for himself and made a bad decision. He added that Pheasant Ridge is a different issue and it was a different time and he feels they can head something like that off now, but he stated that we are not able to discuss that tonight. Mr. Herr stated that his concerns with the rezoning request, was not for the developer loosing money. He

noted that it was well known that the ground was for sale and if any farmer wanted to pay the price, they could have bought it to continue farming it. Mr. Herr stated that when the property now known as Pheasant Ridge went through the courts, it cost this Township a lot of money and they lost anyway. Mr. Herr stated there has not been any type of consensus between groups at this time and Stable Drive was never listed to be a dead end street and would be connected at some time. Mr. Herr felt to rezone would be the best way to control what happens with the property, since the developer is willing to put restrictions in the deeds. Mr. May stated that the issue is not whether a developer makes money or loses money, but stated the odds of the developer selling this property back to a farmer and losing money is not very high compared to the prospect of putting a trailer park in a rural area where it is permitted.

Mr. Shue asked if there were no honor among men any more. He feels the developers are using guerrilla tactics for the Supervisors to rezone this property.

Mr. May stated he is going to withdraw his motion to start the process to rezone and wait for Mr. Bauder to come back because at this point it would be a two-two vote. He stated the request for rezoning will be tabled at this time but the conditional use hearing will begin on August 14, 2007 as scheduled. Mr. May stated that he hopes everyone has enough foresight to see what could be happening here.

Noise Ordinance – Mr. May stated that the Staff has a sample noise ordinance from East Hempfield Twp. and he has also gotten a copy of Lancaster City's noise ordinance. Mr. May stated they will be reviewing these. Mr. Kreider stated that in his opinion if they impose a noise ordinance, then they also have to have a solid way that our officers can arrest people who do not abide with the noise ordinance. He feels we should not be following the other ordinances but come up with one of our own. Mr. May stated he feels the City ordinance can do that and ask Mr. Kreider to review that. Mr. Kreider stated he is tired of backing ordinances that fall by the way side and he feels the Chief should have input into this ordinance so it will be able to be enforced by law. Mr. May added that the public will have to call with a complaint to have this enforced though, because we do not want our police just driving around hunting it. Mr. Kreider stated that he wants the officers to have the authority to arrest someone when the opportunity presents itself and not wait to be called to a situation.

New Business

SALDO – Peace of Mind Self Storage Mark Lauriello, Rettew, stated this is the first plan under the new Sub Division and Land Development Ordinance for Manor Township. He noted that the way the ordinance is set up, the Supervisors now have control over approval or disapproval. Mr. Lauriello stated the first time a plan is presented to the Supervisors it is presented as a briefing item where no action is scheduled. The Supervisors review the plan, ask questions and then prior to the next meeting action is scheduled. Mr. Lauriello presented the plan for Peace of Mind Self Storage noting that the plan is an expansion of the existing business located on Charlestown Road. He stated they are proposing a small expansion adding on some ground to create an area where they plan to store RV's. With this plan there are a few modifications or waivers. They have requested a waiver of the preliminary plan with a request that they be allowed to proceed with the final plan because it is an expansion of an existing use. The MTPC has recommended approval of this. There is request for modification of a requirement to show all existing features within 200 feet of the site and the MTPC recommended denial of that request. They have requested modification of a the requirement to submit a traffic

impact study and the MTPC recommended approval of that with the recommendation that they provide a fee in lieu of that study that would be acceptable to the Township. They have also requested a waiver of the three meeting delay but this does not matter since the Township now has their own SALDO. Mr. Lauriello stated this property is in the industrial zoning district and is a permitted use and it will utilize an existing retention basin that was designed for the entire remaining lands between this site and the beer distributorship at the end of this industrial strip. Mr. Lauriello stated that is the briefing on this plan and no action needs to be taken at this time. Mr. Breneman asked if there is any impervious surface here because the area shows mostly stoned. Mr. Lauriello stated the driveways are to be paved but the area where the RV's are to be parked will be stone. Mr. Kreider asked if the area is stoned will that cause a problem to being handicapped accessible. Mr. Lauriello stated certain parking spaces will need to be handicapped accessible but they may still have stoned areas. Mr. May stated that this plan is not in accordance with our parking lot regulations because by definition this is not a parking lot it is a storage area.

Dedication of Creekside Drive – Mr. Laudien stated that Mr. Harris has been on location and inspected the site and noted that everything is in order. Mr. Laudien stated that the Staff has recommended approval of dedication, which if done tonight will be in time to be submitted for the liquid fuel funds. Mr. Breneman made a motion to approve Resolution #16-2007 for the dedication of Creekside Drive. Mr. Kreider seconded the motion, which carried unanimously.

Improvement Guarantee Agreement – Washington Boro United Methodist Church – Mr. May stated this is for a \$56,000 Letter of Credit for the WBUMC. Mr. Laudien stated he has the Improvement Guarantee Agreement and the Letter of Credit from the Millersville Federal Credit Union and you would need to enter into this agreement contingent upon the Solicitors review. Mr. May made a motion to accept the Improvement Guarantee Agreement and the Letter of Credit for the WBUMC contingent upon the Solicitors review. Mr. Herr seconded the motion, which carried unanimously.

Uniform Pension Ordinance and Non-uniform Pension Ordinance - Mr. May stated this was a formality after our audit that should have been taken care of. He noted there should have been an ordinance that would authorize the agreements we have entered into. Mr. Strohecker explained that these plans adopted in 2003 but were never passed by ordinance and this needs to be done. Mr. Breneman made a motion to prepare an ordinance and advertise it for the Non-uniformed Pension Plan. Mr. Herr seconded the motion, which carried unanimously. Mr. Breneman made a motion to prepare an ordinance and advertise for the Uniformed Pension Plan. Mr. Kreider seconded the motion, which carried unanimously.

Timson Place – Mr. Laudien stated this is a request for a Letter of Credit reduction for Timson Place, Manorvest Deveelopment. He stated they are requesting a reduction of \$94,547.00, leaving a balance of \$126,456.00, and it has been reviewed by Mr. Smith and is recommended to approve the request. Mr. Kreider made a motion to approve the Letter of Credit request for Timson Place in the amount of \$94,547. leaving the balance of \$126,456,00. Mr. Herr seconded the motion, which carried unanimously.

H2 Enterprises – Mr. Laudien noted that typically the Township retains 15% in any letter of credit, however this is a request to release the entire amount. Mr. Laudien stated that in this request, H2 is not dedicating any of their building parcel or parking lot to the Township therefore it is not necessary for us to retain the 15%, unless the Supervisor would choose to do so. The Supervisors agreed there would be no reason to retain any money. Mr. Herr made a motion to release the entire amount of the letter of credit to H2. Mr. Breneman seconded the motion, which carried unanimously.

Front Yard Setback – Mr. May stated that the subject of Front Yard Setbacks came up due to an issue at the corner of Hershey Mill Road and Rohrer Road on the O Donoghue property. The issue is that the Manor Township Zoning states that if your property is on a corner, then you technically have two front yards to your property. Mr. May stated this problem has happened in the past. After some discussion, the Supervisors asked the Staff and Mr. Ott to take a look at this and see what the solution might be. Mr. Laudien noted that the ordinance states you cannot put any structure in the front yard, which is from the front of the house to the road. He added that the problem is when a house is set pretty far back on a lot and the issue with the O Donoghue property is they have two front yards because of the corner.

Bonnie Miller, 113 Bent Tree Drive, asked if it would be logical to say that the Township made this situation more difficult because they moved Hershey Mill Road. Mr. May stated that we will deal with this through the ordinance.

Fire Company Consolidation - Mr. May stated that on the 25th of July, there was a meeting with Millersville Boro Council and the four fire companies. He noted the meeting was facilitated by Dean Fernsler, DCED, and out of that meeting, the fire companies have an active interest in consolidating. Mr. May stated that this would help with all the additional burdens that have been put on the fire companies and help them operate more efficiently. He noted that at the meeting it was decided that we should have a task force comprised of 13 members, which would include representatives from the fire companies, citizens and Board members. Mr. May stated the fire companies have put up equal amounts of money and they hope to get this done. Mr. May stated that a resolution should be ready for the next meeting.

Ted Gingrich, 110 Bent Tree Drive, noted that the committee or task force is proposed to be a two-year commitment. Mr. Herr added that Mr. Fernsler stated that he was impressed with the level of commitment that the fire companies involved have, and the way they have put money up front for this. Mr. Herr stated that there was an invitation made to the Mountville Fire Company but they did not choose to participate at this time. Mr. May noted that if they change their mind, they will have the option to join when it is done but not in the middle of the process.

Bonnie Miller, 110 Bent Tree Drive, asked what about the real estate if they consolidate. The Supervisors stated that all the stations remain the where they are. Ms Miller suggested that there be another location toward Weaver Road where a fire station could be erected because there is such an increase in housing along Hershey Mill Road and that area. . Mr. May stated that would be up to the proposed task force. Mr. Breneman stated that area would be Mountville.

Correspondence

PSTCA Tax Collectors Conference – Request from Rita Young to attend this conference for one night with necessary expenses paid.

Tractor and Mower Operator Safety Course – Request to have the public works dept. personnel attend this, which will be held at the maintenance building.

National MADD Conference – Request for Officer Carolyn Gundel to attend this with the necessary expenses paid which will be \$75.00 because she has been awarded a scholarship, which will pay for airfare, hotel and most of her meals. Mr. Breneman asked the Chief Graeff thank Officer Gundel, for her work in this area.

Mr. Breneman made a motion that the appropriate people attend the listed workshops and functions. Mr. Herr seconded the motion, which carried unanimously.

Traffic Commission – Chief Graeff stated the Traffic Commission met on July 25, 2007. The traffic study done by Officer Gardner was reviewed for the establishment of a Stop sign on Hampden Drive at Donerville Road and a continuation of the 25 MPH speed zone. Based on the report, the Traffic Commission recommended both. Mr. May moved to erect the Stop sign at Hampden Drive and retain the 25 MPH speed zone. Mr. Herr seconded the motion, which carried unanimously. Chief Graeff stated Officer Gardner also conducted a study in Parkfield Phase II, regarding the placement of stop signs, speed limit signs and no parking signs. He also stated that Parkfield Phase I now has dedicated streets.

Police Report – Chief Graeff stated the office handled 1302 calls for the month with 422 of the calls being complaints. He also noted a letter of gratitude to the department and especially to Det. Jim Alexander. Mr. May asked Chief to pass their appreciation on to Det. Alexander. He added there was a letter of appreciation from the director of campus security for Elizabeth College from Jack Longenecker thanking Officer Tom Moser for his participation in the active shooter rapid response training. Chief noted thank you letters that were received for Cpl. Strock with the DARE program and a day care program. Mr. May gave Chief Graeff a copy of a noise ordinance to review and asked the Supervisors if they liked the new design on the police cruisers. The Supervisors were pleased. Chief Graeff also noted that the bike patrol has been out more and he displayed one of the new shirts they will be wearing for better visibility and stated he has installed new bike hitches to transport the bikes.

Jim Huber commended the Township Supervisors and Chief Graeff for retaining the Native American design along with the new design and he is very pleased. He stated the Native American was the original design for Manor Township and is a strong symbol for them.

Ted Gingrich and Mr. Breneman both stated they have seen more of the bike patrol and the motorcycle being used. Chief Graeff stated they also have included the name Mountville in the new design on the cars, which Mountville council seemed very happy that they were included. Chief Graeff stated that 38 applications for officers were sent out and 16 applications were returned. He went over the process so far noting that they are down to 10 good quality candidates. Mr. Breneman thanked Chief Graeff for the professional way the situation of a child's death was handled in Washington Boro this week. Chief Graeff gave credit to the County Detectives and Detective Alexander.

Road Foreman's Report – Mr. Harris reported that he has submitted his monthly report. He added that the culvert maintenance was for the culvert on Charlestown Road between Millersville Rd and Manor Blvd. There was a field instruction and did do repairs. He noted that they will be starting the widening on Old Blue Rock Road.

Parks and Grounds Maintenance – Mr. Dickert reported that the month of July was normal maintenance and repairs of equipment along with mowing. He added that they will be trying new safety nets with the playground equipment.

Assistant Manager's Report – Mr. Laudien stated that the Township did not receive the grant money for the lap top computers for the police at this time. Chief Graeff stated the money was taken by the Governor and went to the Philadelphia area and now he must re-apply for the grant for the new fiscal year if the Supervisors are still willing to pay half. They agreed. After some discussion, the Chief stated that any letters the Supervisors write in support of this would help.

Mr. Laudien stated that he is happy to report that the floating boat dock for Blue Rock Road landing has been delivered and he hopes it will be put in place soon. Mr. Laudien stated there is no official budget work session scheduled at this time and he would like to know if we want to do so. Mr. May stated we should because they need to discuss the post retirement medical plan and the Capital account. After some discussion, Mr. Laudien stated he will put together a sample schedule for their review.

Township Manager's Report – There was no Township Manager's report at this time.

Building Permit Report – Mr. Kreider read the Building Permit Report noting that there were a total of 31 permits issued for the month of July. He noted that last year at this time there were 30 permits issued. He added that the total number of permits for the year is 263.

There being no further business, Mr. Breneman made a motion to adjourn the meeting at 9:15 PM. Mr. Herr seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Conditional Use Hearing
Manor Township Supervisors Meeting

Tuesday, August 14, 2007

Time: 7:00 PM

Chairman John May called the meeting to order at 7:00 PM in the Manor Middle School, 2950 Charlestown Road, Lancaster, PA. He led those in attendance in the pledge of allegiance to the flag. Mr. May introduced the Board. Roll call was taken.

Present: John May, Jay Breneman, Allan Herr, L.Allen Kreider, and Richard Bauder.

Mr. May stated this is a Conditional Use Hearing for Wheatfield Developers, LLC. Case #07-0622 Mr. May read the statement explaining that the conditional use application is for 132 acres plus/minus of land on the east side of Donerville Rd, west of Letort Road. The applicant is proposing a mobile home park. There is public water and sewer available to the site. The Board of Supervisors will hear this application and make a decision.

Mr. May stated that Mr. Kenneff has the Proof of Publication and the proper notices for this hearing. He also noted that the premises were posted. The notice was also posted in the Municipal Office.

Mr. Kenneff called Mr. Ott, Zoning Officer for Manor Township, to be sworn in.

Mr. Kenneff asked Mr. Ott to identify himself and asked if he received the conditional use application. Mr. Ott stated that he is the Zoning Officer for Manor Township and that he did receive the conditional use application that was before the Board of Supervisors.

Mr. Kenneff asked Mr. Ott if the application was published. Mr. Ott stated yes. Mr. Kenneff asked that the Proof of Publication for the Conditional Use Hearing be marked as Supervisors Exhibit # 1 and asked Mr. Ott to identify the exhibit. Mr. Ott stated that it is a legal publication from the Lancaster Newspaper, published July 31, 2007.

Mr. Kenneff asked Mr. Ott if he posted the property and in what way. Mr. Ott stated yes he posted the property on Stable Drive and along Donerville Road. Mr. Ott identified the notice that was placed at the locations listed. Mr. Kenneff asked that the notice be identified as Supervisors Exhibit # 4.

Mr. Kenneff asked Mr. Ott if he sent notice of the hearing to the effected parties. Mr. Ott stated that notice of the hearing was sent from the Township Solicitor Tom Goodman to Jim Thomas.

Mr. Kenneff asked Mr. Ott if he was aware that the Supervisors asked the Manor Township Planning Commission to comment on and make any recommendations on this application. Mr. Ott stated yes. Mr. Kenneff asked that the minutes from the July 9, 2007 Manor Township Planning Commission Meeting be marked as Supervisors Exhibit #2 and asked Mr. Ott if there was a discussion about the conditional use and asked if there was a motion made during the course of that meeting. Mr. Ott answered yes.

Mr. Kenneff stated that he had no other questions at this time.

Mr. Kenneff addressed Mr. May and stated that he has received a request of continuance from Mr. Thomas and he requested that he be able to address the Board.

Mr. Thomas, on behalf of Wheatfield Developers, stated that the developers have become aware of the divided opinions in the community for this project. They feel that it would be in the best interest of everyone to explore some options to this development. He noted this would not only protect the Township but also protect the relationships. Mr. Thomas asked for a 60 day hiatus so they might try to discuss this situation with the appropriate people, for options. He submitted a Letter of Continuance recommending October 15, 2007 as the available date to meet and the hearing will begin if necessary. Mr. Kenneff asked that the Letter of Continuance from Mr. Thomas be marked as Supervisors Exhibit #3.

Mr. May asked Mr. Kenneff about party status. Mr. Kenneff stated that at this time he would extend the request for party status for Steven Shue and Steven Himelsbach. He suggested that we wait until the October 15, 2007 meeting to go any further.

Mr. May asked if there were any objections at this time. Mr. May stated that at this time the Supervisors are unanimous with continuing this hearing on Monday, October 15, 2007 at 7 PM.

Mr. Bauder made a motion to continue the Conditional Use Hearing for Wheatfield Developers, LLC on October 15, 2007 at 7:00 P.M. in the Manor Middle School and waive the time requirements. Mr. Herr seconded the motion, which carried unanimously.

Mr. Creme, special council for Manor Township, addressed the Board and stated that this will be posted at the Township Building.

There, being no further business, Mr. Breneman made a motion to adjourn the meeting. Mr. Kreider seconded the motion, which carried unanimously. The meeting adjourned at 7:10 PM.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

September 4, 2007

7:30 PM

Chairman John May called the meeting to order in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA at 7:30 PM. He led those in attendance in the pledge to the flag. Roll call was taken showing all Supervisors present.

Members present: John May, Richard Bauder, Jay Breneman, Allen Kreider and Allan Herr.

Staff present: Barry Smith, Chief Graeff, Bill Laudien, Ryan Strohecker, Mark Harris, Mike Dickert and Rita Young.

Visitors present: See attached.

Minutes – Mr. Kreider made a motion to approve the minutes as drafted. Mr. Bauder seconded the motion, which carried unanimously.

Bills – Mr. May asked if there were any additions to the bills. Mr. Breneman made a motion to approve the bills as listed. Mr. Herr seconded the motion, which carried unanimously.

Financial Report – Mr. Bauder noted that the medical costs are over budget. He stated it looks like we will run \$150,000 over this year and asked why. Mr. May asked if there were increases that were not anticipated. Mr. Strohecker stated that the budget number this year was not increased from the previous year's budget numbers and we are also making some payments for things that occurred last year. He noted that the \$150,000 that Mr. Bauder has referred to does not include any reimbursements that we get during the month of December, so it is hard to say what it will be until all those factors are in. Mr. Strohecker stated that the reimbursement at the end of the year does make a big difference. Mr. Smith noted that we are dependent on the pool for insurance that we are a part of as to how we end up at years end. Mr. Bauder stated that this is a mutual system and we do not have a large insurance carrier, it is a mutual system among other municipalities. Mr. Strohecker stated he would not categorize it that way because we do have a large carrier, that being Capital Blue Cross as our carrier. He explained that we are in a pool system where there are 15 municipalities that try to reduce rates by in bulk. Mr. Bauder stated that the wage tax is higher also. Mr. Bauder made a motion to approve the financial Report, seconded by Mr. Breneman. The motion carried unanimously.

Solicitors Report

There was no solicitors report.

Business From the Floor

Connie Jackson, 348 W. Charlotte St., asked if there was a time frame for installing the directional sign for the park area at Springdale Farms. Mr. Smith asked the Supervisors if they would like Mr. Dickert to take care of it since it had already been discussed and approved at a previous meeting. Mr. May stated yes. Ms Jackson asked if one or two signs are to be installed. The Supervisors were not sure how many signs were approved but felt that having two signs would be good.

Jim Huber, 113 Shannon Drive, asked if anything has been done about the purple loosestrife on South Centerville Road, at the Woods Edge wetlands. Mr. Dickert stated that Mr. Murry has had the area sprayed and the purple loosestrife is starting to turn brown. Mr. May stated they will continue to monitor the area.

Bonnie Miller, 113 Bent Tree Drive, expressed concerns about people on Weaver Road that continue to burn trash and asked that the police notify those residents that they are not allowed to

burn in that area. She noted that it is not zoned for burning in that area and it is not being enforced. Mr. May stated that he will pass her concerns on and see what can be done.

Adrian Baker, 922 Walnut Hill Road, had concerns about the bridge that has been closed at Creek Rd and Walnut Hill Rd. He stated he used the bridge on a daily basis and would like to see it reopened. Mr. May noted that it is a County bridge and has been closed by the County. He also added that the Supervisors have written letters to the County requesting that the bridge be repaired and reopened. Mr. May stated they have also written letters to our representatives and have received a response from Bryan Cutler, 100th Legislative District, noting that he would offer his services in helping the Township obtain state funding to begin construction or repairs. Mr. Herr stated we should continue to be in contact with the County and keep trying to get support to have it repaired.

Jim Quinn, 33 Dublin Drive, stated that he received information by mail that sewer will be coming through his area but he would like to know if the Supervisors could have water included in the installation of sewer. He noted that he felt it would make a lot of sense to do both at the same time. Mr. May stated that they have talked to Lancaster city in the prospect of including water but it is at their discretion if water is installed along with the sewer and the Township cannot compel them to do it. Mr. Quinn stated that it would be reasonable to do both. Mr. May stated there will be more information in the future with a better time frame and cost of the project. Mr. Quinn's concern is that he just had a new system installed for sewer and now he will be compelled to hook up to public sewer that he does not need but he would like water included with that. Mr. Smith noted we are making a good faith effort to try to get the water and added that people could get information by checking the LASA website. Mr. Bauder noted it would be logical but we cannot make the city run water to any area.

Old Business

Wheatfield Rezoning Petition – Mr. May noted that the Wheatfield Developers had filed a petition to rezone the Haverstick tract on June 20, 2007, to Medium Density Residential. He noted that since then, there has been a conditional use hearing for the tract, which was held before the Supervisors at the Manor Middle School and that was continued pending reconsideration of this request and pending the developers meeting with the neighbors. The decision was tabled at the last Supervisors meeting for further consideration. Mr. May noted he is open to hear input at this time. Mr. Bauder stated that this item was not listed on the agenda on the website, which was an over site and it was not listed in the Sunday paper. Mr. Laudien stated it was not an over site and the agenda was posted last Friday but due to technical problems the web site did not update itself until this afternoon. Mr. Laudien added that, posting the agenda on the web site is not a legal advertising requirement but it is a courtesy for residents. Mr. Bauder stated there is a lot of public interest here and this was not published. Mr. May stated it was not advertised for tonight because this is not the time it needs to be advertised. He stated they would not be adopting this rezoning request tonight; we would be referring this to the Township Solicitor for review. He noted that the Solicitor would draft an ordinance and then it would be decided if we accept it or not. Mr. Smith stated at that point there is a public hearing process and then is when formal action is taken to advertise. Mr. Smith noted that this is the first time there was a conflict with the server posting something and the Sunday news receives our entire agenda and they decide what parts they print. Mr. Bauder stated that his concern is that the 230 single-home plan brought in by Wheatfield Developers had a third party guarantee that the plan would

be implemented. He stated he does not understand and he is not sure how you would implement a third party plan and how it would legally work.

Mr. Jim Thomas, 28 Penn Sq., on behalf of Wheatfield Developers, noted that the developer has offered a deed restriction to the benefit of the building industry association. He stated they are prepared to offer this to a third party that guarantees that the person has the right to enforce the deed restrictions for single-family dwellings only, at the expense of this developer. Mr. Thomas stated a third party deed restriction is enforceable. Mr. Bauder asked who implements it. Mr. Thomas stated they do. Mr. Kreider stated that he would like to see another meeting between the developer, just two Supervisors and very close residents to this project, possible within a half mile and he requested an informal meeting to resolve the differences. Mr. May stated that after the conditional use hearing he thought there was going to be a meeting, but it never happened. Mr. Thomas stated that they were under the impression that the residents group had disband and that therefore there would not be a meeting. He noted that they are open to another meeting. Mr. Bauder stated his philosophical position is that he would rather the property remain a farm. Mr. May stated they all would like that but we don't have that choice. Mr. Kreider again stated he would like the meeting to be a discussion of the local people that are involved, the developer and only two Supervisors, so it does not look like we are taking action on anything. Mr. May asked if Mr. Thomas would be willing to set this up. Mr. Thomas agreed noting there will be public meetings where people may express their thoughts, but he is open to this private meeting. Mr. Thomas stated there are timing issues here and they would like to keep the whole process moving because of dead lines. Mr. Smith stated that a public meeting like tonight is advertised and everyone is included. The problem with holding this private meeting will be deciding who would be invited since the group CHARR no longer exists, making sure no one is left out. He noted we need guidance before a list is created. Mr. Bauder stated we could just make a public announcement at this meeting that we only want certain people.

Chip Trautman, 120 Stable Dr., stated he felt this should be tabled because several people did not know this would be on the agenda for tonight. He also added that they would like to meet with the developers and he would be willing to help with notifying people to attend the meeting. Mr. Trautman noted that it is his understanding that the MTPC has not given any recommendations yet because they are waiting to hear from the County. Mr. Thomas stated that the MTPC has requested the County PC's review on this and the only way the County PC will give a review is if you take the step to authorize and draft the ordinance. Mr. Thomas noted we all can participate at the County level but the only way to get the County review is to draft this ordinance. Mr. Trautman stated he understood that drafting the ordinance would be the normal process. Mr. May asked if the petition can be referred to the County without having the Solicitor draft an ordinance. Mr. Smith stated it is unlikely that the County will provide comment without having a prepared ordinance to comment on. Mr. Thomas stated that the zoning ordinance is very specific on how the procedure is done.

Jim Hall, 129 Swedesford Lane, stated that he feels that even if they held a public meeting, he would not think more than half a dozen people would show up. Mr. Smith stated the process is to develop the ordinance and then it is advertised for all to comment, and he added that to create the ordinance does not put it into effect; it just gives everyone an opportunity to comment on it. Mr. Kreider stated that is his point, when an ordinance is prepared and advertised, everyone is invited, and he does not think it should be for everyone. He wants a very informal discussion with only people that live within about a half-mile radius of the site. Mr. Bauder stated his

biggest concern is the third party guarantee and thinks it could be clarified in an informal meeting.

Mr. May stated there is a clock running on the conditional use hearing and noted concerns that if we do not take it to the draft stage it will be another month if we do not send it to the County and another month till the next meeting and it will go on too long and this conditional use hearing is going on. Mr. May stated he would like to refer it to the solicitor for a draft so it could be open for discussion. Mr. Herr agreed that we should not delay it again. Mr. Kreider felt that word of mouth is good enough to reach the people that need to be at the meeting.

Mr. Herr made a motion to direct the solicitor to draft an ordinance for the rezoning petition of the Haverstick tract. Mr. Breneman seconded the motion. The motion carried by a 4 – 1 vote, noting that Mr. Kreider is opposed.

New Business

Ordinances – Uniform Pension Plan and Non-Uniform Pension Plan - Mr. May stated the Ordinance for the Uniform Pension Plan and the Non-Uniform Pension Plan is to correct a finding that has been placed on the Township as a result of the State Audit for something that should have been done back in 2003 when this contract was approved. Mr. Smith stated that the auditors have indicated that we should have an ordinance for both of these because there were changes to the plan and should have been adopted at that time. The ordinances presented tonight have been prepared by the solicitor and have been advertised. Mr. Bauder stated he was not a Supervisor at the time these contracts were adopted and asked why we need an ordinance to officially adopt this. Mr. Smith said because the State is telling us we need these ordinances. Mr. Bauder asked if that means every time we adopt a contract we need an ordinance. Mr. Smith said he is not sure if every time there is a change to this, then we need to do an ordinance but that could be a possibility. He noted, the plan document, needs to be adopted by ordinance according to the State Auditors office. Mr. Smith stated, things like this sometimes come out of the auditor's office and even though we strongly object, we need to do it. Mr. Herr noted that this is bringing the Township in compliance with the State guidelines. Mr. Smith stated they have prepared two ordinances, one for the Uniform Pension Plan Document and one for the Non-Uniform Pension Plan Document. Mr. Bauder stated that he has a problem with the Non-Uniform Pension Plan. He stated that he reviewed the minutes from way back and the Board never adopted a non-uniformed plan. Mr. Smith stated that he was unable to say that is a correct statement. Mr. Bauder stated he looked at the minutes and could not find it. Mr. Smith stated that he did not see any reference to it in the minutes. Mr. Bauder also stated that this non-uniformed plan was developed by its' beneficiaries and he felt that plans should not be developed that way. Mr. May stated that this plan has been in effect for the last four years or longer. Mr. Bauder stated it is very close to the uniformed plan but the non-uniformed plan provides for a cola if it is doable. Mr. Bauder stated he is not ready to adopt a plan that he does not have before him. Mr. May asked if there is a contract in writing that is signed. Mr. Smith stated the plan was implemented in the 70's to the best of his knowledge. Mr. May stated that this is for 2003. Mr. Bauder stated there are things in the plan that he is not in agreement with, but that is another issue. Mr. May asked if there is a non-uniform document effective January 1, 1997. Mr. Smith stated yes there is a plan document and there was one prior to that. Mr. Herr asked if the only problem is that it was just not done by ordinance. Mr. Smith stated that is correct. Mr. May asked if the Supervisors signed it back then. Mr. Smith stated he did not know for certain. Mr. Kreider wanted to table this for one month. Mr. Bauder stated they would not be able to complete a

document in one month anyway. Mr. Breneman stated that if there is a document from 1997 that the Supervisors signed at that time, we are bound by that document. Mr. May agreed. Mr. Bauder again stated that he could not find any documentation of that. Mr. Smith stated that this ordinance brings us into compliance with State Auditor regulations. Mr. Strohecker stated this is a technicality and if the ordinance is signed tonight, then the finding that has been placed on the Township can be rectified before the final report is due.

Mr. Bauder made a motion to adopt Ordinance #5-2007 repealing the previous Police Pension Ordinances and adopting a Uniform Pension Plan Document. Mr. May seconded the motion, which carried unanimously.

Mr. Bauder made a motion to adopt Ordinance #6-2007 repealing the previous Non-Uniform Pension Ordinances and adopting a Non-Uniform Pension Plan Document, adding that he feels there is work to do on this. Mr. Breneman seconded the motion, which carried unanimously.

Resolution Fee Schedule – Mr. Smith stated that when Manor Township started the SALDO process we had maintained our existing fee schedule and as we started reviewing the fees we adjusted them as necessary. Mr. Laudien explained the administrative fees and the deposit account and what the applicant is responsible for. Mr. Bauder asked if there is a deposit in addition to the fee. Mr. Laudien stated yes, there are two separate fees, one being a fee that is for the Township and second the applicant must present a deposit fee that goes into escrow in the general account that is tracked. Mr. Bauder moved to adopt Resolution #17-2007, adopting a fee schedule in accordance with the requirements of the Manor Township Subdivision and Land Development Ordinance and the PA Municipalities Planning Code. Mr. Kreider seconded the motion, which carried unanimously.

Resolution Emergency Service Organization - Mr. May stated there was a meeting with the four fire companies and Millersville Borough on how to proceed with any type of consolidation. He noted that the State consultant, Dean Fernsler, recommended that there be parallel resolutions at the Borough of Millersville and Manor Township on how they will form the Emergency Task Force Committee. It will consist of one representative from each fire company (4), one elected representative from each municipality (2), then the two municipalities and the fire companies will each select a citizen representative (6) and then a citizen representative appointed by all the entities (1) so there will always be a citizens majority on the Task Force Committee. Mr. May stated if this resolution is adopted then our next step will be to appoint our elected representative and then pick a citizen representative. Mr. May stated that he is very optimistic about this and the fire companies have come up with \$100,000 to make this happen. Mr. Breneman made a motion to adopt Resolution #18-2007 to approve the formation of the Emergency Service Organization Task Force. Mr. Herr seconded the motion, which carried unanimously. Mr. Bauder asked if this includes the ambulance service. Mr. May stated not at this time.

SALDO – Richard Rohrer Final Plan Mr. Caldwell, consultant with Rettew, reviewed the one lot sub-division plan on the Northeast corner of the Richard Rohrer farm, which was received July 10, 2007 for consideration by the Township. He noted the location and stated that this plan was presented to the MTPC for comments August 13, 2007 where they had questions about the nitrates. He stated a revised plan should be coming back. Mr. Bauder stated that the lot taken out was in clean & green and asked about roll back taxes. Mr. Caldwell stated a farm in clean & green is able to take out two acres with out affecting the clean and green status. Mr. Caldwell stated there are still some site distance issues that need to be addressed yet.

SALDO – Peace of Mind Mr. Caldwell stated the Supervisors had reviewed this last month as a briefing item and sketch plan. He went over the Charlestown Road facility and noted they are proposing to add a portion to the existing facility for storage of RV'S on a gravel lot. Mr. Caldwell stated they have requested three modifications for the plan processing and he recommends approval, along with the MTPC. Mr. Caldwell stated they have requested waiver of showing the existing features within 200 feet and stated that the MTPC recommended that request be denied. Mr. Caldwell stated that they requested waiver of a traffic study evaluation, which the MTPC recommended a fee in lieu of. Mr. Bauder made a motion to waive the preliminary plan for Peace of Mind Self Storage, seconded by Mr. Kreider. The motion carried unanimously. Mr. May made a motion that the request for a waiver showing the existing features within 200 feet be denied and they will have to show them. Mr. Breneman seconded the motion, which carried unanimously. Robert Barber, 2749 Chapel Road, asked several questions about the requests. He noted that as a neighbor, he has been very pleased with the project and Mr. Price. Mr. Bauder made a motion to grant the request for a waiver of the traffic study and negotiate a fee in lieu of. Mr. Herr seconded the motion, which carried unanimously. Mr. Caldwell stated there was a request for a waiver of the three meeting delay, but explained that since Manor Township is no longer under the County ordinance, then that does not apply. Mr. Caldwell stated that this should be back again sometime in the future as a land development plan.

SALDO – Nelson & Janet Habecker Lot Add-On Mr. Caldwell stated the property is located on Habecker Church Road, and is a request for a lot add on. He went over the existing lot and what they are adding, noted that after review there are no significant issues and no modification requests. Mr. May asked if the information has been provided for a perk and probe. Mr. Caldwell stated yes, the plan had been resubmitted. He noted there is a review in process and it is not finished yet and stated it will be back as an action item in October.

SALDO - Glenn Rohrer Lot Add-On Mr. Caldwell stated this plan for Glenn Rohrer is a sub-division and lot add on located on Old Blue Rock Road, RT 999 at a piece of Blue Rock Road which had been split. He stated that the farm is 118 acres and crosses to the Old Blue Rock Road section and this request is for the Centerline Separation/Lot Add-on to be considered by the Township. Mr. Caldwell stated this plan is a one-lot sub-division for a proposed 5 acres with existing buildings and noted that there is a third acre lot existing. Mr. May stated that he was not sure why they are doing this sub-division. Mr. Caldwell stated probably because of the sub-division, which was created by the construction on RT 999 off of Old Blue Rock Road. Mr. Bauder stated that Old Blue Rock Road is no longer a Township road. Mr. May stated yes, it is a Township road and there are four existing properties on it. Mr. Caldwell went over the existing lot and the proposed driveway. He stated there are no significant issues and no modifications or waivers requested with this application. He noted it was a briefing item at the MTPC meeting on August 13, 2007 and is a briefing item here tonight. Mr. May asked what the significance of the 90 day review period was. Mr. Caldwell stated that the applicant is granted, by the MPC, a 90 day time period from the date the application is filed. Mr. Kreider noted that on Phase III of the plan, it refers to the 100 year flood plain, and stated that he usually hears requirements of the 500 year flood plain from our township. Mr. Smith stated the applicant, needs to identify the flood plain. He asked why Manor Township has the 500 year flood plain requirement when a lot of townships don't. Mr. Smith stated Manor Township requires the 500 year flood plain because the Township took the position to be more conservative years ago. Mr. Caldwell stated that Manor Township is more conservative than some of the surrounding counties but noted that it is not 5 times the area for the 500 year flood plain verses the 100 year flood plain. Mr. Bauder asked

what other townships have the 500 year flood plain. Mr. Caldwell stated he would have to look, he did not know off hand. Mr. Bauder stated that most do not have the 500 year flood plain and stated that he does not think anyone knows where the 500 year flood plain is and he would recommend that the board remove the 500 year flood plain requirements. Mr. Kreider agreed because it creates a hardship for residents. Mr. Bauder recommended that something be drafted to remove the 500 year flood plain requirements. Mr. May stated the plan before the Board for Mr. Glenn Rohrer is a briefing item with no action required and will be back in October or November.

Mr. Herr asked if there is a standard fee or formula that would be used to calculate the fee in lieu of for the Peace of Mind Storage plan that was granted the waiver. Mr. Caldwell stated that normally it is by the cost to the applicant but it cannot exceed the cost of the study. Mr. Caldwell stated this is normally done in areas that have had previous studies done and the township already knows the necessary improvements needed and the fee would be a portion added toward that improvement. He added that you would start with the cost of the study. Mr. Smith stated that he or Mr. Laudien would be working with Rettew Associates to get a starting point for negotiation with the applicant.

Agricultural Security Area Addition Richard and Shirley Falk – Mr. Smith explained that this is a request for the farm of Richard and Shirley Falk, 1004 Breneman Road, to be added to the Agricultural Security Area. He noted it is a 23.3 acre farm. Mr. Breneman made a motion to accept the petition from Mr. & Mrs. Falk to add their farm to the Ag Security Area and be handled by the Ag Preserve Board in the 180 day procedure. Mr. Herr seconded the motion, which carried unanimously.

Manor Oaks Phase III, Letter of Credit – Mr. Smith noted that the inspection has been completed for Manor Oaks Phase III and they have requested that the roads be finalized for dedication and release their Letter of Credit #D01689 in the amount of \$44,526.55. Mr. Smith added that they have exceeded the time frame. Mr. Smith stated that the actual amount that has been retained in the Letter of Credit is \$36,536.55, which is the 15% being held. Mr. May moved to release Letter of Credit #D01689 to Manor Oaks in the amount of \$36,536.55 and notify them of the amount difference. Mr. Bauder seconded the motion, which carried unanimously.

Shepherd Family Limited Partnership Letter of Credit Release – Mr. Smith stated that this is a request for the release of this letter of credit because even though the requirement is for funds to be maintained for 18 months for any public improvements, this particular construction does not have any improvements to it. Mr. Smith stated that if the Supervisors choose they could maintain the Letter of Credit until Feb. 2008. Mr. May asked what the point would be. Mr. Smith stated we could because there is the 18 month regulation but feels it is not necessary. After some discussion, Mr. Breneman made a motion to release the Letter of Credit to The Shepherd Family Limited Partnership in the amount of \$17,135. Mr. Herr seconded the motion, which carried unanimously.

Manor Oaks Lot 146 Letter of Credit Reduction Request – Mr. Smith noted inspections have been completed and he recommended that the request for the reduction in Manor Oaks Letter of Credit No. SB-909554-0001 be reduced from \$158,803.18 by \$85,250.00 leaving a balance of \$73,553.18. Mr. May made a motion to reduce Letter of Credit No. SB-909554-0001 for Manor Oaks, by \$85,250.00 as requested. Mr. Bauder seconded the motion, which carried unanimously.

Parkfield Letter of Credit Reduction – Mr. Smith explained inspections have been done and he recommended that the request for reduction to the Letter of Credit for Fieldcrest be approved. Mr. Bauder made a motion to approve the request from Parkfield for a reduction of \$523,160.00

in the Parkfield project, Phase II, leaving a balance of \$860,383.70. Mr. Breneman seconded the motion, which carried unanimously.

Uniform Pension Plan Minimum Municipal Obligation - Mr. Bauder asked who received the \$12,500 administrative fee. Mr. Strohecker explained that it is the administrative fee that is paid to Principal Financial Group for administrative expenses. Mr. May stated that the minimum municipal obligation is \$164,200. Mr. Bauder asked what was listed in the budget for that. Mr. Smith explained that this is for the year 2008 not the 2007 budget. Mr. Bauder asked how much the Township receives from the state for the pensions. Mr. Strohecker stated it is different for each plan, but this year it was budgeted for \$180,000 total for both Uniform and Non Uniform plans. Mr. Strohecker noted that the \$164,200 listed now is just for the Uniform plan. Mr. Kreider made a motion accepting the Manor Township Minimum Uniform Employee Pension Plan for the 2008 budget process. Mr. Bauder seconded the motion, which carried unanimously. Mr. Bauder stated that he thought the uniform plan was over funded. Mr. Strohecker stated yes it is over funded. Mr. Bauder asked why the Township has a projected obligation then. Mr. Strohecker explained that over funding is what we pay above and beyond for the current retirees but we still have ongoing yearly costs that are putting money away for future retirees down the road. Mr. Strohecker noted that the MMO's show an over funded provision, taking that into account and reducing the amount for next year, it is a funding adjustment line.

Non-Uniform Pension Plan Minimum Municipal Obligation – Mr. May stated this plan comes to a total minimum municipal obligation of \$200,627. Mr. Bauder asked why last year the number was much larger than 200,000 and asked why it is lower. Mr. Strohecker stated there have been some changes to the non-uniform pension plan. Mr. May stated that the Township also has been more aggressive in investments. Mr. Strohecker stated the investments have paid off greatly. Mr. Herr made a motion to approve the Non Uniform Employee Pension Plan for the 2008 budget process. Mr. Breneman seconded the motion, which carried unanimously.

Correspondence

Mr. Smith noted a letter from Bryan D. Cutler, 100th Legislative District, regarding the bridge between Creek Road and Walnut Hill Road and offering his service in obtaining funding for repairs to the bridge. Mr. Smith stated that the bridge is in Manor Township but it is a County facility so for Rep. Cutler, obtaining funding on behalf of the Township, the money would have to go to the County. Mr. Bauder made reference to the County Planning Board, which meets every month and prioritizes these things. Mr. Bauder stated we have no obligation in this and it is the Counties and they make the decisions, so people need to go to the County. Mr. May stated he would clarify that with Mr. Cutler. Mr. Smith stated he does not see a problem with Mr. Cutler wanting to help the County get funding to replace the bridge and the Supervisors of Manor Township supporting that.

Police Department – First Aid, CPR & AED Instructor Course - Mr. May explained that Chief Graeff has requested having an officer trained to instruct CPR, First Aid and AED to save on the amount of money spent to keep employees certified and save on people coming in on overtime to attend the certification classes. Chief Graeff noted that Officer Matt Wolf has volunteered to attend training to become a certified instructor for First Aid/CPR & AED in November and he requested permission to send Officer Wolf. Mr. May made a motion that Officer Wolf attends training to become an in house instructor with the necessary expenses paid. Mr. Breneman seconded the motion, which carried unanimously.

Mr. May stated Chief Graeff has also requested that Officer Clay Smoker attend the Police Mountain Bike Training at H.A.C.C. on September 24-28 at the Lancaster Public Safety Training Center. He noted it is a free course and he would like to expand the department's bike patrol unit. Mr. Bauder made a motion to approve Officer Clay Smoker attending the Police Mountain Bike Training at H.A.C.C. Mr. May seconded the motion, which carried unanimously.

Mr. May explained that Chief Graeff is requesting permission to sign a Memorandum of Understanding for the Lancaster Intelligence System Taskforce (L.I.S.T.). Mr. May made a motion that Chief Graeff sign the MOU and send it back to the County Detective's office so we may participate in ongoing multi-jurisdictional investigations or prosecution activities within Lancaster County. Mr. Breneman seconded the motion, which carried unanimously.

Traffic Commission

Chief Graeff reported that there was a request for a handicapped parking space at 38 Girard Avenue and the Commission recommended approval. He also noted a no parking request on the West side of Acorn Lane, Eagle Heights development and they moved to accept that and recommend to this Board that they establish the no parking along with a no outlet sign being posted on Eagle Path. Mr. Herr made a motion to approve the Traffic Commissions recommendations to establish no parking on the West side of Acorn Lane, a handicapped parking space at 38 Girard Avenue and a no outlet sign posted on Eagle Path. Mr. Kreider seconded the motion, which carried unanimously.

Police Report

Chief Graeff stated he has submitted his report for the month noting the traffic arrests for the month. He noted that the lap top computer grant has been forwarded to Rep. True and Rep. Cutler's office and both Rep. have supported it, passing support on to DCED. Chief Graeff also stated he has talked to Mr. Cane who will be supporting this. He stated they are hoping to find out sometime this month. Chief Graeff stated that the new hire process went well. The interviews were two weeks ago and they are in the process of background investigations. He stated the Sgt. Testing was last week for the promotional process and interviews for that position are scheduled for October 18th. Mr. May noted a letter that Chief Graeff received commending Det. James Alexander for his professionalism in a case that ran over an extended period of time. Mr. May asked that Chief pass along the Supervisors appreciation to Det. Alexander for his work. Chief Graeff stated he will be pleased to do that. Mr. May made reference to the crime watch meetings that are going to be held and Chief Graeff noted that they are in the process of scheduling the Citizens Police Academy meetings. Mr. Bauder asked if the numbers for his report were for August. Chief stated yes. Mr. Bauder stated that Lancaster County has one of the highest drunk driving deaths and asked the chief to comment. Chief stated that we have a good record for making arrests for DUI. Mr. Bauder stated Officer Gundel has been good at this. Chief Graeff stated she has received the Top Cop Award from the State several times and this is for arresting drunk drivers. Chief stated just last month the Board approved Officer Gundel to attend a DUI Conference and she had also received a grant for it because of her expertise.

Road Foreman's Report

Mr. Harris stated that the bridge maintenance has been taking place and the installation of the boat dock is moving ahead at the landing at Blue Rock Road and hopefully will be completed by the end of September. Mr. Breneman asked when the lines are scheduled to be painted on the

roads that have been oiled and chipped. Mr. Harris stated he is at the mercy of the contractor. It is a bid through the county and Mr. Harris noted that he feels this job is very big for the bid holder. Mr. Herr noted that he was aware that Mr. Harris is having the same problems with Penn Dot and the agility program with the mowing machine and he asked if there were any changes. Mr. Harris noted this may not happen and noted Chuck Enoch has stated we cannot give a time.

Parks and Grounds Maintenance

Mr. Dickert stated for the month of August the Charlestown Park and Washington Boro Park parking lots have been oil and chipped. He noted the ball field at Greider Park has been renovated and now includes a pitcher's mound. He also noted that he has received a permit from DEP and the Fish and Boat Commission and he will be spraying the purple loosestrife at the Township section of Woods Edge Park. Mr. Dickert added that there will be a softball tournament held at Greider Park sponsored by Clipper Magazine Company this month. Mr. Herr questioned vandalism in the parks and asked how major our vandalism is. Mr. Dickert stated our vandalism is usually \$100 or less. However this month a water fountain was smashed and that repair will be \$1,000. Mr. Dickert noted that they are in the process of creating a vandalism column in the budget for 2008 so it can be tracked.

Assistant Managers Report

Mr. Laudien went over his report noting that the newsletter has gone out and it includes a survey for recreation activity and park use. He stated we have already gotten a few back in the office this week. Joan Matterness, Sutherland, applauded Mr. Laudien for the newsletter and was especially pleased with the survey that was included in it. She stated it is time that Manor Township thinks about a community building. Mr. Laudien noted a letter amending a previous correspondence from David Miller about a parkland mini-study. He stated the change reduces the amount of parkland dedications from its current value of .047 acres per dwelling unit and provides for two different ranges with the low end being .036 acres per dwelling unit and the high end being .049 acres per dwelling unit. Mr. Laudien recommended that the Board consider utilizing the lower number because it is a more defensible position both legally and comparable to neighboring municipalities, while still allowing for ample parkland. Mr. Bauder made a motion to adopt the range of .036 to .049 to formulate parkland for the present time. Mr. May seconded the motion, which carried unanimously. Mr. Breneman stated that they did receive the draft plan from Park and Recreation but the information for Manor Church was not updated. Mr. Laudien stated that he will take care of that and will be presented to the public on the 24th of this month.

Manager's Report

Mr. Smith stated that his report has been submitted. Mr. Smith expressed his appreciation for all the expressions of sympathy for him and his family and thanked the Supervisors and Staff for all the patience and prayers they have extended to him and his family in the past six weeks that have been so difficult. He truly appreciates it all. He stated the Staff has done excellent work in his absence and especially thanked Bill Laudien for taking on all the responsibilities that he has. Mr. May stated they continue to keep Barry and his family in their thoughts.

Building Permit Report

Mr. Kreider read the building permit report listing 27 permits for the month of August. He stated that was compared to 30 permits in August of 2006. The number of permits for the year 2007 so far has been 290.

There being no further business, Mr. Kreider made a motion to adjourn the meeting, seconded by Mr. May. The motion carried unanimously. The meeting adjourned at 9:45 PM.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Budget Work Session

Wednesday, September 19, 2007

Time: 8:30 A.M.

All Supervisors and required staff were present.

Ryan Strohecker made a presentation being with the Capital Reserve Fund. Mr. Strohecker had two proposals to present. The current Capital Reserve Fund that has been in place for about three years is familiar. There are seven categories. At the end of this year, there will be a million dollars reserved into those categories for the specific needs of the Township. Mr. Strohecker stated he would like to talk about continuing with the current Capital Reserve Fund or making some changes. The changes he proposes would shift it from Capital Reserve Fund to a Capital Improvement Plan. When the Capital Reserve Fund was started, some numbers and categories were put together and they are pretty general categories. They do not really get into many specifics. The Capital Improvement Plan tries to move from more general plan to a more specific Capital Improvement Plan for the Township. Mr. Strohecker gave an overview of the Capital Fund. On Page 2 some of the categories under the column of Item Description were changed. They are pretty much divided up by department and can really be whatever they want them to be. He tried to get away from more general categories and get into specific attainable goals this Township is going to have over the next five years. He has taken out categories such as Catastrophic Emergency Relief Fund and Facility Improvement, because they were monies set aside for things that really were not obtainable. He wanted to get more goal oriented categories that are going to be achieved in the next five or ten years. #4 under Item Descriptions Public Works under the Roads Department you can see a breakdown of every vehicle and piece of equipment they are looking to replace over the course of the next five years or beyond. That would be the same with every category. There is a column for the prior years spending for 2006 you can see some numbers that can be found on the Capital Income Statement you received every month. The items under the column that say current year are items you would see are currently in the Capital Income Statement you receive. Those are actual expenditures that are coming out. Following across for years 1, 2, 3, 4, and 5 these are items that we are planning to put money away for the next five years. It allows you to look at a five-year plan for the Township items you know we will be spending.

Mr. Strohecker stated as each year goes on obviously everything is going to shift to the left of the columns. Under the column "Year 1 Budget for 2008" when the budget is put together for next year its going to shift over to the current year and you will see some items there that will show up now in the Capital Fund itself. If you take the Roads Department for example looking under the column that says "Year 1 Budget" down to 1996 International Dump Truck you will see a number for \$109,000 what happens next year that is going to hit the Capital Fund and will be budgeted for next year and come out of the Capital Improvement Plan. Under the totals on Page 3, look under the column that says "Year 1 Plan for 2008" you can see under Capital Improvement Plan they must come up with \$582,000 to fund two things. 1) To fund the expenditures that are going to come out of the Capital Fund for next year and 2) to fund the programs that are in place that we are going to be putting money away for. The \$582,000 does not mean that the

money you must put aside in Capital Reserve a portion of it is but it also represents the money you will have to spend next year for vehicles that we already are putting money away for. As you go down through the years that money is going to get less and less simply because this will be the first year that we are actually putting this plan in place. With the balances we have in the Capital Fund, he does not see any reason why they would not be able to implement this immediately per 2008 and be able to have the fund balances to have money in reserve and fund the project that would be doing next year.

Mr. Breneman asked, going back to the International Dump Truck, why not start next year and start planning for that to be replaced in ten years rather than wait five years out and put a higher amount on it. (Answer was not understandable because several people were talking at one time.) Mr. Breneman referred to Parks such as the Ford 250 Pickup it shows \$2,000 next year and the year after \$20,050 but then nothing is shown after that why not start right away? Mr. Strohecker referred back to the 1996 Dump Truck and stated next year that will shift over to the current year capital fund. When this is printed out next year, you will see the next dump truck show up and putting whatever amount away. After that becomes a budget item for the current year, then it pops up on this plan as being putting money aside for the future. Mr. Smith said what you are saying Mr. Strohecker is the replacement of what is going to be the 2008 purchase dump truck we will start allocating small portions of money for that replacement projected 12 years. Mr. Strohecker advised what is in front of you is not the complete Capital Improvement Plan. It is the information that is available so far. Things have not been done to this level of detail so far; therefore, if they chose to do this it will require some transition in thinking with the department heads of trying to project out what these costs are and what items should be on here. There is a lot of infrastructure and building improvements that are not included in this plan that must be continued to be worked on. This is just basic and what we know so far. Improvements will have to be made if the Supervisors like it. Mr. Herr stated he likes this and with his work he sees more and more this is the trend municipalities are using. Mr. Smith stated there would still be some variations. Mr. Smith gave an example that the salt shed needs to be replacing next year they would have to deviate from this in some manner. Decisions would have to be made at that time. Mr. Herr stated in the same example if it was projected for four years out and we have put back three years and it did fall over they would have somewhat of a kitty to pull from. Mr. Strohecker pointed out when the Capital Fund Budget is presented for next year or future years there may still be items on that budget that were not included in this plan. This just help get down on paper some of the big costs they know and how they can plan for them. Mr. Herr stated he has seen this is an ongoing thing and takes several years until everything is on it.

Mr. Strohecker stated this is all paper money. They only have one account for the Capital Fund. It is not changing the structure of the actual physical money they have. It will operate much the same as the Capital Reserve Fund where it is money on paper. The Capital Fund is on one side that is the budget the Supervisors approve and the Capital Reserve Fund currently or what is proposed Capital Improvement Plan on the other side that are suppose to work hand in hand. All they are is two documents on paper. This is not a separate fund where there are two bank accounts set up and monies flowing from one to the other. It is all in one and only paper money. There are some dynamics and mechanics that will go into this that will have to be tracked separately from this

document to make sure that the total dollars from year to year are being set aside for these projects and not being dipped into by the Capital Fund.

Mr. Breneman asked if the needs of the police could be itemized this way also?

Mr. Kreider asked if there are any regulations that need to be followed? Mr. Strohecker advised any kind of Capital Reserve or Capital Improvement Plan would fall under GASB Regulations. The long range plans need to be seen. This is far too detailed for what they are looking for. Mr. Smith advised when the Township audit is done our auditors talk about a large acquisition and large expenditures that do show up on here are things they want more detail about. They are interested in what is the total present expenditures in vehicles not interested in a crack sealer for \$31,000. Mr. Kreider referred to the category of land acquisition. Mr. Strohecker stated he would like to see them move away from a broad category of land acquisition and move toward "What land are we talking about". Mr. Smith referred to the Smith tract and stated if they had been utilizing this method of planning the K. L. Smith Tract would have shown up. This is in the current budget and that is why it is not on this particular five-year plan. Mr. Kreider asked that status of this tract? Mr. Smith advised they have their proposal and must go to Tom Goodman and make sure it meets code. They would like to have that transfer this calendar year.

Post Retirement Medical - Mr. Strohecker stated they are not required to do the GASB 45 Compliancy Evaluation until 2009 for the 2008 plan year. They are not talking about current medical insurance they are talking about the medical insurance for employees after retirement. We were given three ways to project what the costs of these benefits are going to be company wide. One method is pay as you go, a middle of the road method is a partially funded method, and the third one is fully fund your retirement benefits for medical up front. The pay as you go method, which is what is currently being done, Mr. Strohecker read under the pay as you go funding scenario Manor Township has assumed to finance retiree health care benefits from assets available in the General Fund. At the discount rate of 4.5% is assumed and represents the long term expectation of the earnings of the General Fund which is invested in short term investments. If Manor Township finances retiree health care benefits on pay as you go basis the balance sheet liability is projected to grow expeditiously. If we continue with the pay as you go method, over the next 30 years they are projecting a line item in the income statement to be approximately \$154,000 just for post retirement benefits. They are taking the number of retirees times the current monthly health care costs per retiree times twelve months and that works out to about \$154,000. That also takes into effect the monies reimbursed with their spouses and all the current costs. The reason why they say it will grow expeditiously if you think of it in a closed box we have approximately 40 employees. If there is a \$400,000 medical insurance cost you see on the income statement a \$154,000 of that is specific to retirees remaining \$250,000 is cost of current employees. The reason why it grows expeditiously is over time you have those 40 employees who are retiring so that \$400,000 cost is slowly over the next 30 years shifting to all the retiree cost and no current medical cost. That is assuming you would not hire any more employees over the next 30 years.

Partially Funded Method - If you want to take half of your costs and start putting money away so that as those employees retire you have the money to fund their health care benefit cost. They take into account not only what the current costs are but add to it

approximately \$400,000 a year to set aside to partially fund those costs. If you go fully funded method you can put away \$800,000 into a separate trust.

Several things need to be considered as they go forward. Direction is need from the Supervisors as to their thoughts, any changes they want to make, and if they think this is a benefit they want to continue to pay for or not. There does not have to be any determination made. The only thing the GASB 45 says must be done is come up with this report and put on your balance sheet. As they went through this process, Mr. Strohecker stated they found in the current planned documents there is quite a bit of loopholes that could be costly that they would recommend some changes be made. Maybe have now plan documents written up to close some of the loopholes. Mr. Smith changed terminology stating he is not sure loopholes are the best way to describe what the document is. The document has areas that are not black and white in terms of the administration of it. The problem with the document that is a one-page document that probably was established ten years ago was a very bland straight document that did not anticipate certain things. Looking at this when employees had questions about things that could occur in the future regarding eligibility, etc., we are looking at this and saying this document does not give enough clarity on a particular topic. Mr. Stohecker stated there are two actions. One with the Supervisors go ahead, they can take a look at some of those items in the plan document and have them looked at and rewritten by lawyers who understand these things better. The second action item is the numbers are out here now they need more direction as to whether you want to take action or not.

Mr. Kreider stated he feels this is something the Supervisors need to spend time on. With national health care and all the different changes taking place, he thinks they need to really think about this. Mr. Smith stated they want the Supervisors to be aware of the long term financial commitment as it exists today. A more pressing issue would be to get direction to allow them to get the plan document up to the type of language and specification it should be. Mr. Smith gave an example if the retirement age is 60 or 65 whatever the age would be and they hired an individual at 59 do they qualify for post retirement medical. That is not a question that is inherent when they have an employee that is 25. When the plan is looked at there is nothing that says this is a qualifying event. They do not want to be in a position where someone can take an action against the Township as a retiree or employee. The Supervisors agreed to give the go ahead to start working on the document right away. Mr. Strohecker stated they are starting the process two years earlier than needed so there does not need to be immediate decisions. If the Supervisors want to work at it over time, they have time on their side. Mr. Breneman stated he feels they need to look at the whole thing. He feels they need to make comparisons and see if they are in line with other areas. Mr. Kreider stated an issue needs to be brought up regarding new employees versus present employees. Mr. Smith advised there are some municipalities that have changed some base benefit plans for new hires. Mr. Strohecker advised there are two other issues. There is the uniform contractual side and the non-uniform employees. If it were as simply as just saying for any new hire we are not going to offer plans then this becomes very easy because the numbers are going to increase over time but eventually it is going to stop. At some date these numbers will be at zero. Mr. Smith stated a document needs to be drafted as a starting point to have something to work on. Mr. Strohecker stated the other thing that would be helpful is if you want options if there would be any recommendations you

could provide. The numbers could be run and shown the effects such as if you do not include spouse, if you increase \$50 spousal rate to \$100 or whatever it might be. With that type of direction, they could start working on the numbers. Mr. Kreider asked when the base line information is needed.

Mr. Smith stated they need to find out what legally they can impose on the current retirees who retired under the current set of circumstances and planned issues. Several aspects need to be looked at 1) what do they do with new hires and 2) what do they do with current employees who have already invested in and (3) what is the effect on a prior and already retired employee like Don Sheeler. Mr. Breneman advised he would like to know what programs other municipalities have.

Mr. Strohecker stated he has been getting some information regarding past 65 post retirement medical due to a disagreement he and Mr. Bauder have been having. Mr. Strohecker stated he might be on the losing end of that argument. Mr. Kreider asked if they could get figures regarding the number of retirees. Mr. Strohecker stated there are 37 current employees on the plan and nine retired. In a one for one relationship with no additional hires, if you had 40 employees over the course of 30 years those 40 employees over time are going to be retired. A projection can be given based on some sort of maximum assuming everybody stays. Mr. Strohecker stated it comes down to you are spending \$154,000 a year on post retirement medical and is that an acceptable number or not. If it is not acceptable, then they need to talk about what type of changes need to occur. It was agreed the Supervisors would like to see projects on several increments. Mr. Kreider stated to day many spouses have their own retirement policy. If they have the capability, who becomes the primary or the responsible party. Mr. Kreider stated he would like to know that. Mr. Strohecker stated another thing to include in the projections is cut off at age 65 and how that would affect the figures. Mr. Strohecker stated he believes Mr. Bauder may be correct that quite a few other townships do not offer medical benefits past 65. It would be nice that whatever is done is done for the uniform and non-uniform. If there would be a separate plan for the uniform and non-uniform it would be more confusing. If there was one for current employees and one for new employees, it becomes that much more simple than having three or more plans out there. Mr. Kreider stated he had asked a question before and was advised there can not be two plans for the uniform police. Mr. Smith stated he thinks the discussion was that the department would not sign a contract for two separate plans within their unit. Mr. Smith stated could it be done possibly; would it likely be done probably not. Mr. Laudien stated in the last contract negotiations there were provisions within the contract that they were willing to apply to new hires and not to existing members not with health care but with some other issues.

Manor Township Supervisors Meeting

Monday, October 1, 2007

Time: 7:30 P.M.

Chairman John May called the meeting to order in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA at 7:30 p.m. He led those in attendance in the pledge of allegiance to the flag. Roll call was taken showing all Supervisors were present.

Members present: John May, Richard Bauder, Jay Breneman, Allen Kreider and Allan Herr

Staff present: Barry Smith, Chief Graeff, Ryan Strohecker, Mark Harris, Mike Dickert and Evelyn Rineer.

Visitors present: See attached.

Minutes – Mr. Breneman made a motion to approve the minutes as drafted. Mr. Herr seconded the motion that carried unanimously.

Bills – Mr. May asked if there were any comments. Mr. Kreider made a motion to approve the payment of the bills. Mr. May seconded the motion that carried unanimously.

Financial Report – Mr. Bauder stated he read that money was added to the highway fund. Mr. Strohecker stated \$76,000 was added and the balance is just under \$500,000. Mr. Bauder made a motion to approve the financial report as presented. Mr. Breneman seconded the motion that carried unanimously.

Solicitor's Report

Mr. Smith reported on behalf of the Solicitor that he has been preparing amendments to the zoning ordinance. One amendment deals with what the Board had discussed regarding the jurisdiction of the PRD Ordinance to change that from Planning Commission's authority to the Board of Supervisor's authority for their approval power. There was also discussion regarding the flood plain and the desire of the Board to change that to 100 years rather than the 500-year flood plain and that amendment is being work on. The Solicitor is preparing those documents so they can be presented at the same time rather than separate advertising for the amendments.

Business From The Floor

Darcy Pollock, 401 Stehman Church Road, Millersville, questioned the article in the September 5th Lancaster Newspaper regarding repairs of bridges specifically a bridge the article says .25 miles from her home but actually it is .9 miles. Ms. Pollock pointed out there is misinformation regarding the bridge in the article. She sees there are competing funds for fixing the bridge and the other 11 bridges listed in the article and would like to know what the Township is doing to represent them appropriately to the County in terms of obtaining grant money for the repair of the Creek Road Bridge. Mr. May pointed out this item is on the agenda and will be discussed.

Ben Bonzinski, 30 Nursery Lane, stated he has lived at his residence for 40 years and he has a new neighbor with a dog that has been barking for about four weeks from 8:00 a.m. until 9:00 p.m. Mr. Bonzinski stated he has called the Township Office and was told there is nothing that can be done since there is no noise ordinance and the Police Department said the same thing. He called the animal shelter and they advised that the dog is cared for and there is nothing they can do about the dog. Mr. Bonzinski would like a noise ordinance and one that includes barking dogs. Mr. May asked if he neighbors have complained to the person with the dog and advised they should approach the owner of the dog. Mr. Bonzinski stated

the one time he called the police they came out and talked to the dog owner. Mr. May advised the noise ordinance is being worked on.

Mr. Smith advised an item was missed on the agenda and stated the Executive Director of the Lancaster Public Library, Debra Rosser, was with them to make a presentation. Ms. Rosser asked that the Supervisors consider an increase in their municipal allocation to the library. A packet was handed out that included a chart of the municipalities in Ms. Rosser's service area and what they are currently giving per capita. Manor Township is allocating \$20,000 and it comes about to \$1.21 per capita. Commonwealth Libraries recommend municipalities funding the libraries at \$5.00 per capita. Ms. Rosser stated the Township was not able to give an increase last year but hopes they will consider one for this year. Something new at the library is a return on investment study that Commonwealth Libraries did. There is a \$5.50 return on investment for every taxpayer dollar for the library. Ms. Rosser advised that they are reliant on state and municipal funding. They are trying to increase their fund raising in donations and they have instituted a bequest program. A new service in the library is language line. It enables anyone who speaks a foreign language who needs to get information and need a translator can come into the library and point out on a sign the language they speak. They place a three way telephone call to a translator and they can help that patron. Ms. Rosser advised approximately 34% of the community has a library card. In 2006, they purged from the records old library cards that have not been used. They actually gained another 303 patrons. Ms. Rosser stated there are approximately 1/3 of the township residents using the library.

Mr. Breneman asked if there was any data as to how many of the people actually used the library last year. Ms. Rosser stated in 2006 they purged inactive cards, which means in the past year 34% of the residents have used the library.

Mr. Herr asked if there is any data indicating the number of times the cards are used. Ms. Rosser stated that would be difficult to determine.

Old Business

Wheatfield Rezoning – Mr. Smith stated there have been discussions between the developer and area residents and their representative sent a letter to the Township indicating they believe they have come to a consensus of what to do with the property in terms of zoning. Goodman and Kenneff have been directed to change the draft ordinance to reflect it will be Low Density Flex. There is no action tonight other than information. There was a continuance of the Conditional Use Hearing until October 15th. It is necessary to meet that evening. There must be a quorum of the Board so that they can agree to a continuance. Mr. May stated the developer has agreed to a general continuance and not a specific date. Mr. May stated they will convene October 15th at 7:00 p.m. at the Manor Middle School. Mr. Smith stated because of the nature of that meeting it might be more practical to hold the meeting in the Municipal Building. Mr. May stated it would be more courteous to the school to move the meeting to the Municipal Building. Ms. Gumpfer indicated she did not see a problem with holding it in the Municipal Building. Mr. Smith stated it would be advertised and they would make sure the area residents are notified.

Mr. Kreider stated he wanted to compliment the developer and the residents regarding the meeting. He stated it was orderly and there was many things accomplished at the meeting. It shows that sitting down and talking, the problems can be worked out many times.

South Creek Road Bridge – Mr. May stated in May or June he proposed to write a letter to the County Commissioners suggesting they repair S. Creek Road bridge which was not acceptable to the Supervisors. A letter was then written to the Commissioners asking

them to explore the possibility of the repair of the bridge that was acceptable. All the Supervisors signed the letter asking the Commissioners to explore the repair of the bridge. Mr. May learned approximately two weeks ago that Mr. Kreider sent e-mail and Mr. Bauder sent a letter discouraging the repair of the bridge. Mr. May stated there is contradictory statements, even though they spoke as an individual and not a Supervisor; people are asking what is going on. Mr. May's position is it may not be the most heavily used bridge but it was a bridge, was used and that money that may have been used to repair the bridge goes to some other equally unimportant thing. Why not have it go to their unimportant bridge

Mr. Bauder stated he did some investigation regarding the details in the letter they sent. He found some technical problems in the letter. He does not think they should be condescending to the County Commissioners to say they are going to spend the money on some equally unimportant thing. Mr. Bauder stated the County has a Transportation Committee that list priorities and in this case Mr. Bauder concurs with their conclusions as a County taxpayer. Why spend 1.3 million dollars on a bridge, when there is another bridge .9 miles away.

Mr. Kreider stated he somewhat did the same thing as Mr. Bauder. He lived around this area for a long time and he was an electrical contractor. After Mr. Kreider agreed to the letter, he went down and remembered the bridge and remembered when Agnes went through and all the roads in the area were under water you could not get to the bridge. He remembered the conversation at the meeting and one of the biggest reasons he voted to send the letter was because they said the bridge should be repaired from a safety standpoint and he is always concerned about safety for the residents. They said if the bridge is not replaced, in flooding conditions there would be no way for those folks to get out. After Mr. Kreider visited the site, he remembered when the storm went through you could not get to the bridge because the roads were underwater and people evacuated behind their house on a hillside and went down to a farm in a little barn and stayed the night. When he realized how low on the totem pole it was for the County to throw money into this bridge, he agreed that it effects some people and it is in their Township; but in the reality of the thing is he can not support everything just because it is in their Township. The taxpayers money is to do the most for everyone and he does not see that the bridge got used that much even when it was there.

Bonnie Miller, 113 Bent Tree Drive, attends Commissioners' meetings when possible. They are 9:15 a.m. every Wednesday morning at the Court House. Ms. Miller asked the Commissioners two weeks ago if they were aware of this bridge. They received a letter and were aware of it. They went out to see the bridge and they reported to her that is a low priority bridge. They cannot repair every bridge, but the Township can request and get grant money through management and work on it through the Township level. The residents need to be told how the process works and the County cannot repair every single bridge and this bridge happens to be a low priority bridge.

Tracy Long, 248 Creek Road, lives 50 yards from the bridge and it is her main way in and out. That bridge is the only way in and out when the water gets high because it floods Walnut Hill and Creek Road and it floods at Indian Hill and Creek Road. It is the only way into that valley for the nine houses on that road. Many of the residents park at her home and walk through the fields to get back to their property. The bridge is vital for the residents of that area. Mr. May asked if Ms. Long attended any of the Commissioner's meetings and Ms. Long advised she has not because she works 9 – 5 Monday thru Friday. Mr. May advised she can write to the County. Ms. Long stated she has called them and has written a letter to them. Ms. Long stated she knows it is a County bridge and it was repaired after Agnes. Agnes was a freak accident, because the floodgates at Safe Harbor were opened at the wrong time and everything backed up. Ms. Long stated last December when the bridge

was really damaged you could not get through Walnut Hill and Creek Road until the following morning because logs were washed down to the bridge and flooded everything. Ms. Long's stated the only way in that evening was over the bridge. Ms. Long stated her house sits about 70 yards away and the water made it to about six inches from the house.

Mr. Herr stated he has lived in the area all his life and when the bridge was replaced after the flood in "72" the whole elevation of the bridge and the surrounding road was raised approximately 4-5 feet. Prior to that, the bridge would flood before the road, but after that correction the road now floods at Creek Road and Indian Run Road sooner than it ever touches the bridge. It is a major difference of prior "72" to present day and with the bridge there it does as Ms. Long stated provide access to that road long after Creek Road and Indian Run Road are flooded.

Harold Barley, 728 Walnut Hill Road, owns land in front of the bridge. He is a third generation farmer in the area. He is 36 years old and plans on being there for at least another 36 years. He wants the Supervisors to know they will be there for awhile or hope to be and think their tax dollars should stand up for something in their area. He did take time from his schedule and went to see the County Commissioners and they were kind enough to listen to them. Now they find out that some of the Township Supervisors are for the bridge repair and some are against it. Mr. Bauder and Mr. Kreider you are treating us like second-class citizens in our area. Mr. Barley stated his tax dollars are as high as anybody else. The Boys Club is located on the road. How many people does it take. You have money to build ball diamonds and parks and everything else and to him those things are not important. Who is to say what is important and what is not.

Darcy Pollock stated she was shocked to hear that several Supervisors had written to the County and said they were against fixing the bridge. She asked Mr. Kreider if he signed the correspondence or e-mail as a Supervisor or as a private citizen. Mr. Kreider stated everyone knows he is a Supervisor. Mr. Kreider stated he might have signed it as a Supervisor. Ms. Pollock asked if he used the Township e-mail and Mr. Kreider stated no. Ms. Pollock said you signed it as a Supervisor so you are representing us as the Supervisors against the bridge when we are all here for the bridge. Mr. Kreider stated a small percentage of people in the Township are affected and he would like to see the 100-year flood plain and see where the water level is. Everybody must construct based on the 100 year flood plain, even the 500 year flood plain. Ms. Pollock asked why not get the information before you write the opinion Mr. Kreider stated he has GIS maps and has seen some of the areas and he knows the answer to that question before talking here tonight. He would like to see the Township provide and show him the 100-year flood plain is not in the area where this bridge is. If there were a house there, they would not be allowed to build a house if it is in the 100-year flood plain. What is the difference If the County has no money, it is not going to get by the County anyway. Ms. Pollock stated you do not know that until you lobby for it until you ask for it. You are dooming it before you have even tried. Ms. Pollock pointed out they also talked in the newspaper article about the Governors releasing money for State grants. If the Township is not even going to represent us correctly to the County, how are we ever going to expect you to represent us at the State level. Mr. Kreider stated he requested they put in the capital fund an amount of money set aside each year for catastrophic or any area of things that are unforeseen and this will probably a perfect location to use some of that money towards the bridge. Ms. Pollock asked if Mr. Kreider is saying he will do that. Are you committing to that or are you saying it would be a probability. Ms. Pollock stated they certainly were not going to get anything out of the County after the two of them wrote this letter and e-mail. Mr. Kreider stated he is willing to study it but he is not willing to assign money to something that is not really going to benefit a lot of people in our Township. Mr.

Kreider stated he couldn't personally represent single individuals. His job is to represent everyone in the Township not just a few. That is how business use to be done in the Township. He represents everybody who calls him or talks to him in anyway. There is just as many people he talked to who said it is crazy to rebuild the bridge. Ms. Pollock asked if the Supervisors spoke to the County as a group or as each individual. Mr. Kreider stated they signed the letter Mr. May sent to the County. Ms. Pollock stated they also got contradictory information from you in the letter or e-mail you wrote personally and from you as well Mr. Bauder. Mr. Kreider stated the contradiction is that he looked into the situation where it was and remembered all that went on down there and if they can prove to him it is out of the flood plain he can re-support it. Mr. Kreider asked if anybody could tell him if it is in the flood plain or not.

Ms. Pollock asked Mr. Bauder if he represented the Supervisors or himself in his letter. Mr. Bauder stated he wrote as a County taxpayer. Mr. Bauder stated he concurred with the County's decision. Mr. Bauder stated there were four major rainfalls last year. In November there was one that closed the road. People could not get across at Letort Road. There were many that could not get across Owl Bridge. Most of the bridges were closed. Many roads were flooded and closed. That was not the only road. Ms. Pollock pointed out it is the only access road for people who live in that area to get in or out. Mr. Bauder stated people could not get across either of the bridges to go south from Letort Road or Owl Bridge Road. They were isolated also. Ms. Pollock asked if that is a reason not to fix the bridge. Mr. Bauder stated he is saying things happened all over the County and the Township. To cite one incident and say we could not get to our homes for a while because of the flooding at Creek and Indian Run is not justification to repair the bridge as that was an isolated incident. Mr. Bauder stated as a County taxpayer he does not want to see them spend 1.3 million dollars for the limited number of families the bridge services when traveling east. The bridge serves no commercial value because if you are going that way you must cross the iron bridge that is 24 ton limited bridge that is narrow and farm equipment cannot cross. Ms. Pollock stated she sees farm equipment all the time. Mr. Bauder stated he rides bike on the road and Ms. Pollock pointed out she lives on that road. Mr. Bauder stated it serves 155 families. Ms. Pollock stated if you are counting 155 families does anyone know the number of people who use the other bridges in this article and how many families are served. By comparison, does anybody know why we are not worth it and these others are Do we know how we stack up. Mr. Bauder stated it is not a collector or arterial road. Ms. Pollock stated neither are a lot of these other roads. Mr. Bauder stated the traffic count is between 50 and 100 vehicles per day that is very low and that count is from the County. Ms. Pollock stated she did not think that is a recent traffic count. Mr. Bauder stated the current traffic count on Rock Hill is about 200. Ms. Pollock stated she does not think he is making an informed judgment and she thinks he is not speaking as a cohesive group to the County so in her view he is not representing us as a group but representing themselves as individuals.

Mr. Breneman stated the traffic counts on Rock Hill Road were much higher than 200 just last year when it was done. He realizes some of those come across Walnut Hill Bridge. Mr. Breneman talked to the Chairman of the County Commissioners this week. He wanted them to explain their position that this is a lower usage bridge. The rating on the bridge out of the 65 is probably about the 64th. That does not mean in his thinking that they do not pursue this and they do not still not get that bridge opened. He thinks they should do all they can and hope the citizens will still keep after the County and not let this thing die two months from now. Mr. Breneman stated he was very upset because he thought they were together with the letter. He realizes Mr. Kreider and Mr. Bauder were talking as individuals but Mr. Breneman said for the last four years he has not talked as an individual because whenever he

talks it says Jay Breneman, Manor Township Supervisor. He is a public official and if he opens his mouth Manor Township gets attached to it. He is very up set with Mr. Kreider and Mr. Bauder.

Scott Haverstick, 1970 Water Street, Washington Boro, gave some general comments stating Mr. Kreider and Mr. Bauder were within their rights to have their individual opinions about the bridge as much as he disagrees with them. Mr. Haverstick questioned if Mr. Kreider is suggesting bridges should not be repaired if located in the 100-year flood plain because he expects that would eliminate a lot of bridges by the nature of their location. Mr. Kreider pointed out this is not a repair but a replacement. Mr. Haverstick stated he crosses this bridge every day and the problem with the bridge seems to have originated from the decking not flooding so he is not sure what the 100 year flood plain has to do with anything. As a member of your Planning Commission, I am deeply concerned about letting the infrastructure go to hell. Where do you draw the line. That bridge is not the most important or heavily used in the Township but it is used by fairly substantial number of people in that location. They have the right to use that bridge. It is an existing bridge. It is incumbent upon you as our representatives to put as much pressure as you can on the County. If Allen and Dick feel as though they cannot support this, they can excuse themselves. Mr. Haverstick stated he suspects the majority of the Supervisors are in favor of the County taking action and he urged them very strongly to do so.

Wendy Smith, 268 Creek Road, stated she lives below the bridge by the Boys and Girls Club. No one has addressed the alternate route for this bridge not being in place, which is down Creek Road. Ms. Smith pointed out Creek Road is an extremely narrow road. She asked if the bridge is not repaired what action would take place to make the road safer to travel. Ms. Smith stated Mr. Kreider expressed concern about public safety. She is in a rural area and it is a direct route across the bridge. If an ambulance needs to find her home, she is concerned. She is distressed to hear the Supervisors are not in unison regarding the bridge and the action Mr. Bauder and Mr. Kreider took was not discussed with the other Supervisors.

Brad Singer, 246 Coffee Street, Millersville, is concerned because the County did not do its job. Their web page specifically states the County engineering staff is responsible for the maintenance, repair, and restoration of the County bridge system. This includes annual inspection of the 62 County owned bridges. In compliance with the Federal Bridge Inspection program, in house staff will also perform all the routine maintenance and repair work for all bridges. They also complete total restoration of the County's covered wooden bridges. Mr. Singer stated money was spent on the roadways to that bridge and the infrastructure Mr. Haverstick referred to is your responsibility to that bridge. The County has a responsibility to the Supervisors who represent the residents. Mr. Singer stated they are a low-density area by design. They do not have the masses, Mr. Kreider, to say to you there are 2,700 of us that do not want to pay light bills. There are 150 of us who want use of that bridge. They wanted the County to maintain it and they thought the Supervisors were getting reports on the bridges in the area. Mr. Singer stated he moved to the area because it thought it was a community that cared about all residents. Mr. Singer stated Mr. Bauder and Mr. Kreider usurped the power of the Board. Mr. Singer advised he was at the County meeting as well as Mr. Smith, Mr. Herr, the Boys Club, and Harold. Mr. Singer stated it is a shame they have not stood up for them.

Anna Barley, 728 Walnut Hill Road, stated luckily she lives on a hill and luckily she is not stuck waiting for an ambulance or anything else if there should happen to be a flood. There is a family who lives in the area who are elderly and the gentleman has Alzheimer's. What would happen if there is high water at Creek Road and Indian Run and they should

have an emergency, he is stuck. That is neither fair to them as taxpayers nor fair to anybody else in that area. Ms. Barley asked if a letter was received from Bryan Cutler offering to help get grant money and asked if anybody checked into it. She was advised they received the letter. Mr. May stated he has called to discuss it but has not reach him yet. Ms. Barley stated that if they could be told what else they could do to raise the level of where they fall on the list of bridges that need fixed they would appreciate it.

Allan Herr stated Ms. Smith asked about improving Creek Road. Mr. Herr stated when they were at the County meeting one of things the County told them was for the Township to improve Creek Road. Mr. Herr guessed at an amount to improve the road and stated it would make sense for the Board to support a bridge, which will serve a lot more people instead of just Creek Road. Mr. Herr stated he thought as a Board they were in consensus with this. He was very upset and had numerous people asking him what the Board was doing. It does not make sense to have to improve Creek Road, which would not at all help the situation of the bridge. Just to widen Creek Road as suggested by the County, he guessed would be one-half million plus. Mr. May stated if that road were widened the priority for the bridge would go down further. Mr. Herr stated the bridge benefits more than Creek Road. It benefits people from Pittsburg Valley, Highville, Creswell, and he has heard from Conestoga Township they do not like the increase traffic traveling through Conestoga. The County stated they like the fact it takes traffic and spreads it out and right now they are throwing more traffic on Letort Road and the Main Street through Conestoga. Mr. Bauder stated it costs about \$100,000 to \$120,000 a mile to widen and pave a road and that road is .9 mile.

Mary Eshbach, 2966 Safe Harbor Road, stated regarding safety the road they must travel now because the bridge is closed is terrible. Ms. Eshbach stated the ones who do not use the bridge should look at the area they must travel now.

Tracy Long stated the section between Walnut Hill and Rock Hill is not meant for two cars. Ms. Long stated school buses travel those roads every day.

Bonnie Miller stated she is upset because she attends meetings monthly. She is upset because these people do not go to the Commissioner meeting or the workshop meetings and further upset because the Supervisors do not go there as a team. Ms. Miller stated they must go to the County and fight for these people and give the manager the responsibility to apply for grant money to help these people. Ms. Miller indicated if taxes need to be raised so be it; but then these same individuals should not come in and complain about the increase.

Mr. May stated they would discuss this among themselves individually and see if they can come to some sort of understanding. In the meantime, Mr. May stated maybe Mr. Kreider could satisfy himself as to where the 100-year flood plain is located. Mr. Smith stated he could address the issue of the flood plain. Mr. Smith advised bridges and other structures are permitted within the flood plain whether it is 50, 100 or 500 year flood plain as a special exception. Mr. Smith stated they should not lose site of the fact it is a County bridge. It would be under the County jurisdiction to make all the applications pertaining grants.

New Business

SALDO-Brekland Preliminary Subdivision Plan Briefing – Mr. Smith advised this was formally known as the Hampilos Property and is bound by Letort Road and Walnut Hill Road. It is a 14-acre property and there is a proposal to subdivide this property into 32 single-family residential lots. The developer would have to have a sewer pump station to accommodate this tract. The development currently proposes access from Walnut Hill Road. There are a number of issues that need to be dealt with one of the issues being who has

ownership and the right to develop the tract. A letter was received indicating ownership is being contested, but they must continue to process the plan. If there is approval of this plan, ownership would be one of the conditions. Mr. May stated when this was before the Planning Commission a year ago there was concern regarding the cul-de-sac and the depth of it and the fact there was no emergency access from Letort Road. Mr. Smith advised that could be an issue as the developer could be landlocked from actually being able to obtain access from Letort Road. Mr. Herr stated it is the developer's desire to add the two-acre tract. Mr. Smith stated stormwater would be an issue on this tract. Mr. Smith stated he and Mr. Caldwell have done a preliminary review and corresponded through Mr. Caldwell with the developer with some of the decisions they made relative to stormwater management. Mr. Kreider stated there was a discussion about the Pflumm property and getting a right-of-way and asked the status of that. Mr. Smith does not know if it was looked into but it has not been proposed. Mr. Herr asked if the developer has met with Homefield because the water flows in their direction and it was a major concern with Homefield. Mr. Smith stated he and Mr. Caldwell have met with representatives from Homefields. Mr. Smith stated they have determined there is not a natural watercourse, what is there is an erosion ditch. That information has been given to the developer and they must go back to the drawing board.

SALDO – Harnish Brother Lot Add-On Plan briefing – The Harnish brothers are proposing a lot add-on as depicted on the plan. They are requesting two waiver modifications Section 404.A1 and the second a waiver of Section 403.6E. Our consultant will have comments relative to those waivers. Mr. Smith indicated this tract is located across from Central Manor Elementary School.

SALDO – Richard Rohrer Final Subdivision Plan Time Extension – They are requesting a 60-day time extension that is at their discretion. Mr. Bauder made a motion to grant 60-day extension from November 11th. Mr. Herr seconded the motion and the motion carried unanimously.

SALDO – Nelson & Janet Habecker Lot Ad-On Action Item – Mr. Smith stated this is before the Supervisors for conditional plan approval and read the following conditions:
ZONING

1. In the site data, the listed minimum lot width needs to be revised to one hundred fifty (150) feet (§ 201.5).

SUBDIVISION AND LAND DEVELOPMENT

1. All adjoining landowners and plan book recording references (if any) need to be included on the plan. Specifically, Gregory K. and Kenneth P. Rohrer, parcel owners to the southeast need to be included on the plan (§ 403.2.J).
2. Although this plan reduces an existing non-conformity for Lot 1, the location of a suitable replacement sewage absorption area, replacement area easement and the percolation test holes and deep probe holes need to be included on the plan. In addition, the existing sewage system needs to be a minimum of ten (10) feet from the proposed property line (§ 403.4.R, 407.2.F).
3. All certificates need to be completed prior to recording the plan (§ 405.1).
4. One copy of the approved final plans needs to be submitted to the Township in an electronic GIS compatible format acceptable to the Township (§ 404.2.N).

Mr. Herr made a motion to grant conditional approval of the Nelson & Janet Habecker Lot Add-On Plan with the attached conditions. Mr. Breneman seconded the motion and the motion carried unanimously.

SALDO – Glenn Rohrer Lot Add-On Action Item – Mr. Smith recommended approval of the lot add-on plan with the following conditions.

ZONING

1. The maximum lot coverage needs to be included in the site data (§ 201.7).
2. A note needs to be added to the plan stating that on separate non-farm parcels, no shrub nor tree shall be planted within twenty (20) and thirty (30) respectively, of any land used for agricultural purposes (§ 201.11).

SUBDIVISION AND LAND DEVELOPMENT

1. Unless a modification is requested and granted, the plans need to be a maximum scale of fifty (50) feet equal to one (1) inch (§ 403.1.A).
2. The right-of-way widths, cartway widths, and “T” numbers of Old Blue Rock Road and Charlestown Road must be included on the plan (§ 403.3.B.1).
3. The use of the existing structure located on Lot No. 3 Block “B” needs to be indicated on the plan (§ 403.3.C.2).
4. Prime agricultural soils need to be identified (§ 403.3.C.4.i).
5. The applicant needs to include the proposed zoning conditions within the site data table on the cover sheet (§ 403.4.B). The required minimums and maximums from the Zoning Ordinance are listed. The proposed must be listed as well.
6. An ownership, use and maintenance easement agreement, in a recordable form acceptable to the Township, must be provided for the proposed access easement over Lot 2 (§ 403.4.F).
7. A deed plot of the parent tract as it existed on September 19, 1990, or the date of an amendment to the Manor Township Zoning Ordinance that classified the tract as part of the Agricultural Zoning District, with all parcels subdivided from the parent tract after September 19, 1990, or the date of an amendment to the Manor Township Zoning Ordinance that classified the tract as part of the Agricultural Zoning District, including the deed reference(s), recording date(s), and subdivision plan book reference number(s) of any lot subdivided after September 19, 1990, or the date of an amendment to the Manor Township Zoning Ordinance that classified the tract as part of the Agricultural Zoning District needs to be provided. In addition, the following note needs to be included on the plan: *“As provided for by Section 201.4 of the Manor Township Zoning Ordinance, the available quota of single family dwelling units was ____ units as of September 19, 1990 or the date of an amendment to the Manor Township Zoning Ordinance that classified the tract as part of the Agricultural Zoning District. This subdivision represents ____ of the remaining ____ allotted single family dwelling units. Lot No. ____ shall carry with it the right to erect the ____ remaining quota of single family dwelling units.”* (§ 403.4.P).
8. All certificates need to be completed prior to recording the plan. In addition, the Board of Supervisors certificate needs to be revised to the Manor Township standards as presented in the appendix (§ 403.5, 404.3, 403.5.E).
9. One copy of the approved final plans needs to be submitted to the Township in an electronic GIS compatible format that is acceptable to the Township (§ 404.2.N).
10. Evidence of an approved planning module, exemption request, or notice that a planning module is not required needs to be provided (§ 404.4.A). The applicant must verify that a septic system replacement area exists on Lot 3 (§407.2.F.2).
11. Once the legal right-of-way is added to the plan (see above comment), additional right-of-way may be required along Old Blue Rock Road and Charlestown Road (§ 502.5.G, 502.7.B). If so, the following note must be added to the plan: "This plan reserves additional right-of-way along all or portions of the existing road frontage of

the subject property. This additional right-of-way is hereby reserved for possible future use by PennDOT and/or Manor Township for future roadway and related improvements."

12. The watercourses need to be contained within drainage easements that are wide enough to contain the unimpeded flow from a one hundred (100) year design rainfall (§508.2.E). A naturally vegetated riparian buffer system that encompasses the one hundred (100) year floodplain or thirty-five feet from the top of the stream bank, which ever is greater, needs to be provided along the existing stream (§509.7.A).

Mr. Kreider made a motion for conditional approval of the Glenn Rohrer separation project #07-01104-004 subject to the conditions set forth in the September 28, 2007 memorandum to Barry Smith from James Caldwell. Mr. Herr seconded the motion and the motion carried unanimously.

Frank & Shana Hess & Barbara Kauffman Letter of Credit Reduction – Mr. Smith stated he reviewed the submission as presented and makes a recommendation based on an alteration because they did not ask for a valid reduction. Their reduction exceeds what the Improvement Guarantee Agreement permits. Mr. Smith stated the current letter of credit is \$99,200 and Mr. Smith recommends a reduction of \$84,320 leaving a balance of \$14,880. Mr. Bauder made a motion to reduce the letter of credit by the amount of \$84,320 with \$14,880 remaining. Mr. Breneman seconded the motion and the motion carried unanimously.

Act 14 Notification Parkfield Phase III - Mr. Smith advised this notice is making you aware of the developer's intent to secure an NPDES permit renewal for Phase III of Parkfield. Mr. Bauder questioned if this would fall under the jurisdiction of the Township Subdivision and Land Development Ordinance. Mr. Smith advised the Parkfield was submitted to the Township under the County's Subdivision and Land Development Ordinance. Mr. Smith stated they would be getting clarity from the Solicitor whether the Township or the County will review Phase III. There are several projects that have come in under the County Ordinance and remain unfinished.

Bonnie Miller asked if one of the projects is Stonemill Estates. Mr. Smith stated the developer has preliminary approval and being judged by the County. Ms. Miller asked where Wheatfield Development falls. Ms. Miller was informed there has been no submittal.

Offer of Employment for Police Officer – Chief Graeff introduced Justin Kinard indicating Mr. Kinard has scored number one throughout the testing process. Chief Graeff advised a conditional offer of employment was given approximately four weeks ago so he could proceed through the process, which he has done with flying colors. Chief Graeff asked that Mr. Kinard be hired for the position of police officer. Mr. May congratulated Mr. Kinard for his test scores. Chief Graeff asked for the hire date to be October 8th instead of the 15th. Mr. May made a motion the Board approves the hiring of Justin Kinard with an effective employment date of October 8, 2007. Mr. Breneman seconded the motion and the motion carried unanimously.

Request to Hire Additional Police Officer – Mr. May stated Chief Graeff had provided statistics and asked if all the Supervisors had read the memo. Mr. Bauder questioned the sentence stating Manor Township could be staffed with 26 officers. Chief Graeff stated that is an estimate based on the population. Mr. Bauder asked what is being asked for tonight. Chief Graeff stated he is asking to hire one additional officer that brings the officers to 21. Chief Graeff advised there is money to support hiring another officer in the fact that the Chief's salary was not spent for the first quarter. There will not be a deficit for hiring a police officer. Mr. Bauder pointed out that is just for one year. Mr. Breneman asked if going through the process of hiring Mr. Kinard is there someone else in that pool

Chief Graeff sees as a viable officer or will the process need to be gone through again. Chief Graeff advised he has four good candidates. Mr. May made a motion to approve the hiring of the additional 21st officer based on the points noted for hiring. Mr. Breneman seconded the motion. Mr. Bauder stated he would like to hear Mr. Strohecker's comments as to what it will cost the Township. Mr. Bauder stated the funding has to be balanced. Mr. Bauder talked about contacting townships that do not have a police force who use the State Police and they are content with that. Mr. Herr feels as a budgeting process they need to look at where the funding will come from. Mr. Herr feels they may need to look at whether this can be done at this time. He understands there are viable candidates, but the whole thing needs to be looked at budget wise. Mr. May stated he is willing to table the motion until after the budget sessions or withdraw it for resubmission. Mr. Breneman stated he is in agreement with Mr. Herr and Mr. Bauder. Mr. May stated he withdrew his motion. Mr. Herr stated the need is there but he is comfortable to wait until they go through the budget process. Mr. May stated he would like to see the police force reach a 21-man level. Mr. Kreider indicated arbitrations are coming up and he would like to see the results of the arbitration. Mr. Kreider stated they need to think in the long range and how much more will the police receive and how will that figure into the finances for the next few years. Mr. Smith stated Chief Graeff will be making his presentation for the coming year and a glimpse at his long range plans at a scheduled work session on Wednesday. Chief Graeff stated he is only looking at a conditional offer of employment at this time. Chief Graeff stated he does not want to lose people. The condition offer does not mean someone must be hired. A conditional offer can be made so they can continue with the testing process, which they need the conditional offer to do the physiological, medical, and the polygraph. Mr. Herr asked the time frame they can carry out a conditional offer. Mr. Breneman stated he would hate to offer conditional employment and then take it away. Mr. Bauder asked Chief Graeff what his timetable was for the four individuals that qualified. Chief Graeff advised the applicants have tested in other places and it is a competitive market for candidates.

Ted Gingrich, 110 Bent Tree Drive, asked what it costs to go through the testing process for a police officer. Chief Graeff stated so far there is about \$1,300 - \$1,400 in the process not counting the time involved.

Chief Graeff advised this discussion goes into the next agenda item with regard to the joint hiring process that is proposed. Lancaster County Chiefs of Police are considering a joint hiring process where 10 – 15 departments join and will do a physical fitness test and also a written test and give the list from there to participating agencies only. There would be a \$500 buy in for the first year. This testing will not occur until next spring or summer. Mr. Herr questioned if there can be further discussion at the work session regarding conditional hire. Mr. Smith advised it can be discussed but no action can be taken. Mr. Bauder advised the additional hiring must be defined as to what it will cost in taxes and right now there is no way to define it. Chief advised one lawsuit would wipe away any benefit you may get.

Bonnie Miller stated the Township is obligated to provide safety and well being. She stated she lives in an area where there is a lot of police activity and she believes the Chief should be supported. Ms. Miller pointed out there will be tax income from all the new development next year and she is quite sure there is enough money to support at least one more good police officer. Mr. Herr stated Mr. Strohecker is having a hard time with all the other increases and it is phenomenal how just the normal things are going up. Mr. Bauder stated there are a lot of retirees in the township who do not pay wage tax and that is the biggest revenue not real estate. Mr. May stated developments do not increase the coffers of the Township because you have school taxes, increase infrastructure, and expense related to it. Commercial properties provide revenue but not residential developments. Ms. Miller

questioned the 1% tariff tax on retirees. Mr. Bauder stated that is a wage tax and it is only on earned income.

Memorandum of Understanding for the Joint Hiring Process – Mr. May feels this is a good thing and would like permission to sign. Mr. Bauder made a motion to enter into the cooperative agreement. Mr. Kreider seconded the motion and the motion carried unanimously. Mr. Bauder asked if this process provides candidates. Chief Graeff advised several other counties have the process and it is run one time a year. Mr. Bauder had questions on how the process works.

Enola Low Grade Proposed Rail Trail – Mr. May stated months ago he along with Mr. Smith, Gib Armstrong, Mitch Hanna and Scott Haverstick went to Norfolk Southern in Philadelphia to discuss the rail trail especially Manor Township section. There has been no activity and Mr. May wants to move this forward by getting in touch with Norfolk Southern and see what legal descriptions they have or do not have, find out what type of appraiser does the right-of-ways or railroad tracks, discuss that with an appraiser, and find out what costs involved. Norfolk Southern needs that information for purposes of consummating any transactions and nothing has happened. Mr. Kreider agrees to moving this forward. Mr. May feels strongly if the Manor Township section is built the other municipalities will build also. Mr. Smith advised he would make those contacts. Mr. May stated this is one of the big reasons he stayed on as Supervisors. Mr. Bauder questioned if this should be turned over to Parks and Recreational. Mr. Smith stated contact should come from himself.

Emergency Services Task Force Selection of Representatives - The fire companies, Millersville Borough and Manor Township have agreed to come together to form this task force. Mr. May stated it is his recommendation since he and Jay Breneman have been meeting with the fire chiefs on a quarterly basis that Mr. Breneman be the Township's elected representative. Mr. May made a motion to appoint Jay Breneman to serve on the task force. Mr. Herr seconded the motion and the motion carried with Mr. Breneman abstaining. Mr. May stated regarding the citizen's representative he and Mr. Smith received a resume from Gregory Noll who is quite accomplished in the area of fire and emergency services. Mr. May stated it would be their thoughts for Mr. Noll to be the 7th at large individual and not the Township citizen's representative. Mr. Eckman stated the resume was distributed and the cover letter was read. He is very well qualified and there is some support among the fire companies to support him at large. There was another application forwarded to the fire companies who was a Manor Township resident. Ms. Matterness stated she believed the letter referred to was from her. Mr. Breneman stated Russell Guthrie was through this process before and stated he would be willing to be a representative.

Bonnie Miller feels a fresh addition may be needed as a person at large. Ms. Miller supported Ms. Matterness because of her experience; she attends County and Township meetings and is currently involved with several processes within the County.

Mr. May stated a elected representative will be appointed, probably Mr. Breneman, a citizen's representative from Manor Township will be appointed and then the at large will have to be appointed by all six entities. For purposes of discussion, what they are looking for is their citizen's representative. Mr. May stated they have two people to consider. Mr. Breneman asked Ms. Matterness for clarification as to what position she is interested in. Mr. Breneman stated the citizen's representative needed to be voted on tonight and the at large one would be done at a later time possibly at a meeting on October 24th. Mr. Eckman stated the fire companies have completed selection of all their representatives except for Highville who will have theirs within a week or so. They were hoping to have a joint meeting on October 24 so that the task force could have a meeting to be advised of their responsibilities and elect their task force officers. They are hoping that meeting can take place in November

and productive meetings start in January. Ms. Matterness had submitted her resume to West Lancaster Fire Company who chose another applicant and are submitting her resume for the at large representative. Mr. Breneman made a motion to appoint Russell Gutherie as the Manor Township representative. Mr. May seconded the motion. Mr. Kreider had reservations regarding appointing someone without a resume. Mr. May stated he does not know the individual but Mr. Gutherie has been through a successful consolidation process and he obviously worked through with a group, lives in our Township and is willing to do it again. Mr. May stated all those things are in his favor to add Mr. Gutherie as the citizen's representative from Manor Township to the task force and called for the vote. Motion carried.

Transfer to General Fund from Sewer Fund and Capital Fund – Mr. Bauder made a motion to transfer \$50,000 from Sewer Fund to General Fund and \$150,000 from Capital Fund to General Fund. Mr. Breneman seconded the motion and the motion carried unanimously.

Request for Reduction of Credit in Crossgates Phase IV – Crossgates Phase IV Letter of Credit from Fulton Bank #D01620. Mr. Smith advised the developer has met their obligation and their 18 month period has arrived and Mr. Smith recommends they release that letter of credit. Mr. Breneman made a motion to release the letter of credit from Fulton Bank for Crossgates Phase IV #D01620. Mr. Kreider seconded the motion and the motion carried unanimously. Mr. Smith advised the letter of credit was in the amount of \$89,962.23.

Correspondence

PA Community Forestry Conference – Mr. Smith is asking the Board to authorize Mike Dickert to attend he conference. Mr. May made a motion to allow Mike Dickert to attend the PA Community Forestry Conference. Mr. Breneman seconded the motion and the motion carried unanimously.

Traffic Commission

Chief Graeff reported their meeting was held on September 26th with all members present. Mr. Harris advised “No Parking” and “No Outlet” signs were installed in Eagle Heights and a “Handicap Parking” sign at 30 Girard Avenue.

A traffic study was done by Off. Gardner regarding speed zone, stop signs and no parking in the development of Parkfield. Off. Gardner reported Phase I is a 25 mph speed zone and Phase II and III are continuation of the existing roadways. Off. Gardner recommended the 25mph speed zones be extended into Phase II and III. The following recommendations were made to install stop signs based on the roadway designs: On Shade Tree Drive @ Greenhedge Drive; On Shade Tree Drive @ Farmstead Drive; On Shade Tree Drive @ Fieldgate Drive; On Amsterdam Road @ Greenhedge Drive; On Fieldgate Drive @ Greenhedge Drive; On Greenhedge Drive @ Donerville Road; 4 Way Stop – Farmstead Drive (north end) @ Greenhedge Drive; 3 Way Stop – Farmstead Drive (south end) @ Greenhedge Drive; 3 Way Stop – Fieldgate Drive @ Greenhedge Drive. A recommendation the following roadways be posted with “No Parking” zones limiting parking to one side of the roadway: Greenhedge Drive, Shade Tree Drive, Farmstead Drive, and Amsterdam Road. Chief Graeff advised the Traffic Commission accepted Off. Gardner's report and recommend to the Board signs be approved as submitted. Mr. Herr made a motion to approve the erection of the listed signs. Mr. Kreider seconded the motion and the motion carried unanimously.

Mr. Murry from Redwood Drive expressed concern regarding speeding vehicles. The traffic counter will be placed on Redwood Drive.

A letter regarding increased traffic and speeding in Timson Hills was received from Andrea Carty. She requested speed bumps, to replace the dead end that was taken out and place stop signs the intersection of Hampden Drive and Yorkshire Way. The Commission agreed with placement of stop signs on both ends of Yorkshire Way. Ms. Carty was advised there would be no speed bumps or reinstalling of the dead end street. Mr. Breneman made a motion to place stop signs on both ends of Yorkshire Way. Mr. Bauder seconded the motion and the motion carried unanimously.

A letter was received regarding posting of speed limit signs on Forrey Road between Rohrer Road and Habecker Church Road. There is no speed limit posted, therefore, it is 55 mph. A house is being built and due to the location of the driveway and the speed limit permission will not be given to install the driveway unless there is a lower speed. A motion was made to post a 35 mph speed limit on both sections of Forrey Road. There was a traffic study completed by Strausser Surveying. Mr. Breneman made a motion to post both sections of Forrey Road with 35 mph speed limit. Mr. Herr seconded the motion and the motion carried unanimously.

There is no speed limit sign on Sun Lane between Walnut Hill and Letort Road and a study will be done regarding the speed limit.

An e-mail was forwarded to the Commission regarding Hershey Mill Road and cars and motorcycles speeding and drunk drivers. Chief Graeff responded to that e-mail and will try to increase police coverage in the area.

Police Report

Chief Graeff pointed out there were 26 accidents for the month, 255 for the year; traffic arrests for the month 162 total for the year 1,157; criminal arrests 28 for the month and 273 for the year. Corporal Strock's Community Policing report is attached and is very busy with the community events. The Citizen's Police Academy is beginning on Thursday night at 7:00 and Cpl. Strock also just did the 55 Alive Driving Course this past week. There was an attendance of 20 people. Mr. Breneman stated two of the events he attended Cpl. Strock fingerprinted children and it was very well received. The community really enjoys seeing a police officer and being able to interact the officer. Mr. Breneman asked that his thanks as well as the Board's be passed along. Chief Graeff pointed out the chart that was attached to the report.

Road Foreman's Report

Mr. Harris gave his report noting several projects in the plans for the year were completed, worked on the agility program with PennDot, installed the boat dock launch and paved it with the assistance of West Hempfield. Mr. Harris referred to the Township News magazine indicating there was information given regarding signs and Federal Regulations that impact the Township. Mr. Harris stated for the last year he has been identifying certain roads and converting those sign from engineer grade to the high intensity which is better for retro reflectivity. The Federal Government said all signs must be converted by 2012. Mr. Bauder stated this issue was addressed at PSATS and stated it applies to Stop Signs. Mr. Harris stated in the last year they have been in the process of upgrading their sign room and equipment to make signs. They now take the speed limit sign and bring it back to the sign shop, recycle the aluminum blank and pay a smaller fee just for the face and reapply that. Mr. Herr stated there is a piece in the sign department that eventually they will not be able to material for and Mr. Harris stated that is correct. They can no longer use the machine that was bought in 1960 due to the unavailability of material for the machine. Mr. Kreider expressed thanks for the installation of the boat dock.

Parks and Ground Maintenance

Mr. Dickert noted they have been busy in the month of September. He pointed out the control of purple loosestrife at Woods Edge Park. Mr. Dickert stated on Friday he met with a gentleman from the Department of Agriculture and they walked around and saw the loosestrife is controlled. The control measures taken to the north in the pond area was also effective. This is something that will have to be followed up with on an annual basis.

Assistant Manager's Report

There was no report available.

Manager's Report

Mr. Smith noted he has been meeting with Mike Kyle, Executive Director of LASA, regarding Letort and Perth Hill sewer extensions. They are beginning to prepare another communication to the residents to give them an update as a result of what has occurred since the last meeting. There are not a lot of new things but they want to keep them informed. LASA is looking at several alternatives on how to construct this as cost effective as they can. They will have a public meeting in the near future but it is their goal to send a letter out to update the residents in the month of October.

Mr. Smith stated the Washington Boro Heritage Group applied for and got a historic marker to be located in the park on Rt. 441. There will be a dedication on October 20th at noon of the marker. It will be a part of the Heritage Days event and as elected officials they are invited to participate in that.

Building Permit Report

Mr. Kreider reported in the month of September 2007 there were 46 permits issued compared to 33 last year; permits issued year to date 336 compares to 306 in 2006; the dollar value for the permits issued in September is \$3,606,987 and the dollar value of permits issued year to date \$26,719,439 that compares to \$21,575,717 in the year 2006.

Mr. Breneman made a motion to adjourn the meeting. Mr. May seconded the motion and the motion carried unanimously. Meeting was adjourned at 9:55 p.m.

Respectfully submitted,

Barry L. Smith
Secretary-Treasurer

Recording Secretary
Evelyn Rineer

Budget Work Session

Wednesday, October 17, 2007

Time: 8:30 A.M.

Supervisors and required staff were present.

Mike Dickert proceeded with his presentation regarding budget information under the General Fund. Mr. Dickert stated there are areas that need to be completed with plantings of shrubs. There is an increase in cost for fertilizers and pesticides due to the fact this year there was left over from the previous years that have been used. Mr. Dickert added a category for vandalism repairs. There was a fountain smashed this year that was expensive enough that he was unable to include that to repair this year or replace so it needed to be placed in next year's budget. By starting a new category "Vandalism Repairs" that amount was taken out of the "Maintenance & Repair of Buildings". Mr. May asked what contracted services were. Mr. Dickert advised that has to do with hiring someone to prune trees and he is looking at for next year in the Springdale natural area. LASA has a sewer line that goes down through that is very level ten foot wide right-of-way through the woods and there are numerous saplings, etc. growing up. There is a company that has land clearing services available and LASA has indicated they would be willing to split the cost to go down through there and open it up. That would give a clear walkway from Springdale area through the back of Manor Oaks that is within the projected greenway. Mr. Smith stated there are categories for contracted services in the other departments as well. Mr. Smith stated we do trim trees but there are some special needs where we need to have funds available to take care of those matters when it is beyond the scope of what we have equipment or trained people for. Mr. Bauder questioned the category of conferences and the need to attend that many conferences. Mr. Dickert stated that also covers four certified applicators. Mr. Dickert advised some of the courses are locally and some are not depending on the specialized nature of them. Mr. Herr advised Mr. Dickert's license would require a lot more than Mr. Bauder's as a private applicator because Mr. Dickert's license would require more. Mr. Smith stated one of the reasons that has been increased is Mr. Dickert has an opportunity to go to a national conference. Mr. Smith pointed out looking at the "07" budget and then year to date everything was not spent. Mr. Dickert pointed out recertification for playground inspector comes up next year also and that occurs every three years. Mr. Kreider questioned what is included under the electric category and asked if it included the restrooms in the parks. Mr. Dickert stated it includes the dusk to dawn lighting. Mr. Dickert stated Greider Park is the only park with streetlights.

Capital Fund – Mr. Dickert stated he tried to list items in the categories in the order he would see as priorities. Playground equipment – They are unable to keep the dog dirt disposal bag dispensers stocked. It is not a matter of kids littering with them they are being used. A number of swing mats and anchor kits were done this year and they helped a lot with keeping the mulch from being kicked out when swinging. Picnic tables are purchased from the State Penitentiary as kits to replace a few that from sitting out rot and damage due to vandalism. Information kiosk is something they wanted to put at Herr Park. It is on the master plan for the park and with the educational nature of that park it is believed it would be a good idea to have something there to explain the different features of the park. Mr. Dickert has been hoping for someone who needed an Eagle

Scout project or something like that could take ownership on that. Now that he knows Penn Manor has a requirement for seniors to do a project of some sort that also adds to that. He hopes whoever would take ownership and do it has a project with the Township oversight would also do some fundraising to raise the funds to do it. Minor equipment purchase – the tractor proposed is a replacement of the tractor used for the large area mower is a piece of equipment that gets used very hard. Over the last year or two there has been an increase in the repairs needed on the tractor as it is reaching the end of its usable cycle. According to the replacement schedule this is the year for this tractor. Mr. May asked the life expectancy on this tractor and Mr. Dickert states normally a tractor lasts a long time but this tractor runs at full throttle all the time. It is either in transport or in full throttle. The hours on the tractor have not been updated for this season's use. The amount listed is without trade-in or without selling the old tractor and is based on state contract. Aluminum trailer used to haul the mowers around has been used hard for 14 years. Last year the tongue broke on it, replaced an axle last year and this year, put a new deck on it and that decking is now pulling up and ready to be replaced again, and the tailgate has broken several times on it in the last two or three years. Since pricing a trailer similar to the present one there is a new model that has come out that is \$3,000 less than the model they were looking at. Mr. Dickert would like to replace the walk behind mower that is five years old. Maintenance repairability has two items. Next to the soccer field at Greider Park there is a swale with an open pipe at the end of the swale. It is dangerous for kids who run off the soccer field after a ball that is a 15-18" drop. Mr. Dickert proposes to put in a catch basin and fill the swale in so is not so much of a drop. At the basketball court at Washington Boro they repaved it about three years ago and propose they put a seal coat on it that has color to it. It is not just used for basketball but for instance with the tomato festival they pull a trailer in there and in the process tear up the blacktop. Mr. Smith stated this has nothing in common with the oil and chip process or resurfacing process. The issue with sealing once you start sealing you are sealing and it will be on a reoccurring basis or you will have a lot of problems. Mr. Kreider stated he agrees with Mr. Smith.

Mark Harris stated he would be cover the three categories general, highway aid and capital fund. Mr. Harris stated they are trying to keep things as close as they can to last years totals, however there is some need to adjust from their perspective. The first category is material supply with an increase. There is a calcium chloride tank on the facility that is used as an additive for salting roads. It is a 5,000 tank and this year they will empty that tank and it will need to be replenished. In the past they have paid it out of the material supply category. There is an increase in crack sealing. As they get into the older developments such as Manor Ridge, Colonial Manor, Fairway Park, etc. there are a lot of roads that were crack sealed in the late 90's and they are now at the end of the anticipated cycle of the sealing and need to go back into those developments and keep sealing trying to lengthen the life of the pavement surface. There is an increase in tires and tubes as they anticipate the upcoming year they know they need to replace tires on the backhoe, ten-wheeler dump truck, and a number of trucks they anticipate needing to replace tires on. Equipment and vehicle repairs you will see on your monthly statement tires, the repair of equipment and vehicles they are at the 100% and are exceeding that. They have had a number of breakdowns this year that had to be addressed. They are no longer a part of the buy back program and the equipment is no longer cycled every three

years and as they own the equipment longer there is more issues that need to be dealt with. They had a cylinder in one of the dump trucks that is pitted and there is a pool of hydraulic oil underneath the truck every day. There will be a \$1400 repair where the cylinder has to come off, must be spray welded and reground. The goal was to do it this year but obviously the funds do not allow it so that is planned for next year. Another item is the maintenance repair of building that is a newer category. Their maintenance building is now 20 years old and as the building ages there is need for repair. The meeting room doors are actually rusted out and one of the items that need to be taken care of. There is ongoing maintenance in the building. Proposing to get an automatic garage door opener for the back garage door. Mr. Harris pointed out they would be more efficient in heating and safer for the employees climbing in and out of the snow covered trucks. Mr. May questioned the category "General Expense". Mr. Harris advised that pays their motor oil, antifreeze, hydraulic oil, batteries, etc. Mr. Kreider asked if the heating and electric of the building is in one of these categories. Mr. Harris informed him that is in the administrative portion of the budget that is not handled by him. Mr. Kreider asked if the meter at the maintenance building is set up to be added to the administrative building as an add on or a separate bill. Mr. Strohecker advised the electric is a separate bill. Mr. Bauder questioned the salary category line and Mr. Smith stated it has not been established to date. Traffic Control – Mr. Harris stated the bottom line stays the same but some things have been shifted. There is less in the material and supplies and there is an increase in sign materials. It was brought up on a Supervisors meeting about a sign machine and the need for a replacement. In doing that, they would have no inventory of materials so they would need to spend more to get an inventory to make the signs. There is a slight increase in maintenance repair, roads and bridges. They anticipate an increase in the cost of blacktop. Mr. Herr had questions on the sign machine and asked if this helps update the machine or is this new materials. Mr. Harris stated this is new materials in anticipation the Supervisors would allow them to get a new sign machine. Mr. Harris advised he has the roads listed for seal coating and for his purposes he puts the year the road was previous sealed. The industry states chipping should get 5-7 years and it appears they are hitting those targets. Last year they put a coarser mix on Chestnut Grove Road so they did need to spend a lot more money on putting a top on it, therefore, he is proposing they seal that road. Last year on Stehman Church Road they widened a portion and the profile of the road is very good so he is proposing to oil and chip the widening portion. If they continue with the widening of the road then it would be paved all at one time. The contracted service is line painting and that stays the same. Winter maintenance is salt and this year there has been a spike in the cost of salt and it will be \$52.00 a ton with an increase of \$6.00 a ton. Widening – As Mr. Harris has been surveying the roads and prioritizing the needs for widening he is submitting to widen Miller Road and Seitz Road. Mr. Herr asked the traffic count for Miller Road and Mr. Harris stated about 100 a day. Mr. Harris explained that he considers a road for widening after examining the width of the road, condition of the road, the vehicle use and the school bus use. Mr. Bauder asked how much is received in the Highway Funds per year. Mr. Strohecker stated about \$35,000 shy of what Mr. Harris is proposing. Mr. Bauder asked if there is any reason there is a \$500,000 balance in the fund and why couldn't the dump truck be bought through that fund. Is there an anticipated need for that balance? Mr. Smith stated when they get to the culverts, the

Charlestown culvert being one, in the past there has been times they have split the costs some from Highway and Capital. The dump truck could be bought out of that fund. Mr. Bauder did not recall how much was in Capital Reserve for culverts. Mr. Strohecker stated this year was budgeted \$100,000 for engineering. Mr. Harris referred to Page 2 regarding Breneman Road where base repair was done this year, however, there is a portion just east of Creswell Lane a length of 1,000 ft. where there is a severe base problem. There are springs that come out through the road every year. He is proposing to reclaim that is similar to what was done on S. Centerville Road a few years ago where they mill the road and incorporate 2A with that making it a base and propose to put a total of 4" of asphalt on that. Highway Aid resurfacing that is where the paving is done. Looking back to the 5, 10 and 20 year plan that staff did a number of years ago and to look how they are coming in target with some of those projections. Many streets listed are primarily in the older developments and they have in the past chipping away at some of these developments and getting some more structural strength in them by doing overlaying. There is a god bit of it this year is because last year their widening was less than what it had typically been. They would cover Old Blue Rock Road and Locust Grove Road that were widened in 2007 and then they would use some of those funds to work in some of the older developments. Many of the developments were paved prior to the 1980's. Mr. Kreider asked if it is the entire Old Blue Rock Road or just some areas. Mark Harris stated it is the portion widened from Rt. 999 to Ironstone Ridge Rd. Several roads are listed 2 times and that is different segments of the road. Mr. Herr stated under oil and chipping Stehman Church Road is listed two different times. Mr. Harris explained why it is listed several times. Mr. Breneman asked the blacktop price for last years. Mr. Harris said it was \$52.79 per unit. As an estimate, Highway Materials stated between \$60 and \$65.

Capital Fund – Traffic signals repairs \$22,012. Every year the traffic signals are inspected and repaired as needed. Based on the study there are several traffic lights that are not compliant with PennDot permit. To bring the lights up to the permit standard they need some repairs. Mr. Harris went over some of the repairs needed on the different traffic signals. Mr. Smith stated some of the issues have been ongoing. Some issues the position has been taken of a wait and see and try to determine what is an absolute need to make some of these repairs. The South Centerville though not functioning the way it should be has been delayed a number of years because of Wal-Mart and other projects that may have an affect on some of these signals. Came to the conclusion they need to be done because they are getting to the point where they going to problematic for traffic or safety issue. There is a remote possibility if Wal-Mart is approved next year he may suggest they do no repairs at that time, however, if they are not approved he is suggesting the repairs are made then the risk is two years later it is approved the signal post put in will be removed. The failure to do something now puts the Township at a great risk. Mr. Bauder asked what the risk is and Mr. Smith stated it is going to fall down. What is being proposed is to replace it in place. Mr. Gingrich stated he was at the East Hempfield meeting when Sheets was approved and they gave the Township \$90,000 to help improve that intersection. When Western Corners was developed they ripped the loop out and it was never replaced and that is the problem there. Mr. Smith stated among staff they would debate whether to go underground with a loop again or go overhead with video detection to control that intersection. Something

like that East Hempfield will share the cost. They are looking at the controller upgrade this year that will get them the preemption. If they want to accelerate that they add preemption to that then they will add that cost. Mr. Herr asked what that cost would be and Mr. Smith advised another \$2,000 - \$5,000. Mr. Gingrich stated Millersville Boro got a Federal Highway Grant and did all the lights in Millersville Boro and he wondered if East Hempfield and Manor Township has looked into a Federal grant to do the lights. Mr. Smith stated they would look at that. Traffic Signal LED installation – New category showing what it would cost per intersection to convert the lights to LED. The vendor who gave the price had stated these prices do not include the amber light. He indicated if you convert the amber light to LED it would lengthen the pay back time. The amber light is lit so short of a cycle. He advises not to do the amber at this time because of the cost of that, however, where there is directional left turn arrows that are amber you do need to do it in LED. If not and that bulb goes out it effects the entire signal. If the Township would decide to do all the lights, this vendor would reduce the cost by 10%. Mr. Smith stated this is something they suggest is done and at the same time. In time it will get them to a point where they will realize the savings. Mr. May questioned the number of signals to be done. Mr. Smith stated he could not at this time give the number of signal heads. Mr. Harris advised some of the lights are already LED. Mr. Kreider would like more information on the amber light because of the fact bulbs burn out and there would be more maintenance involved if must do the amber lights. Sign Machine – Would be a new machine for the public works department. Currently they are going to outside vendors to provide some of the specialized signs such as street signs. Bowling Green curb replacement – Looked at the development several years ago on the road tour and they are seeing the vertical curb in segments is beginning to deteriorate more than when they were out a few years ago. The \$21,000 would be to pay a contractor to remove the curb and replace. Mr. Harris would like their public works department to do the backfilling of the topsoil, seeding and the restoration of the street. Culvert Replacement Charlestown Road - This culvert is located between Second Street in Washington Boro and Prospect Road. It is a corrugated metal pipe that has continued to rust through. They repeatedly restored the road surface because of the settlement occurring. This culvert would be the opportunity for the Township to be the general contractor of the project. The price includes quotes for a tract hoe, remove the existing pipe include they purchase the pipe themselves, sub the guide rail out, they do the backfill, the riprap installation, and the paving. Mr. Harris is trying to create an environment where they are less dependent on others to do work they can do themselves. Mr. Harris would like the opportunity for his crew to take on this endeavor and he believes they can do it in a week's time. Mr. Harris stated he is not anticipating replacing the pipe with anything larger or smaller. They would not have to have any studies done for the DEP permit if they replace it with the same size pipe. Mr. Kreider stated he and Mr. Bauder looked at the bridge replaced on Owl Bridge Road by the County and there were some problems. Mr. Kreider feels the road crew will do the job right the first time. Dump Truck – They are do to replace a dump truck. Proposing to replace the smallest dump truck in the fleet which is a 6 ton dump truck and propose to go to a 9 ton dump truck. The reasoning for going to a larger truck they are not able to complete the entire route during plowing without having to come back and top off. With a larger load of salt and antiskid they would be more efficient in not having to return to refill. Because of its

limited size the dump truck sits a large portion of the year. There has been a history of problems with the truck. They have had to put two rear ends in the dump truck. It is a limited slip rear end axle and when they leave to salt roads they put as much salt on the truck as possible. They have had problems with overloading and with the rear end that is in it has caused them to have to tow it back to the shop during a snowstorm. They put the rear end in themselves. They would need to get a plow and salt spreader with a new truck. They have gone with the stainless steel dump body also. They are projecting the life of their trucks longer due to going with the stainless steel bodies. Mr. Breneman asked if the price has the plow and spreader included. Mr. Harris stated it does but does not show a trade-in or sale of the truck. Mr. Herr asked what the truck would be worth selling it and Mr. Harris stated he would hope to get between \$8,000 and \$10,000. Mr. Kreider asked if he has ever advertised in PSATS and Mr. Harris stated he has not. Mr. Smith stated it is a useful option. A number of times there have been a time frame of getting things into PSATS. When they know well in advance they want to sell something, it is a good option. Mr. Herr stated they put a piece in through work and it is expensive and they did not get one call. Most readers of that magazine are township municipal people who are looking to buy new. Mr. Kreider indicated putting it on the web site not in the magazine. Mr. Smith stated they have an obligation to put some formal advertisement together and in addition to that they can on chat groups or group users make people aware it is for sale. They have the option to sell directly to another municipality. Mr. Harris stated he found the Lancaster Farming is very effective. Leaf Collector – A development has come along that is an advantage they now make leaf collectors that have hydraulic booms. East Hempfield has several that Mr. Harris has looked at. East Hempfield has purchased their leaf collectors on a 902 Recycling Grant that is administered by DEP and DEP has a window of opportunity in November to apply for grants. These are a reimbursement grant where you can get up to 90% return. Mr. Harris would like to explore that option. Mr. Harris stated it is a competitive grant, however, Manor is looked on favorably due to the compost facility they operate and receiving leaves from other municipalities. Mr. Herr stated he feels they should let Mark go ahead with the grant application. Mr. Herr stated with his experience in selling leaf equipment he never had anyone who did not get the grant. It is competitive and sometimes you must go for it a second time but if you are in first you stand a very good chance of getting the grant. Culvert Engineering is for the culvert just below this building and the land acquisition is for the property we have been earmarking for the last couple of years. Mr. Bauder asked what the engineering cost was based on. Mr. Smith stated that was a number engineer said put in there but it will not be that much. Mike Schober or Frank Huttel gave the figure. Mr. Smith stated they are still looking at a number of options with one being contractor design. This number is not what it will be but something had to be put in. Mr. Bauder stated he feels there needs to be a reasonable estimate. Mr. Bauder talked to other Townships and engineers and he gave an example of another bridge that was put in and what the engineering costs were for that bridge. Mr. Herr stated he gave Barry Smith's name to J. D. Eckman from Atglen who does a lot of bridges.

Mr. Strohecker advised he had four things to go over. They are about one week away from the budget presentation so they started to put together the numbers for the budget. One of the changes he was looking at making to the income statement was a

suggestion that Mr. Bauder brought up several years ago as far as breaking out overtime on the income statement, social security and Medicare taxes, and even took a look at taking the insurance categories and breaking them out by department so they can look at each department to see the total cost to the Township. As he started putting all this together he realized he is not sure that is the best way to do it. When comparing us to other townships they are constructing their budgets closely to the way we currently have the income statement. He felt the best thing to do is keep the continuity with the income statement we had but instead provide more regular supplemental reports that would show that information. What you are looking at is three year look at the overtime by department. This is not a report that has been given on a regular basis maybe on an annual type basis but every payroll they do take a look at the overtime and he would like to start providing an overtime report specifically the year we are in and it would look similar to what you have. They can take a look at semi-annual reports that do break up the insurances by departments so he can show by percentage the cost of each department and that would include overtime, all the benefits, etc. He has changed his opinion on this a little and he thinks he would like to go to more supplemental reports and keep the income statement closer to what it is. Mr. Bauder stated the major difference he sees between us and other municipalities is that we include the Medicare and social security tax in the income. When the public sees those numbers they do not realize that those are not income expenses. It inflates the numbers for the general public. Mr. Strohecker stated the key is to make sure the Supervisors understand what they are doing and why they are doing it.

Report with the projected balances at the end of the year – Given so the Supervisors have it to know what the balances are looking like. They are still pretty far out from the end but he did put some projections in for “07”. There is nothing for what they are projecting for “08”. That will come after the budget presentation. He thinks a good projection number for the General Fund to have sitting in unrestricted balances somewhere between one and one and one-half million dollars for the Township. They are about one year away from getting to that point. If we finish up the way he projects we might have 1.3 million in there that is a good round number to have. The General Fund has been changing for the positive over the past couple of years. The Capital Fund is a little deceiving in the balance because although there is two million dollars sitting in there a lot of that is already tied up. Mr. Strohecker stated in the projected income for 2007 for the Capital Fund he projected they are going to spend that money before the end of the year. Mr. Smith stated it is possible they will be able to obtain the K.L. property. If they do not include it and they cannot get those documents signed then they have a problem for “08”. Closer to the end of the year if the budget has not been advertised they can make the alteration. Mr. Strohecker stated he wanted to the issue of streetlights. He needs direction in preparing to put the budget together. At this point in time you wanted them to put it back into the General Fund and although they have only gone through the first round of putting the budget together they are landing in the General Fund somewhere around \$150,000 deficit for the 2008 budget. Mr. Bauder asked if that included the pass of \$250,000 capital over and Mr. Strohecker stated yes but it is \$150,000. There are two questions that need answered. 1) Do we want to open the discussion of streetlights? Do you want to leave it as it is or do you want to talk about it more? 2) If the streetlights remain in the budget, it is approximately a \$125,000 hit the

general fund for next year, and if projections are correct the budget is going to be short by \$150,000. Are you willing to open up the idea of raising taxes to cover that amount? Mr. Smith stated General Fund is achieving a balance they believe is a safety net that is unrestricted and are you willing to have that balance come down as a way of offsetting the streetlight cost. In a practical sense they cannot cut even if they reduce and when they are able to eliminate some lights they are not going to reduce that in half. Even with some efficiency they are not going to reduce that in half so they are still going to have a significant cost to pay for streetlights. It does have an affect how they are going to present the final budget. They still need to understand the Board on record of making a commitment and that commitment has not been met regarding streetlights. A resolution/ordinance needs to be prepared where official action will have to be taken. That will be needed prior to the start of next year. Mr. Kreider commented when the decision was made to put it back in the general fund one of the reasons was because the earned income tax was going up that helped fund that cost. Mr. Kreider asked if they projected the earned income is going to go down or continue to go up. Mr. Stohecker stated part of the thought of that philosophy is you are taking a look at one item and because that is going up you can afford to cover the cost of streetlights. The way the General Fund works is that the real estate, transfer tax and earned income the three major contributors to the revenue are all going up. The question is what is the pace of the expenses going up. The salaries, benefits, etc. are going to continue to go up. They have been seeing in the past two years that the revenues have been exceeding expenditures to the point where they are able to build up these balances to the one and one-half million he thinks is a good level. By doing the \$125,000 hit, that is the cost of two police officers. It is a big cost that is now hit and what he is projecting that is going to be a cost that is going to exceed the expenses from the projected revenues. He does not look at it as this one line goes up is it comfortable. It has to be the totality of it. Mr. Kreider stated the other factor is they are in the midst of possibly making some changes to the streetlights as technology is increasing. Whatever they are doing now may change three or four years from now very easily. They may end up putting their own streetlights in with solar power and not even have a bill coming in from the power company. There is a lot of factors to think about on this. Are they going to jump and do something short term? He is continuing to research the possibility of the streetlights whether or not they do a bond issue. It is too early in his opinion to do it now because there is till technology being developed in battery backups that is going to revolutionize the whole system. He thinks this is a major thing and he can see where your position is on it but there is the other side of it that it could be a short term until they get to that point. Mr. Smith stated they are looking at having to deal with things on an annual basis that decisions have to be made rather quickly and also looking at where will they be five and ten years from now. Mr. May stated right now they must worry about next year. Mr. Herr stated another element is when is the deregulation go off on the electric. Mr. Strohecker stated 2009. Mr. Herr stated before they could do anything with new technology they could see a dramatic increase of the cost if they commit to put that in. \$125,00 hit now could be \$175,000 or \$200,00. Mr. Bauder stated no one is going to get away with increasing 20-30%. Mr. Kreider stated most of that increase is slated for residential because industry and commercial has been paying the bill and that is what this is all about. Mr. Strohecker stated they wanted to lay out the options for the Board and it looks like most of that loss

can at least be attributed to the addition of the streetlights back into the General Fund. Mr. Strohecker stated if they wanted to take the loss that is fine but there have been discussions in the past the door was open if they do put it in the General Fund they might want to raise taxes for that amount. Mr. Strohecker stated he just wanted to know what direction they wanted to move. Mr. Herr stated he feels his analogy is very good that it could provide two police officers also. Mr. Bauder stated not with all the benefits it cannot provide two police officers. Mr. Herr stated a good portion of it. Mr. Bauder was challenged by someone this week who said they do business with other townships and their real estate tax on these similar township is less than our tipping fee. Why is our real estate tax higher than some of those and yet we get a million dollar tipping fee. Mr. Bauder stated he does not think they have to accept the status quo and keep adding percentages. He thinks they have to be challenged by some other issues. Mr. May stated they do not know what the hit is so maybe we take the hit this next year and see what it is and then plan accordingly knowing what has happened. Mr. Strohecker stated he could pretty well project what the cost will be. The monthly bill is the same for electric every month. It goes up just about every year. Mr. Bauder asked how much excess was in the General Fund this year. Mr. Strohecker stated he thinks there will be \$313,000. Mr. Bauder stated that is income versus expenditures. Mr. Bauder stated you look at personnel and you are going to add 3 or 4% maybe and that would be \$60,000 or \$70,000 for wage increase. Last few years a balance has been added the reserve that is what got it up to this level. Mr. Bauder stated with wage increased they are still left with \$200,000 that is added this year. He thinks they can spend that \$200,000 for streetlights for this one year and evaluate it next year. Mr. Strohecker stated if next year performs the exact same way as this year he is correct. Mr. Smith stated they recognize there are some factors that play into that which are out of their control but they are looking for a general consensus before they put that packet together for next week. Mr. Kreider stated he also agrees with Mr. May. He wanted to bring up an increase on tipping fees from the landfill. He talked to Jim Warner sometime ago about this and he says there is not a cap. There is now a cap on a million dollars but that can change. Rather than going out and raising taxes, etc. he thinks they ought to go to their largest supplier. Mr. Bauder asked if Mr. Kreider is asking the administration to pursue that. Mr. Kreider stated he is. Mr. May stated he met some people at PSATS who have free trash pickup because they host a landfill. He does not think that is practical here as they are smaller townships. Mr. Bauder asked if the franchise fees are safe for the year. Mr. Smith stated he believes so. Mr. Strohecker stated there is one point he wanted to make. He follows Mr. Bauder's logic as far as net income for the year. From a financial perspective Mr. Strohecker stated he is still not satisfied even though they have been building up the reserves he is still not satisfied the way the General Fund has been performing on its own as a stand alone fund. If you remember you said approximately \$200,000 net income potential for next year we are still transferring money in from the capital fund and the sewer fund to fund this General Fund to help build up some of those balances. The General Fund is still not operating by itself as a stand-alone fund based on its revenues and expenditures. They are looking good in the General Fund but they must know why they are doing that. Mr. Bauder stated they get a million dollars and they just put it in the Capital Fund every other budget all their income besides besides their sewer, lighting, highway put all their income into the General Fund and then fund the Capital Fund from that. We go the other

way. He thinks they should put it all in the General Fund and fund the Capital Reserve from that like everybody else does. Mr. Kreider stated the only reason he does not like it is when it goes into the General Fund it is there. Mr. Bauder stated he cannot assume when it is in the General Fund they are going to be a bunch of dopes and waste it. Mr. Kreider stated he does not believe they will either but what about the next administration. Mr. Strohecker stated there is a difference in philosophical approach to this budget. We maintain it the way it is simply because they are one of the few townships in Lancaster County who has a landfill. A controversial landfill. Mr. Smith stated it looks like the consensus is no tax increase and they will look at the balances to fund the streetlights. Mr. Smith asked if it is their desire to open up some negotiation with the Solid Waste Management Authority he ask that they do that at the next meeting so they have the public direction and when he pursues that it is known is at the direction of the Supervisors. Mr. Smith thinks in a practical term it will come down if we are going to ask for additional things the negotiation is we must come to the table with something also. Their permitting is going to be based on DEP regulations not whether we want it or not. By way of illustration, it might come down if we want additional tipping fees they are going to want more operating hours on a Saturday for instance. It will be more complicated than going in and saying we want it to be more than 25 million.

Continue discussion regarding post retirement medical Mr. Strohecker narrowed it down to eight questions and take a look at three different options of changes to the post retirement medical plan. Option 1 is an option that keeps things exactly for the current employee and affects the future employees. Option 2 takes a look at some minor changes to current employees and retirees but makes more drastic changes to future employees. Option 3 most severe option. Minor change to current employees and the most drastic change to future employees that will be completely drafting a new plan. Would like to give you time to look at the options and provide feedback and then they can start to put together numbers on how it is going to affect the evaluation report going forward. This is a deep topic. The more you delve into it opens up more and more questions. He does not think they should be making any kind of rash decisions or quick decisions on this matter. It should be approached in a cautious manner because there are a lot of factors that play into it. As they go through the budget process he is updating them on what they are talking about and what they are looking into. He thinks they should let it go for a couple of months until they get through the budget process. There is no effect they can make right now because they are not proposing any changes to the staff next year. The police are under a contract so making a decision at the next meeting on post retirement medical is not necessary. Revisit this issue the first quarter of next year when they have had time to generate some of the numbers based on options and hear feedback. Mr. Gingrich stated as a citizen of Manor Township they have done a good job of not raising taxes but at some point you will have to. If you raise the taxes telling them it is for public safety he does not think there will be any complaint from residents and that will cover the streetlight bill. Mr. Breneman advised he respected his opinion but he thinks anybody is too broad they will get complaints.

Mr. May stated they were going into an Executive Session on a personnel matter. The work session was adjourned at 11:00 a.m.

Budget Work Session

Wednesday, October 24, 2007

Time: 8:30 A.M.

Supervisors and required staff were present.

Mr. Strohecker stated every year he tries to come up with a theme and last years theme was Hold the Line. This year's theme is very similar it is Hold the Line Equals Deficit Spending. As we go through this and discuss why the changes were made you will see they really tried to hold the line on just about everything in the budget.

Overview of the taxes – the mileage rate .78 stays the same, real estate transfer tax and earned income tax stays at ½ %, strike through the streetlight tax, sewer charges for Manor Township sewer will still remain at \$55.00, Crossgate sewer charges would remain at \$152.75. No major changes with the exception of the streetlight tax. Mr. Bauder asked if this is per quarter and Mr. Strohecker stated it is. Mr. Smith mentioned there were several increases in both sewer funds over the last several years. Mr. Bauder asked if they are still holding the \$600,000 balance and Mr. Strohecker stated yes. Mr. Strohecker stated they do a \$50,000 transfer. Mr. Strohecker stated it would probably take about 15-20 minutes to get through the entire presentation.

General Fund – There will be a column that gives the year to date numbers as of the 21st of October, gives the 2007 budget and the next column is the 2008 budget that was submitted by the department heads and the last column will be the 2008 proposed budget. They are looking at real estate taxes somewhere around \$900,000 for the year. The real estate transfer tax went up a little from last year to \$430,000 and the earned income tax went from 1.85 budgeted this year to two million next year. This should be close numbers they were not inflated or deflated from what should be reality. Not a lot of changes on the revenue side. The interest on the savings went up by about \$15,000. There were no changes in the Foreign Casualty Insurance and the other revenue items do not see a need to make comment. The zoning permits were reduced by a little as a few changes were made this year that will probably bring that number down. No other major changes on page 2 and the top of page 3 to finish out the revenues. It again will be budgeted for a \$50,000 transfer from the sewer fund and a \$150,000 transfer from the Capital Fund. Mr. Breneman pointed out under sale of compost a correction was needed and Mr. Strohecker stated it should be \$15,000. Mr. Bauder pointed out the bottom line is also affected. Mr. Strohecker stated as he has said before his biggest concern is the General Fund and the deficits that they have been realizing. This is a key component these transfers. That is \$200,000 we are adding to the General Fund from other funds. Across the board you will see our proposal for 2008 recommending keeping everything as far as staff levels exactly the same as they are for 2007. Obviously, there will be some changes they will recommend a 3 ½% increase for the non-uniform side and the uniform side they have a contractual obligation of 3 ½ % increase. Those are the only changes that will be seen as far as salaries are concerned for next year. On the Executive Expenditures there are really no major changes. The same follows down through in the other categories. Page 4 no changes in the computer hardware/software categories. In the engineering services the one change is a category for expenditures for SALDO review fees. There is a corresponding category in the revenue section for SALDO fees. That is a wash of \$20,000. No major changes in the General Government Building and Plant categories. Police section – Some changes in the salary category. The 2008 submitted line item on Page 4 all the different salaried categories there look different from the column to the right that has the proposed salary categories. The Chief has proposed a couple of changes to personnel. One change is additional hours for a part time secretary, proposed promotions to sergeant and detective sergeants and proposed an additional person in the patrol division. If you put all those proposals together in the second column from the right that is the way the salary numbers are going to flush out. Converse if you go to the columns on the right in what is proposed what you see is a proposal that none of those changes would be made that the

personnel stay the same as they are today. The only difference would be the contractual obligations of 3-½ % increase. The Chief gave a very detailed proposal of what he wants to do and the only difference between the two columns is if nothing occurs versus if they take the full recommendation of the Chief. Mr. Bauder stated \$400,000 for corporal detectives etc. There is a number in there now. Mr. Smith stated there is no number in there. There are corporals and officers in charge. The Chief's proposal was for three sergeants. Mr. Kreider asked if this is based on hiring one new patrolman. Mr. Strohecker stated there are no additional personnel proposed. Mr. Smith explained what he and Ryan are showing on the right hand column is not showing any additions. What the Chief is showing on the column to the left is what he has submitted. They are looking to the Board for their direction on what they want to do with personnel. Mr. Bauder stated an addition was approved at the last meeting. Mr. Smith stated that is this year. They are talking about additions in 2008. Mr. Strohecker stated the big number is a salary patrolman and you can see what is in the proposed column of \$972 versus what is in the administrative proposed column of \$996. There is really not a lot of change there. The big reason for that is because the \$972 there are some individuals that would be proposed to come out of that number and go up into the sergeant/detective category. That would drastically reduce it, however, one of things proposed by the Chief was an additional officer so that is what takes it back up to a closer number to what they are currently spending on patrolman. Two new categories have been added. The Chief recommended a Community Policing category and Investigations.

Category for fire companies will remain the same. Why in the year to date column the numbers are actually \$43,000, \$42,000, \$43,000 the reason being the actual Foreign Fire Insurance was \$42,664 for the year. The reason the additional \$1,000 in the Highville and Goodwill Fire Companies is because there were insurance claim against their vehicles this year. The Township put up \$2,000 for the deductible for that claim. There can be fluctuation from year to year because the revenue source for that money is based on insurance premiums that are purchased from out of stators into two companies that are in the states.

Planning & Zoning – there are no changes there. Obviously the salary change of 3 ½%.

Road Department - the numbers you see in the top line item is reflective of a 3 ½% increase across the board for the road department. There were some changes that Mark had proposed and he had talked about in detail at the budget meeting last week. You see those reflected. There is no major change except for Page 6 - Maintenance and Repair of Buildings you can see he submitted \$1,000 for that we made it \$4,020 the reason being during his presentation he talked about some changes to the building such as fixing the doors, etc. We thought it best to move that out of Capital Fund and put it in the General Fund. He spoke about traffic control device and there haven't been major changes in those categories.

Streetlight category – the clincher on this budget. He projected that cost is going to be around \$130,000 for next year.

Recreation Category – No major changes. The Parks Category is listed there. Same for salaries with the 3 ½% increase.

Mr. Breneman questioned the seal coat was \$15,070 last year and is zero this year. Mark stated they are able to pay certain things out of liquid fuels like when they did the driveway at the maintenance building that does not meet liquid fuel criteria so they had to pay that out of General Fund.

Mike talked about adding the vandalism category so that was added for next year.

Insurance – The number stayed the same from last year to this year and the reason being they might actually see a decrease in their insurance due to the result they have had some pretty good years of being self funded. This is the liability insurance for the township. Mr. May asked what insurance policies he is talking about. Ryan stated liability, vehicles, and liability on the building and any of the land. Mr. Kreider asked when the last time there has been a comparison with another company. Ryan advised they do it about every two to three years. This year when talked to the broker she suggested they are about due to take a look at other

companies. Ryan stated St Paul is their liability insurance and they stated if they do quote it out they would reduce it by ten percent. When she looked at the policy and what we are paying she felt that they are paying a fair premium and a ten percent reduction would be better and more advantageous. Mr. Bauder asked if we are going to bid it out. Ryan stated it does not need to be bid out but the broker shops it out and shows the comparisons from different companies for the same insurance. Mr. Bauder asked if the broker selects the companies. Ryan stated they could have input. Ryan stated he was advised it is hard to find companies that want to insure government entities because of the degree of what they do. Mr. Smith stated the other difficulty is they are self funded in Workmen's Compensation and Health so that puts them in a little deficit when talking about seeing great decreases in general insurance categories. Mr. Kreider stated as far as health insurance he is a little confused but as far as the deductible what is the present deductible. Ryan advised \$100 per individual and max \$300 per family. Mr. Kreider stated that does not sound like a lot. He believes they should investigate the possibility of raising the deductible and see if it would be a savings to the Township. Mr. Smith stated they are not locked into the deductible but contractually that would be something they would have to look at. Mr. Bauder stated by long time precedent they cannot break that precedent.

Health Insurance - \$522,000 was spent as of the 21st. That is going to go up and down. \$395,000 was budgeted and they are going to blow that budget out of the water. The number put in for next year is \$600,000. He put in what he believes will be a realistic number for next year. There have been a couple of reasons that have driven the increase cost from year to year. The budget number that was used for 2007 really was not a good budget number. A couple years have been a little deceptive as far as health insurance is concerned and that is because there have been a lot of good years where they have gotten big rebates back. They went through a couple of years about two or three years ago where there were a lot of surgeries, accidents and it bumped the numbers up and that is sort of a delayed process. He believed 2007 is starting to realize the effects of those "bad" financial years as far as health insurance is concerned. Bottom line is health insurance categories are going up. You can even attribute the post retirement medical plays a part in this. He thinks \$600,000 is going to be a good round number for next year. If he looks at the premium costs and what is spent per month they are probably around \$640,000 so he is wishfully thinking they will get a minimum of at least \$40,000 reduction at the end of 2008 to get them \$600,000 or below on that category. Mr. Bauder pointed out that is \$14,600 per employee. Mr. Bauder asked if there are a lot of extra claims do they burden you with that as an individual. Mr. Smith stated there is a cap on what every municipality is sole responsible for. When it gets beyond that cap then they all share in that exposure. Mr. Bauder asked if we have a mutual risk. Ryan asked Mr. Bauder what he meant. Mr. Bauder stated he is asking that is \$14,600 is a huge premium. Are you sure the private sector could not give a better rate than this type we are in now. Ryan stated there was a recent discussion about this. Whenever somebody brings up health insurance you get tons of responses. He was watching them and somebody asked what other municipalities are paying and he said we are paying about \$1,000 a month. It seems that \$1,000 seemed to be a pretty reasonable figure. When it comes to health insurance it is good to look at our performance from the previous year because then we know exactly what the numbers are. Mr. Smith stated the five-year trends are very good. Mr. Bauder stated the reason he is asking this question is we are putting our risk against a small pool. When you buy your insurance from a large company you are putting your risk against a very large pool and you do not get penalized for experience in one or two years. Would we be better bidding it out? Ryan stated it is not a bad idea to take a look at what companies are offering and what the private sector does. Ryan stated he has had quite a bit of experience not just with Manor Township but with other organizations with the self funding method. Whenever you go self funded you know you are bearing a certain amount of risks. You may have five years that are really good and you could pop another five that are not so good or another two. It is a matter of financial risk. Ryan can identify exactly why they are going up. It is not surprising the numbers are what they are. It does not mean they cannot turn around and come down in future years. That is possible. Barry

stated if they took the current plan and took it in to the insurance market and bid it our premiums wouldn't be lower. Mr. Bauder asked if he could say that for sure. Barry said he could. Barry stated he is looking at the ten-year history and looking at what the market is. Mr. Bauder asked if an insurance broker has ever been brought in and talked to. Barry stated in the past yes. Mr. Bauder stated the premiums went up by 30%. Mr. Bauder stated you cannot count the past you need to look at now. Ryan stated they are probably due to take a look at that. They do look at that every so often maybe three, four years or so. They are not hesitate whatsoever to go out and price it out and see if what they are doing is cost effective or not. Mr. Bauder asked if that is a big job. Ryan said relatively speaking yes. Mr. Bauder stated if you give an insurance broker our contract and say price this out is that a lot of work for you. Ryan said not for him but for their broker it would. Mr. Bauder is not concerned how much time the broker spends only the time Ryan must spend. Mr. Kreider stated as was mention in the discussion group and real conclusions based what people said there was one that stood out. One of the townships went to a \$1250/\$2500 deductible and they said their savings and their premiums were dramatic. When he thinks about it he thinks it would be good for them to evaluate that. That is quite a huge deductible. In his own business he did it and he insured themselves with a \$2500 claim and it paid him. Mr. Bauder stated he has the high deductible but the township pays most of the gap but you write a policy with the deductible. Mr. Bauder stated his son is in business for himself and he has a high deductible policy that costs him about \$3,000 a year. Mr. Smith stated if there were higher deductible it would make a dramatic effect. Mr. Bauder asked if they should investigate that. Barry stated he believes they would see more advantageous effect to the plan by doing that as opposed to what they can get from an outside vendor. The huge difference is our ability to get dramatic refunds when they all do well and that has been significant. That is why he looks it at over a ten year period as opposed to can he go out today and possibility get it matched and perhaps get it lower with no ability to get any refund whatsoever. Mr. Bauder stated the refund is a risk it is uncertain. Barry said they do have a history. Mr. Bauder stated you could not build uncertainty into a budget. Barry stated there are some certainties. There is a cap on all of it. It is the mid range that is establishing that uncertainty. Mr. Bauder asked what the penalty is this year for having higher experience. Barry stated he ha not seen that final number yet. Mr. Bauder said he has no idea what the refunds could be. Could they be \$200,000. Ryan stated they have been around \$100,000 in the past. Mr. Kreider stated it seems to him if the whole group would go to a higher deductible the savings would be greater than if it is just us. Barry said they cannot do that each municipality selects their own and because it is contractual. Mr. Kreider stated an independent company it might be more advantageous in an independent company than in our coop. In other words we are actually reducing the risk to all the townships in the co-op. If you do it on a national basis it might show it is a greater savings. Mr. Bauder stated they need to get the numbers. Ryan stated it is a good suggestion and next year it might be a good idea to shop it out to see the comparison. Ryan stated in the past when he has done this with other companies self-funded is the way to go when you look at the averages over a long period of time. There is more risk. They are hoping they have good years of health and they can get a good refund. Mr. Herr stated if you go out into the market place with our previous model of some high years like in the past and that will reflect in a higher rate when you go out for bid. Mr. Kreider asked if we require physicals like for our patrolman. Barry stated they do by way of employment. They do not on an annual basis. They could negotiate that.

Pension Fund – Numbers actually went down for next year. Pretty much a result of our pension fund is doing well in the market. Bottom line numbers they are proposing that they have net loss next year of \$205,000. When they get into the fund balances they will see how that has an overall effect on the General Fund. Take all the proposals they are looking at a net loss of \$336,000.

Jay Breneman asked if the co pays are being kept the same.

Mr. Bauder asked where they are paying for the unused sick days. That is included in the salary. Mr. Bauder asked how many days are included. Ryan stated the way that is projected in the budget when they look at it by departments they look at the actual unused sick time and plug those numbers in. Mr. Bauder stated those numbers are included in the salary. Ryan stated some of it is an estimate.

Mr. Herr asked what employee assistance program is. Barry stated it is a counseling program. Three sessions is obligated to as an exposure for an employee. Beyond that the employee is then responsible. It also gives them the opportunity for mandatory referral. If they believe there is an employee that has an issue that effect their performance they have the ability to intervene.

Capital Fund - The revenues on the Capital Fund are pretty self-explanatory. It did increase the interest savings probably a low estimate. Projected a million dollars coming into the fund for next year. The last three digits signify which department is being talked about. The administrative department is putting in a vehicle purchase. This is an \$18,000 expenditure proposed for Barry's replacement vehicle. Mike has given his proposals for the various items. One of the changes to the minor equipment purchase they put in the tractor mower for \$36,000 and the walk behind mower. Under the police category is all the things the Chief submitted. The detail of the \$117,000 proposed expenditures includes the tazers, copier, shotgun, laptop, speed alert system and the generator. Under what is proposed the laptop was listed, the copier, some reductions in the chairs and portable radio equipment and the tazers are there. Barry indicated there has been discussion on the generator as to what the generator would actually do in terms of the building. Could it be adequately addressed through a corporal service and they tried to determine what services would they lack with the current set up absent of the backup generator. They looked at communications is essentially cell phones and radios which would not be affected by a power outage. The in house phone would be affected. The current battery backups take care of minimal lighting, computers would be down but there would be laptops that are battery backup. They can include the generator if from the Supervisors standpoint they believe it is reasonable for that expenditure. Doors can be opened so we are not sealed and locked, would be out of heat for a period of time but we have never seen in my period of 20 years an outage of more than two to two and one-half hours. Mr. Smith stated what the Chief put in is a reasonable number for a permanent backup generator. The question is philosophically is that something they want to do and it is here for a long time. Mr. Kreider's personal feeling is the automatic transfer switch is the right way to do it. His concern is things have changed since 9/11 and FEMA is a player in the whole thing so it is hard to go back and say this has never been a problem. Is there grant money available because we have somewhat of unusual situation with a power plant and landfill in our township? Mr. Smith stated not that he is aware of through FEMA or PEMA in terms of grant. His experience with those agencies the money comes as a result of incidents. There were grants available for fire companies but he does not think those same grants in terms of building and structure improvements or enhancements are not available to municipal police departments. Most of that money was allocated to fire companies. If they chose to do that he would like to discuss it before they make that kind of allocation. Mr. Breneman asked if it would be possible to put the transfer switch, wiring, etc. in place and then would be just a phone call away for a portable generator. Mr. Breneman guessed possibly \$5,000 to do that and Mr. Kreider did not feel it would stop at that. Mr. Kreider said he hated to spend money for an item like this but he has yet to see a government building that does not have this when the building was built. Barry said when they talked about the General Fund and many of those expenditures they are so fixed and locked in what they do. Things like this in Capital because of the total cost of doing something ends up being a bidding process and if you choose to have it in we can explore it, bid it and we have more time to determine if you want to do it or not. Barry stated it is difficult for him to say whether they will need it next year or whether will not need it for ten years. Mr. Kreider stated he would like to hear the other Supervisors opinion on this. He thinks this would be a good thing to discuss at a Supervisors meeting to discuss it

and talk about it and get input from the public if they are there. He thinks it is a good thing to think about. Mr. Herr stated another option to consider is there has been very limited discussion at this point but it is something they may consider down the road and the Chief has addressed this a little for the need for additional space in that area and maybe if they proceeded down the road there would have to be additional space needed and maybe that is the time to incorporate it right into a project of that nature. First, where do we locate it right now without making some significant changes that can be incorporated into an over all plan. Mr. Herr stated he could appreciate Mr. Kreider's view also at anytime you could need it and that is the question of what value do we put on it. Mr. Kreider stated he could do some of the investigation. All he would need is the demands of the building versus the size of the service we presently have and calculate whether or not we are at a 50% or 25% load. Even if we do add onto the building, that would play in as to whether a service change is necessary. Mr. Herr stated he would hate to do something now and then 5-10 years down the road have to half of it has to be redone or it is not sized up. It can be sized up now but if that provision was there they could grow with it. Mr. Smith asked if that is not fairly easy information to obtain and Mr. Kreider stated he would be willing to do that and report back to the Supervisors. Ryan stated it is important to have Bill's input as the building and maintenance guy if they just want to get certain operations that are up and running by battery power like the phone, etc. it would be good to have Bill's input on what kind of cost talking about just to get essential functions versus a whole generator system. Mr. Bauder stated he feels they should decide right now what they want to do. He does not think it needs to be done in a public session. Barry said what their hope is they will see what determination is from this meeting as to whether they need to have additional discussion on what they are doing or are they able to get today the kind of direction that puts this in a final budget format. Mr. Bauder's opinion is that Barry assess the risk, get all the factors and if they are not ready to make the decision then they should put it off until next year. Barry stated they could do some upgrades just in backup battery capability which is far different than it use to be. It would get essential services up and running. Mr. May agrees with Mr. Bauder not to put it in the budget but actively explore it, get some figures so they know what they are talking about and address it next year. Barry advised in the meantime they will look at what enhancements they can make under the current system with backup battery capabilities, analyze how long this building can be comfortable in a non heating system. Mr. Bauder asked if we can drain back our water system if we would get a four or five day ice storm. Barry stated the system could be drained. Mr. Kreider asked the feelings about the maintenance building and what about the fuel. Mark stated that would be their greatest concern because they have already been without power and they have put the doors up by hand and have been able to manage. They have never been any long-term situation. They always have the tanks on the back of the pickups filled and they have never had to go outside but that would be an option. Barry stated their greatest risk would be an ice storm that is region wide without power because right now our strategy would be if we do not have power in the Central Manor area we drive to Mountville or Lancaster for gas. Mr. Kreider stated this was why they added the category catastrophic disaster to the Capital Fund and that is what he had in mind a fund that was accumulating in case we had some real need. To him that would a catastrophic incident. Barry said at the maintenance building they have the ability there that a transfer would make a lot of sense that they would have the ability to transfer the fuel pumps and be operated by a portable. Mr. Kreider stated he and Barry would get all the information and then they would go from there. The Supervisors were all in agreement.

Replacement of two patrol vehicles and the addition of one SUV to the police department. In contrast they are proposing that the two replacement vehicles be put in the budget with the exclusion of the additional vehicle. Reason for the difference in the contractual services there was a additional \$8,000 put in for the wireless card for the laptops so that cost is associated with the other proposal of the laptops coming in next year. Chief referred to the first line the \$110 for this year did you do something with the \$9,000 for the radios is that somewhere else. Ryan stated they would show up. Chief questioned the \$50,300 you only had \$30,000 for

the laptops is that carrying anything over for this year because it is actually \$35,700 needed. Ryan got the number from Bill as to what would be a good carry over number but that is something they could talk about if a better budget number would be \$35,000. The laptops are in the budget so he wants to put the most accurate number in there. Barry did not think the Board is adverse to whether it is \$30 or \$35,000. The Chief advised he has talked to an individual last week and it has been approved except for the last level and he said there should not be any problem for the executive director to approve it. We should get paper work by the middle of November for that grant. Mr. Breneman stated they would then be looking at that in the first quarter of next year. The \$254,000 was put in this year for the radios have come out of the budget for next year. Mr. Breneman stated a comment regarding the fire companies. They are entering into the task force and was just wondering whether they should be thinking about a category for possible contributions that will be required. Barry said they do not know what that will be. Barry thinks the start up money committed by the companies should be sufficient for the first year. Mr. Breneman said when they had the meeting it was suggested maybe the municipalities could help out with postage, etc. His thought is they are okay but just asking it be considered. Maybe they should put a small amount in like several thousand dollars or just absorb it when it happens. Mr. May thinks that is what they should do. Mr. Bauder pointed out there is money in the Capital Fund that is not ear marked for the fire companies that could be transferred if needed. Mr. May felt it should be handled that way.

Fire Company Donations – as a general rule the donations were increased by 6% next year. There was no change made to the LEMSA category or the Columbia category.

Roads Department – There is a little bit of change from Mark's budget presentation to what is in the categories because he had to take his information and fit it into what we use. He submitted expenditure for a dump truck of \$122,000, minor equipment purchases replacing the LED lights, purchase of sign machine, leaf collector so that is under the \$62,977. Barry has an estimate from their vendor to put amber lights in the traffic signals that would \$8,000 to the LED expenditure over what is shown. It will reduce the cost of energy use and may reduce the cost of maintenance but not to the degree of green and red because of the time sequence. Mr. Kreider stated the big advantage of LED is the fact you come upon a traffic light that is facing the sunset the amber is much clearer. All the colors are much clearer as contrasts in that condition. An amber light is just as valuable as a red light. Engineering for the box culvert – originally there was \$100,000 that has been converted to \$50,000. Barry had talked to Rettew and it is their feeling \$50,000 would be an adequate budget number. Talking to Buchart they still believe a full-blown engineering of not just design but project management and inspection that \$100,000 is a good estimate. Hearing some of the discussion we have had he chose to use \$50,000. Mr. Bauder asked if Buchart-Horn is doing anything extra and Barry stated no. Township people told Mr. Bauder they should not put it to the highway fund. It causes a huge amount of extra paper work and problems. Mr. Bauder talked to other people and this number looks high enough. Mark had submitted three expenditures \$14,000 for the painting, and the other two shifted to general fund. The \$14,000 for the painting shifted over to what is proposed for next year. Land acquisition – the K.L. property that has been talked about for a couple of years. Mark talked about he traffic signals, curb replacement and culvert replacement. There are some adjustments to the numbers over on the proposed side because some of the numbers were revised to be a little more accurate. What Mark proposed a week ago, is included in the proposal for next year with some revised numbers. To wrap out the Capital Fund remaining at \$20,000 from 2007 for the County donation and \$150,000 to the General Fund with our recommendations will give you a \$108,000 you will put back into the Reserve Fund for the Capital Fund for next year. Mr. May asked if the \$22,000 is the light at Centerville Road and Mark advised that is part of that. Mr. Bauder as if the expenditure are mostly done for the year. Are there any more big expenditures coming in for the year. Barry stated the land acquisition would be one that could come in this year. Mr. Bauder asked how more balance is in the Capital Fund balance and Ryan said \$557,000. Mr. Bauder stated we got one million dollars so that means you will put in a

balance from this year of \$400,000. Ryan said based on the current numbers \$354,000 back into the balance. Mr. Bauder stated since there was \$70,000 more into the Highway Fund this year and we had a balance of \$430,000 it is almost \$500,000 he would like to see the dump truck taken out of the Capital Fund and put into the Highway Fund. He does not see any reason for carrying a \$500,000 balance in the Highway Fund because that is money we get every year unless the State changes the rules. Mr. May agreed it is not a bad idea.

Mr. May stated at the Fire Chiefs meeting it was pointed out the light is going to come down at Centerville Road and Route 462. Barry stated he has actual photos and inspections and that light has literally been that way for two years. Barry said they are not ignoring S. Centerville light post. He believes they could do in the first month or two but if a truck hits that solid that post is coming down as well as if you get 100 mph winds. Mr. Bauder stated that could be taken care of in an emergency. Mr. May stated the sad thing to put it back in place it will be hit again. Mr. Bauder stated his daughter lives across Lititz Creek had to have a new bridge put in \$65,000 but it is not over built. Mr. Bauder stated if the bridge over S. Creek Road was done on a private basis it could be done for less than half. Barry stated they have multiple options regarding the light and then you factor in Wal-Mart and the change of the intersection so he would like to do what is effective to keep it in place and the cheapest possible because of the likelihood it comes out if and when Wal-Mart builds. The issues in intersections are the state right-of-way and permit matters. Mark Harris stated he would like to see considered he feels the problem is the eastbound traffic turning left onto Centerville Road he thinks if that stop bar was moved west that would keep traffic back which would keep which would leave more area for trucks to navigate that corner. He has been told PennDot is going to continue the paving from where they terminated just to the west of that and that comes to the permitting question also because we are regulated as to how many arrows has to be put in. Mr. Harris indicated keep traffic back so trucks can make that turn would help a lot. Barry stated it is good suggestion and if they put that pole in they do that in conjunction and modify the permit at the same time. Mr. Kreider asked if there are road sensors in that intersection and Mark stated there are. Mr. Kreider said the \$122,000 for the dump truck he talked to Mark about this and he told me the miles on the truck is about 58,000 and granted it probably needs replaced but we certainly did not get any use out of it. Mr. Bauder asked if it is beyond repair. The size is one factor and Barry said there are a number of issues with it. At the time the decision was made Barry suspect the factors the Board was looking at made reasonable sense to get that style and type of dump truck and time has proven it is not in terms of its capabilities and its limitations. The other issue is the mechanical design of the transmission has been an absolute failure and sometimes that happens. Mr. Bauder asked how many years they had the truck and Mark advised ten. Mr. Bauder asked if they had older trucks that are giving them good service. Mark stated he has one truck with mileage is in the high 90's and they have double the miles on the older truck. Barry stated the truck with the 90,000+ is still a good reliable dump truck. Mr. Herr stated the issue is the truck is a specked out design for what they are doing and the other issue he has seen cases where 50,000 mile dump trucks are replaced by township partly because what Mark is experiencing with beds rusting out. The nature of the work deteriorates these beds and he is sure he is going to a totally different bed. Mark proposes a stainless steel bed. Mr. Herr stated every year they run the truck the value on the open market is going to drop off. Mr. Bauder asked if the transmission is beyond hope and Mark advised it is the rear end that is giving them problems. Highway Aid Fund – What is submitted and what is proposed are identical. You have the detail Mark provided. He talked about he category for the reclaim grade and pave category. Mr. Bauder brought up the point of moving the dump truck over to the highway fund. You can see what the affect of that would be to the bottom line. Will be dipping into the reserves by about \$157,000. Also take note if you look at the budget for this year we were suppose to come in a little bit above the expenditures by about \$1,000. It actually hit \$78,000 over. Mr. Bauder stated he is looking at the two year not the one year. Mr. Bauder asked how the missed the budget. Mark pointed out on that column they have about \$11-12,000 to pay out

on the line striping. That would change that. Mark stated regarding the salt they have budgeted for 1400 tons of salt and if you look at that column we are \$20,000 under that because we did not use all the salt. Ryan stated the bottom line from his perspective he does not see any financial incentive to put it in either the highway or the capital fund. They proposed in the capital if you feel you prefer to pay out of the highway he is not going to discourage you to do so. Mr. Breneman stated it does not affect the bottom line. Mr. Bauder asked what the projected end of year balance is in the capital and how much of that is encumbered by capital reserve items. Ryan said it is just over two million dollars. Mr. Bauder asked how much of that is encumbered by items the Board took action on and put in capital reserve. Ryan stated right now what is encumbered is slightly over one million dollars. He did not plan on getting into the reserve fund because they talked about changing it to CIP Fund and that would change those numbers. He plans to give that to them when they have a feel as to what they want to do on the budget but at this point he did not bring that documentation with him. It can be figured somewhere around one million dollars is a good number. Mr. Bauder stated you can transfer capital into general but you cannot transfer highway fund. He sees an advantage of carrying a large capital fund balance but does not see advantage in carrying a large highway balance. That is fixed. Mr. Kreider stated there is no reason to build the Highway Fund. Mr. Bauder stated unless you saw a big item coming up. Mr. Kreider agrees with putting it over into the highway fund. There was a consensus to put it into the highway fund.

There are no changes in the sewer fund quarterly charge. Barry Smith stated in the terms of the sewer fund in recent conversation with Ed Arnold and the people at Millersville who operate the plant he believes holding the line on the sewer rental is a good position and does not foresee having to do anything with that for the next year or two. What they want to try to monitor because it is a fairly new system is at some point in time sewer rates just need to be increased to begin developing that reserve fund that at some point in time will be necessary down the line because the age of the system. We saw that first hand with LASA where they did not do that where they held their sewer rate constant for a period of about 15 years and there is an enormous hit when you have to pay because the sewer lines and treatment plant do not last forever. DEP regulations change that need to be factored in. Crossgates – before they present this to the public at a meeting they probably need to make some adjustments on the revenue and expenditure numbers. He put this together three weeks ago and has not looked at it since. They added a couple additions to Crossgates. A couple of homes have been put into the system so that number should go up a little. Barry said there is a small number of uses and Ryan put this together three or four weeks ago and there will be some changes in numbers as they get more users on. They want to have those numbers in the final budget you will approve as accurately as they can.

Projected Fund Balance – This gives you an overview of the financial condition of the Township. General Fund – The projected balance at the end of this year is going to be around 1.3 million dollars. This number has stayed pretty consistent. Ryan stated he needs \$375,000 minimum to get through the first quarter of the year at least the first two months of the year. He thinks a good round number for the General Fund in reserves is somewhere between 1 and 1 ½ million dollars. If there is another year like 2001 and 2002 and 2003 they are going to need a balance in that range just to get through any down years or recessions that may occur. That will hold them over for a couple of years to get through. According to those numbers the balance at the end of this year will be somewhere in between there. The budgeted net loss for next year in the General Fund is \$205,000 that will reduce that fund balance down to about \$1,100,000. It looks like there is a lot of money in the General Fund but it is deceptive. Ideally as the revenues increase you know the expenditures are going to increase and you want to keep them somewhat in line with each other. Some of the additions that are going to affect it is the inclusions of the streetlight tax for next year and the increase in health insurance category. It is important to remember they are not running a balanced budget yet depending on how you look at it. They are proposing what the code would consider to be a balanced budget because they have

the reserves in place to cover the deficit. He thinks that is a deceptive way to look at it. He likes to look at the funds in a stand-alone fund and say can this fund perform on its own by itself. In answer to that question the General Fund is not even close yet. They are still transferring \$200,000 from other funds and already looking at a net loss for next year of \$200,000. He does think there is some good long term outlook for the fund. Obviously they took a big hit with the streetlight tax going in it of \$130,000. Overtime they will be able to balance that out and also going to take a look at some changes in the streetlights that will reduce that cost. Overtime they will be okay in the General Fund if they continue to maintain the philosophy of "Holding The Line". That still equals deficit spending for next year. He is very concerned about the General Fund. The Capital Fund balance will be a little over two million dollars at the end of this year if they go with the proposal. There is a \$108,000 in there before they made the change to the dump truck so you can add another \$122,000 to that leaving a balance of 2.15 or 2.3 somewhere in that ball park. Some of that balance is reserved and having some direction you gave us on the Capital Fund we will give you copies of the official Capital Improvement Fund that was talked about at the very first budget presentation. Ryan did not bring that today because they are still working on improving that. That is not necessarily part of the budget process. When the code talks about what a budget is it does not include a Capital Improvement Plan. That is something as a Township or as a Board of Supervisors you have wanted to do. It is a good financial practice to help plan for the future but it is not necessarily included in the budget process. He will follow up on that issue.

Highway Fund – obviously some of the numbers will change by the change of the dump truck.

Sewer and Crossgate Funds – Pretty straight forward.

The bottom line if these goals are accomplished for next year will have about 4.4 million dollars in the bank. When you look across all the different funds it is really not a bad number.

Salary Figures – Do not have any comments on that. It is a supporting documentation on salary recommendations in the General Fund. Ask you guard that sheet with security. It has a lot of detail about each individual's salary figures. What is also on there are benefits like vacation, sick day payouts, etc. which is sensitive information so he asked that be guarded. Barry addressed the right to know issue and what is public information. Barry stated anything that has names on is not in terms of salary and benefits, however, what is public information is an annual salary or a rate for a position. In some cases it is a mute point because there is only finance director and one salary for finance director but the dissemination of that information or written or verbal needs to be explicit in the fashion it is finance director and it is salary finance director. Any association of a name, we are in violation the right to know.

Ryan stated the theme was "Hold The Line" and they tried to do that in the presentation especially the General Fund "Holding the Line on Expenditures" and even doing so you can see that Holding the Line is going to put them in deficit spending for next year. Mr. Bauder asked what the surprise was this year. Ryan stated they are looking a net income of \$313,000. The budget number was negative \$9,600. Ryan stated they performed pretty well. Barry stated they can show an overall number of what their budget is the revenues are and show them what their projection was and whether they were under that. Ryan stated the expenditures are straight forward it is the revenues that can be a little more volatile. He does not think they are inflating the revenues by an unreasonable amount if any. He is taking into account that a lot of the big revenue items can be extremely volatile. Even the real estate transfer tax can be. He is projecting reasonable numbers and if they come in with a \$313,000 budget overrun that is good but it could very easily have gone the other direction. Mr. Bauder asked if there was any idea how much real estate transfer was from new construction and what is from existing homes. Ryan stated they do not get a break down of that. Mr. May stated there is no transfer tax on new construction it is just on the conveyance of the deed from buyer to seller. Barry stated there are properties that are owned by people that are not built on that eventually get built on so there is no transfer tax. Mr. Bauder stated you know how much new construction is going on versus how

much went on last year or the year before. There is Parkfield and Manor Oaks and can they project how much or whether that will slow down. Barry said new construction is going to slow down based on some legitimate conversations with some of the projects. For instance, Manor Heights has the apartments and fee simple. They are debating if they want to start those fee simple houses. Ryan stated he thinks the real estate revenue projections are fair numbers and have had some good years financially. Lancaster County does not always perform the way the rest of the Country does. This year is shaping up to have a good year and grateful for that but by the same token if they had \$200,000 net loss because they missed projected revenues they would be having completely different conversations. Mr. May suggested they keep the front page and shred the rest of it.

Barry asked for direction on some issues one they have not proposed any additional personnel and the Chief had requested that. Chief requested an additional car and they have not done that. Chief has requested promotions and Barry sees merit in some promotions but they have not included that. Mr. Bauder asked how it would change the bottom line. Barry stated they are looking at \$4,000 or \$5,000 per promotion. Ryan stated two out of the three promotions you would be looking at around \$16,000 and if you did all three you would be around \$20,000. Mr. Bauder stated the big item was not adding the extra officer. Barry stated obviously you add a new employee you are assuming an entire new salary, benefits and whatever associate costs maybe as a result of that. Mr. Bauder stated under Capital Equipment under Minor Equipment does that include the copier for the police department. Ryan stated it does as well as \$30,000 laptops, \$7,000 copier, \$1,000 in chairs, \$2,300 in portable radio equipment, \$10,000 in tazurs. The Chief asked for bicycle and Mr. Bauder was looking for that number. Barry said they did not include it but if they wanted it included they would. Mr. Breneman brought up the phone that is still in the parks and Bill was going to check how much they were used. Barry stated he and Mike talked about eliminating them. Mr. Breneman asked if there is vandalism to the phone. Mike stated there is none that he was aware of unless it comes through on the phone bill. Mr. Bauder asked Chief why he wanted a bicycle. Chief advised they have three and he has expanded the bike patrol and he wants to expand it even more. They have a small, medium and large and he wants to get a medium that is the most used bike and that way he could have two on bikes. Mr. Bauder asked where they do the patrol. Chief stated he wants them in the high-density areas of the housing developments, Mountville Boro, strip mall and the parks. Chief advise they were very limited with the use of the bicycles and he believed they could be used 24 hours a day in nice weather. Before they could not use them except day shift and evening hours. One of the officers recently in Mountville rolled up on somebody smoking marijuana. You would never do that in a police car and they made an arrest. Mr. Bauder stated it is a low cost item for a pretty effective result. Mr. May and Mr. Bauder suggested the bicycle be put back into the budget. Mr. May stated it is healthier also. Chief would like to eventually have a wellness type program where they actually have some kind of small gym or workout area. Barry stating regarding promotions the Chief has suggested three and it is Barry's opinion and suggestion that they consider two. The Chief would like to see a sergeant for each 12-hour shift, which would be two, and an additional sergeant to work combination administrative and be a sergeant of the detectives department. It is Barry's recommendation they have sergeants for each of the 12 hour shifts and not for the third position. They need direction either none, one, two or three. Mr. Breneman asked for a synopsis of what their duties would be. Chief tested straight across the board as sergeants and that is what he would like it to be. The patrol sergeants will all receive the four patrol platoons. The A & C that is working day shift and midnights on 12-hour shift and then a B & D platoon that would actually off two days later come on. The sergeants for patrol would work 3:00 p.m. until 3:00 a.m. Between 2 and 11 at night is the busiest time anyway so there is an extra person out but also to provide supervision at night when they really need it when Chief is not here to help with questions or answers. They are already paying OIC rates. This will eliminate some of that. It is not really an increase of \$20,000 or \$24,000. That money is going out already. You are paying it in OIC rate already. Ryan

pointed out the OIC rate is different from the sergeants/detective rate. Mr. Breneman asked what the premium is for an OIC per hour. Barry stated it is different because it is applicable to everybody's salary. Ryan stated the difference between the OIC rate per year and the sergeant/detective rate is about \$8,000 for one person. Chief corrected it is \$4,000. Mr. Bauder asked what the sergeant would be doing that is different from the OIC position now. Chief stated there is not a lot of difference. The OIC are shift supervisors as they speak but they do not have a lot of authority. They do not do evaluations and that is something the Chief wants to bring back. There have not been evaluations here since 1999 on the officers. The Chief thinks they stopped because there were some problems with them. Mr. Bauder asked if they are honest evaluations. The Chief stated they could be if you have good people doing them. Mr. Bauder and Mr. May agreed there should be evaluations. Chief said OIC's are officers and they do not want to step on people's toes because they are equal rank and the next week they could be in a different platoon or different section and they are no longer the OIC. Chief stated to start the patrol sergeants would supervise the shifts and the officers there. They would also handle calls after the other officers have been on arrests or other incidents. They are not where they will not do anything but drive around. They will be on hand workers and will have some duties that take them off the street but the majority of the time they will be on the street. They will do evaluations, supervision of the officers and they will be assigned some different task to help the department along. Mr. Bauder asked about the other position. That position would be the Chief's right hand. Right now Chief stated he has nobody and he does not say it in a mean way. He really has no one to lean on. The current corporals are not effective. It would be an administrative sergeant that would be here during the day and help with some of the administrative task of the department and would not be on patrol. Chief stated he is not complaining but he needs help. One person cannot do it all. There use to be a detective sergeant and a patrol sergeant that were both day shift. He is not asking for two guys on day shift he is only asking for one. Mr. Bauder said you are essentially taking someone off the street to do this job. Chief said if you look at it that way but he looks at as in the past no. Before you had two on day shift and now there is no one. Until Corporal Zug left he was a corporal that was going it so that division is being replaced with a sergeant. It also allows a chain of command that they do not have now and also to have a second in command when the Chief is not there, oversee the detective division and to insure their cases are handled properly. Mr. Bauder asked if they have people who are capable of doing this and Chief stated they have been through the testing process. They had 15 people available, 13 took the written test, 8 passed the written test and 8 of them went for the oral interview and then 5 of those passed successfully. They have 5 good candidates. Mr. May stated right now the promotions have not been put in the budget and asked if he was correct. Barry stated that was correct. They originally were in the submission process but they have not included that. Mr. May stated he is going to suggest that they do. Mr. Bauder asked if it is a \$12,000 item to \$15,000. Mr. May stated the reason he is suggesting they do it is they are all well aware of problems they have had and this would go a long way in creating a chain of command and to addressing some of those problems. Mr. Bauder stated they need evaluations and he agrees with Mr. May. Mr. Breneman asked what Ryan thinks it will cost. Ryan stated he believes it will be somewhere around \$20,000 and the other point to remember and he did want to ask the Chief this the clothing allowance what was submitted as \$3,000 was brought down to \$1500 and he is not sure that is a very good number. That is the uniforms they pay out for the two detectives and the Chief. He believes they need to adjust that number. The question Ryan had for the Chief was if they promote more people will they then have to adjust that number for the clothing allowance as well. Mr. Breneman stated that is what he was getting at. The reason they recommended zero promotions/personnel was because when you strictly look at the financial numbers and the bottom line you need to pay for it somewhere. What they are looking at for next year is not a good year. Mr. Breneman asked the Chief in his mind which is more important. To have the sergeants or have an extra patrol officer. Chief stated they are equally important. Barry stated in his perspective in managing personnel he sees greater benefit

in overall fashion of having adequate supervision which will have hopefully a dramatic effect on conduct, productivity, etc. In his opinion if they have that element in place, then there is some theoretical conclusion that they be better at what they do and with the addition of laptops it might not be necessary as we sit here to day to have an additional officer which really is the huge cost in terms of dollars. Mr. Bauder asked if you had to find that money where would you go for it. Barry stated the question is are you adding or looking to them to cut. Mr. Bauder looked at the budget from 2003 it was \$43,000 all of it and now it is 5,800,000 that is a huge growth in four years. Ryan stated you could continue to dip into your reserve to pay for it, can say go to Mark's budget and take \$20,000 out of his and increase your revenue by \$20,000. What proposed in the way it is currently fashioned is what is going to have the least financial impact on the budget. Some are saying you may want to go with the promotions and we can make changes as you see fit. From a financial perspective the dollars are not there to make changes. Mr. Kreider stated contract time is getting close and he sees no reason to make any move at this point. It is not in the budget, we do not know how the contracts are going to come out at the end of negotiations and to add personnel or thing he sees is the more supervision the more you open up the door for more patrolman. It is a continual growing thing. Mr. Kreider believes it should stay the way it is. Ryan indicated what scares him is when you pick up the newspaper at this time of year and read about where other townships are. Obviously you know where the city is and the deficits they are facing. He feels it most financially prudent to propose to you what is going to put us in the best financial position. That may or may not be good from a political perspective, police, roads or parks and realize I can be looked at as the bad guy but I have to bring before you what is going to be the most prudent financial decision based on what we are looking at. Barry stated some things are just specs. The cost of electricity, gas, heating the building is what it is. He would appreciate since Ryan has been in this position he has taken some unpopular positions relative to the rest of the staff in terms he is looking at numbers and then it becomes a matter what I do as a manager and even more so what you do as a Board of Supervisors and that is determining the level of services we provide for the community. Whether leaf collection, police protection, parks and associated services. The ultimate dilemma is of those expenditures where are we getting the revenues to support those public services. Barry stated over the last several years even though they may not have cut everything they wanted to cut they have had that knife out to the point where if there are additional cuts in general they are starting to talk about possibly eliminating some services because some of those fixed costs can not be touched. Mr. Breneman stated they have done things to try to increase their efficiency in doing things better with the new leaf collector where maybe it will take fewer personnel to do that and put a new officer in place. Mr. Breneman would like to see those promotions because he thinks it would be very advantageous to get more coupled with the laptops, etc. he hopes that increased the efficiency and increases productivity. Mr. Bauder stated \$45,000 is budgeted for engineering for next year and are budgeting \$55,000 legal. Mr. Bauder asked how we are servicing our township with that \$100,000. There are items in this year like the SALDO that we will not have next year. Ryan pointed out a lot of money was spent on Wal-Mart fees. Mr. Bauder commented that was pretty much past and he was advised it is not nor is the trailer park. Barry stated they have to plan in the budget unless they do not want to do that. Both of those things are real exposures to us and are not a certainty and Wal-Mart in particular because it is in litigation. Mr. May referred to Mr. Kreider's comment that contract time is approaching and there will be a new contract but that aside it does not effect performance that is trying to be improved and enhance. So even though there are contract talks coming up, it does not address the supervision that we could get with these promotions. Mr. Breneman felt it could actually make the contract position easier to negotiate if they are happier and more efficient and everything goes we could be helping ourselves. Barry stated they have had great exposure in supervision because having a Chief working during the day and not having a rank supervision the remainder of the time the Chief is not here. The question is that the over riding factor or is it no taxes and no increases. Ryan stated we are not advertising the budget tomorrow so you have

2 ½ weeks before what we are planning to propose as the budget next meeting to consider, think about this issue and come to a decision. The prerogative is to have the budget meeting at our next scheduled December meeting. Barry advised from a public understanding and public relations standpoint that is the right time to do it. You have the right to call a special budget meeting. Mr. Bauder knows they like to keep big balances and every financial officer tries to. Ryan stated he thinks the balances are justified. Mr. Kreider said it sounds like he is the only one who feels the way he does. Mr. Herr indicated not necessarily. Mr. Kreider wants to know where they are going to get the money to pay for it. Come back to me in a couple of days and let me know that. Mr. Bauder asked what is going to be the improvement with a chain of command and realistic evaluations. What will be the improvement in the effectiveness of the police. Barry stated he would address the evaluation process and Chief will address the day-to-day operations. Barry can support having those positions in terms of evaluations and having shift authority to make decisions and overall management of that particular patrol as well as an expected and better discipline process because of having that position of rank as opposed to the current OIC. Mr. Bauder stated there is a Union and no matter how the guy is evaluated his salary is not going to be impacted. Mr. Bauder stated in his experience his salary and even his job depended on his evaluation. In a contract situation there is no penalty. What is the penalty for someone who is not performing? Barry looked at the performance standpoint of not so much can we discipline, fire, remove or whatever, he is looking at professional people will look at those evaluations openly and honestly and should change their production and performance. If we get the department to be more productive than what they do and get the level of performance where we would like to see it extends out in time our need to add the additional personnel. That is factored in with population changes, etc. If they are better with what they do, more efficient then they can extend out in time the growth of employees in the department. Bill Laudien asked a question of the Chief regarding the detective sergeant. I know the detectives have been saying for a while they are loaded up with cases. If one of those detectives would become the detective sergeant, and take on the administrative responsibilities in addition to the caseload would that necessitate the promotion of someone to detective. Chief stated Barry and he have talked about that. Chief said yes, actually the detective sergeant is going to carry a caseload but not a regular caseload but it will make it necessary to put someone lese in that position. He is looking at putting someone in there as a criminal investigator and seeing if they can do the job and after three or six months come back to the Board and ask to promote somebody. So the two patrol sergeants would continue to patrol on the street wouldn't affect that impact and have a supervisory role but the administrator detective position would necessitate maybe the removal of somebody from patrol as well as the potential promotion of a person. Barry stated that is one of his issues in terms of that third position is that they are taking someone out of patrol and that is his philosophical position. Chief advised until they had Justin back that person was not there anyway. Justin is not a new officer other than he is a new officer here. He is a replacement officer for Corporal Zug so we have not added to the department this year. We have actually just status quo it. Mr. Breneman stated with the addition of the laptops hopefully early in the year they should have more time on the street, is that correct. Chief stated they would have to come back occasionally. Chief referred to Mr. Bauders question on chaos is the department is not up to snuff and he thinks everybody knows that. It has gotten better since he has been here but still has a ways to go. As he sees it, this is one of the ways to get there. He is not whining he will do what they tell him to do and do it cheerfully but he is only one person and is asking for help. Mr. Breneman asked if there is two patrol sergeants that does lighten you load somewhat? Chief stated that is correct. The problem with the patrol sergeants is they start at 3 in the afternoon. They are not going to be able to perform some of the administrative task that Chief is asking about. He pointed out the detective/administrative sergeant acts as a liaison between the department and other investigative agencies, district attorney's office, county detectives, drug task force, children and youth, PSP just to name a few oversees major criminal investigation and as said earlier carry a reduced caseload. For internal investigations will assist him. He will do

them on sergeants and that person will do them on the officers. Assist with research and development of police policy and programs, assist in purchase of equipment and supplies and overall accountability of the budget. He is looking at this person to help him perform some of his jobs. They are not taking someone off the street per say that person has been off the street for about ten years. Mr. Breneman asked if it would be a compromise to do patrol sergeants and wait and see how things go and possibly the other in a year. Mr. Bauder stated that would be his opinion. He would like to delay the decision on the third position. Mr. May referred to General Fund under Executive Expenses the general expense category of \$40,000 where we are at \$28,000 right now for this year what is that. Ryan said it is handled the same as the other general expenses where they cannot put in a category we will throw in there. Gave an example the quarterly payment to be involved with the LIMC will go in there. Mr. May asked the feelings on the promotions to go with 2 or 3. Mr. Bauder stated his feeling is 2, Mr. Breneman stated he would compromise with 2, Mr. Herr stated he would go with 2 but comes back to what Mr. Kreider said. He appreciates Ryans's position wanting to maintain adequate balance and agrees with Mr. Kreider coming up with money, streetlight fund is a major hit on this and taking on a big obligation and he would much rather see them support the Chief in the growth of the department and making it efficient just can not support the streetlight fund over supporting what the Chief is trying to do in reforming that department. Mr. Herr stated they have said they are going to try to take the streetlight fund out earlier in the year but if they cannot do it they need to say we just cannot do it. There is other things that are more pressing. Mr. Kreider said as far as the streetlight business it is only one thing. Staff is still working on some things there as well as Mr. Kreider as to how they can reduce the streetlight cost. Mr. Herr understands that and is saying for this year at least until they know more things Ryan is getting hit with \$130,000 he had to come up with that was not in there. Mr. Herr asked Mr. Bauder what West Hempfield is doing with their streetlights. Mr. Bauder said they have a tax and almost every township has a streetlight tax. Mr. Bauder stated they have a fire hydrant tax and Bill stated he pays both a streetlight and fire hydrant tax. Mr. Bauder stated it is paid by front footage and Bill stated he has a corner property so he pays front footage for both of his front yards and he has a fire hydrant. Mr. Bauder stated they pay about 40 cents per foot for streetlight and their income is \$40,000 and their expenses are \$45,000. Mr. Kreider ask Mr. Herr what they should do with the streetlight and Mr. Herr stated leave it stay the way it is. Mr. Bauder stated the way it is they made a decision to put it back in the General Fund. Mr. Herr stated they said they would try a resolution is being prepared to act on. Barry stated you made a motion you would do so but you did not do it yet. Mr. May feels they should put it back in the general fund but explore how to handle this in the future by reducing the bill by maybe going to front foot assessment. Mr. Bauder stated they are paying about 2 – 3 times the commercial rate for those contracts. Ryan stated there is a contract but the rates are driven by PUC. Mr. Bauder stated if the lights could be metered they would have half the money. Mr. Kreider stated that is an extremely expensive way to go. Mr. Kreider stated we are within two years of battery technology that is going to support us float a bond put in our own streetlights, kick PP&L out and it will pay for itself in a short amount of time. Mr. Bauder questioned the cost to change over and Mr. Kreider stated in today's technology about \$5,000 a piece for a solar powered unit requiring no electricity. That is a guarantee of ten-year life on a battery. Mr. Bauder asked how many streetlights there are and Ryan advised 500. Barry simplified the general discussion and suggest philosophically you would like to put two sergeants on it is going to be incumbent upon him and that dominos down to Ryan and the senior staff to find the \$20,000 of there about in the overall budget to try to balance those revenues and expenditures. Mr. May questioned \$20,000 for two and Ryan advised it would be less for two. Barry stated adding people have an affect on several different parts of the budget. He would be more comfortable saying it is going to be \$20,000 than not. The stark realization is that anytime they add personnel they are not one time costs they are costs of a generation and of a lifetime whereas seminars are good training. We can cut back on some of those items. They are looking as they move forward as the facilities age they will continue

to put money aside in capital reserves they are going to start to see additional costs. Mr. Breneman stated as far as streetlights his position has always been they should still be charging for that service rather by footage. It is something those areas get that other areas do not get. Mr. Herr stated he has asked this question repeatedly in other municipalities and they have say their people pay it. It is just the way it is done. Mr. May stated he would like to eliminate half of them and Mr. Breneman agreed. Mr. Kreider stated he and Bill are going to be working on eliminating which is a small percentage. Mr. Kreider stated he would go with 2 promotions giving staff the challenge to see where they can come up with \$20,000 or whatever it will cost in budget savings. Ryan stated this budget does not address some major items that are coming up down the pike. We have been talking a lot about post retirement medical and he suggested at the last budget workshop that they hit that the first or second quarter of next year maybe to put actions in to fix it for the "09" budget but he wants that in the back of their minds that is a huge item and decision coming up. Secondly, the rails to trails project talked about. If that becomes a cost item huge dollars have to come from somewhere. Fire companies are asking for hundreds of thousands of dollars. Barry stated they have made additions in contributions percentage wise are reasonable. He does have a request from Mountville Fire Company to deal with a new vehicle for the first quarter of 2009 at the tune of \$600,000. He did not introduce anything additional on any fire services business because of this pending task force and see what results come from that. They still have funds out there in Capital Reserve that can be used if there is something that is necessary in the coming years but did not propose any additional commitments. Mr. Breneman believes when the task force is up and running there may be a moratorium on any new equipment until it is done. Mr. May pointed out Mountville is not in the task force but could be later.

Barry stated they are at the point Pat Harvey will be calling with his opinion on 12-hour shift memorandum of understanding. On confirmation from him Barry would like to schedule Supervisors meeting where you can vote to accept that memorandum of understanding or reject it. As it sits today, the Chief and I are going to recommend that you do enter into that memorandum of understanding. Time is of the essence in that. If he gets some sense they are willing to go in that direction for this one-year trial period he will try to get something set up very shortly maybe as early as the beginning of next week. Mr. May asked Mr. Bauder if he was the one who said the city is going away from 12 hours. Mr. May would like to know why they are going away from it. Barry thinks it was that consultant's opinion that the effectiveness and efficiencies of it was not realized. Mr. Bauder stated they also suggested reducing the number of sergeants. Barry said if they are in agreement and willing he will try to get something out as quickly as he can because he will have to advertise it but he would like to move on that from a decision standpoint or they will be in arbitration. Bottom line is if they do not do this right now they are in arbitration. Mr. Breneman commented there was a meeting on the 31st to name the at large position to the task force but could they do that at the same time. Millersville did name their appointees. Barry did not think they should do that because that means it will be in Millersville and they cannot hold their public meeting there. They could come back here. Mr. May asked if it is that critical between the 31st and November 7. Barry stated yes. Chief advised scheduling wise they need the decision. Barry must advertise the time so his performance would be to have it one-half hour before. Chief asked about architectural fees for study of expansion of the building and he did not see it in the budget. Barry advised he did not include it. Chief advised it is something that needs to be looked at and Mr. May agreed stating but not next year.

The budget work session was adjourned at 11:30 a.m.

Budget Work Session

Wednesday, October 3, 2007

Time: 8:30 A.M.

All Supervisors and required staff were present.

Mr. Strohecker followed up from the last meeting regarding post retirement medical and they are continuing to work on the subject as far as bring information to the Supervisors. He was able to finish up the survey that was consisted of talking with different townships in Lancaster County and also requested a PSATS discussion group respond with some of their answers. Mr. Strohecker asked the following questions: 1) Do you have post retirement medical coverage? 2) Do you offer it for anybody over the age of 65? 3) Are spouses covered on that insurance? The next step in the whole issue of post retirement medical is begin to put together some alternate post retirement medical plans and run the numbers for them so you can see the effect on the document provided to you at the last meeting. Mr. Bauder stated the people he contacted that do have coverage some charge a premium to the recipient. Mr. Strohecker advised there were not many he found that had reimbursement for the spouse. He had not included that because he had to have a cut off as to how many questions he was going to ask. Mr. Smith stated they could follow up after they get a more comprehensive list. Mr. Strohecker stated he is noticing that townships that have post retirement medical and townships that have medical insurance are beginning to move into the phase of having reimbursements by the employees including some police departments. Mr. Kreider asked if it is much work to indicate the population of the townships? Mr. Strohecker stated he could do that. Mr. Strohecker pointed out the closest township to what we offer is East Hempfield Township. They have it for the police and after the officer reaches the age of 65 they have their officer go out and purchase his own Medigap insurance and then they reimburse that police officer up to \$1600 a year for that insurance.

Mr. Smith made overview comments. It has been the practice to not deal with all the incidental items. Todd provided the Supervisors with a number of documents the first being line item budget request he has for them as a whole. It would be Mr. Smith's recommendation; they do not deal with those smaller expenses and look at the overview of personnel, vehicle and facility needs. The Supervisors agreed. Mr. Bauder questioned the clothing item stating reinstate. Mr. Bauder stated that was attempted to be removed but was not successful. Mr. Smith stated by way of grievance and settlement they agreed to it. It is stated as reinstated in the proposal this past budget year they did not have that line item, so they are indicating that line item needs to be reinserted into the budget process.

Chief Graeff referred to second page of line items and stated the first thing he is asking for is an increase in four hours for the part time clerk. Roughly with her wages it would be about a \$2100 increase not counting her and the other two clerks cost of living increases. Right now she is at 20 hours a week and they would like her hours to be increased to 24 hours a week. The reason is they are ten months behind in entering citations. She works two full days and half day and they propose to make it three full days. She is flexible so that if any of the other girls are out on a Tuesday she can come in

on a Tuesday instead of one of her scheduled days. Mr. May questioned the ten months behind and Chief Graeff stated that is entering them into the computer.

Chief Graeff is asking for the 21st officer to be reinstated back into the budget at an approximate cost of \$60,000. Salary for this year would be \$38,000 this year so probably \$39 something next year and the benefits, etc. He would like to see the Township add additional officers for the year 2009.

Reinstate line in the budget for Sergeant's salary and place appropriate amount for three sergeants that is approximately \$252,000 in that salary line and reduce either the corporal and detective or the police line by \$232,000. Roughly it will be about a \$20,000 increase dependent on who gets promoted. The oral interview for that promotion is October 18th.

Chief stated he is looking for the usual two replacement vehicles for patrol that from his understanding has been a past practice of trying to replace two vehicles every year. He is asking for a third vehicle. He is asking for two Ford Crown Victoria police packages about \$23,000 each plus the equipment and graphics and installation cost for another \$5,000. The third vehicle he is looking for is a Ford Escape 4Wheel drive to use by the administration, detectives, and all the community policing. It is approximately \$17,600 plus the cost of equipment, inside lights, radios, and etc. for approximately \$4400. The total of the vehicles \$78,000 outfitted. Mr. Breneman asked how many vehicles are in service now? Chief advised eight marked, four unmarked and a marked motorcycle and one on order. Chief stated actually nine right now. Mr. Smith clarified the administrative vehicle requested stating it is a police vehicle their senior management will use. Mr. Bauder asked how many vehicles are on patrol at one time? Chief stated they can have up to six but it does not happen. If everybody is working they can have five cars out but it does not happen often. Mr. Herr stated a good average would be to say there are four vehicles out most times. Chief Graeff stated one of the things he would like to do if they get the manpower is have a traffic unit dedicated to accident investigation and traffic enforcement. He would like to have an unmarked vehicle specified for the traffic unit that is decked out inside with a lot of lights. Mr. Smith stated regarding vehicles you are asking for three replacements and one additional are you proposing to dispose of the vehicles that are being replaced? Chief stated yes. Chief is looking to promote three sergeants and as explained he wants to eventually eliminate the corporal positions. He initially is going to look for two patrol sergeants and one administrative/detective sergeant. There would be detectives, detective/administrative sergeant, community police officer, and himself. There are quite a few non-patrol people and that is why he is increasing that extra vehicle with. Mr. May asked the approximate mileage on the vehicles getting replaced. Chief stated the one is 80,000 some. The Tahoe has roughly 110,00 miles. The other ones are around 80 – 90,000 miles. Mr. Smith stated until the new vehicles are road ready the vehicles could be 120,000 miles. Mr. Herr asked the Chief what the actual life of the vehicle? What mileage are the vehicles getting per year? Chief stated he honestly couldn't answer that question. Mr. Smith stated it would be close to 40,000. From the time it is put into service to the time it is taken out it does go over the first of the year that would average approximately 40,000 a year. Mr. Breneman stated the warranty could be lost the first year due to mileage warranty being three year/36,000 miles. Mr. Bauder stated this

needs to be looked at in terms of the other capital expenses. Mr. Smith stated they are not looking in work sessions for the Supervisors to make decisions.

Chief is requesting minor equipment as follows: ten tazers and the equipment that goes with it approximately \$10,000. Mr. Bauder asked the cost of each one? Chief Graeff stated this one shoots 25 feet and the cost for the tazer itself is about \$825 and then every officer must be trained and shot at least two cartridges with the cost of the cartridges \$18 each. Chief Graeff demonstrated the tazer. Mr. Bauder asked if in the experience of our police force have there been numerous occasions where a tazer would have been an advantage? Chief Graeff stated he cannot answer that now but an educated guess it has to be. The tazer will save us on liability from excessive force lawsuits and also should save on the injury of officers. Mr. Smith stated they have had over the number of years numerous times where officers have had to engage with either intoxicated or enraged individuals and resulted in significant time off injuries because they were wrestling to try to control an individual. From the standpoint of workmen's compensation, Mr. Smith stated he thinks it is an appropriate investment. Chief Graeff stated the tazer comes in the very low end of the use of force spectrum. Basically the officer's presence is one, verbal commands is two, the tazer and OC are three. That is before you even lay a hand on a person. With the tazer you are not touching anybody, so there is less chance of the officer or the person getting hurt. Chief Graeff described the handling and carrying of the tazer. A rechargeable battery powers the tazer. Chief Graeff stated the one he was demonstrating with has a tazer cam in it so as soon as it is turned on the camera is on. Everything that happens is recorded. That was not proposed due to the fact the video cam cost about \$400 more. Mr. Breneman questioned why they could not be shared and, therefore, would need less of them. Chief would like to see one for each officer eventually but he would like to get at least five this year so every officer out there would have one. Chief Graeff feels that like anything else if each officer is accountable for something it will last that much longer. Chief Graeff pointed out what looked like confetti but it is actually serial number of the cartridge which is to be recovered when you shoot somebody and put it with your report and you have a record of what cartridge was used. There is also a downloadable program that you actually download the information when it was shot, how long the burst was and assortment you print out and it goes with your report. If you ever have problems, you can say you shot the guy two times in a three second burst the first time and three second burst the second time. Mr. Kreider questioned if this would change the liability insurance? Mr. Smith stated yes it would change the insurance but does not know to what degree. Chief Graeff advised in his old department they had a hold on workmen's comp. Every year the increase went up prior to getting the tazers and after they got the tazers their workmen's comp held steady.

Minor office equipment: A new printer/copier – Looking at getting another copier to replace the one that broke this year and the cost is approximately \$7900. Four companies gave quotes and the one the office staff preferred was the Xerox Work Center 132 for the \$7900. They are looking at a color copier that is not that much more expensive than a black and white. Mr. Herr asked if this would be on State Contract? Chief Graeff stated it is and the price is a State Contract price and it is several thousand dollars cheaper than normal. Mr. May asked if anyone has studied the difference between leasing and buying? Chief Graeff stated actually it is about \$2000 more to lease

it. Mr. Stohecker asked if Chief had checked through the Lancaster Co-Op. Mr. Smith stated they could look at this in detail as opposed to discussing it now. Chief advised they do have a second copier but when that is broke down the second shift and midnight shift is unable to make copies due to the main office being closed at night. This copier is also a printer and they are looking at network it with the computers so they can use it as a printer, which will also save some costs with the printers. Mr. Kreider stated in his experience Xerox has not been a good player for him and asked that they look at other models. Chief Graeff advised that Barb use to work in a place of employment that handled copying so is very familiar with a copy machines more so than most people.

New Computer Systems a total of approximately \$5100 and office desk and chairs for about \$5000. They have some antiquated computer systems and one of things he would like to do is start upgrading computers before they break down. They have a computer in the sergeant's office now that is probably as old as some of the officers. He would like to get a couple each year instead of ten at one time. Mr. May asked if the computers are all networked. Chief stated yes except for the one that is the clean terminal that is a separate system. That computer has the database for the state to run driver's licenses. Mr. May questioned if the network would be affected with old and new computers on it. Chief Graeff gave an example stating he received a forwarded e-mail from Bill Laudien of a complaint that was received on the Manor e-mail system. It was a letter with several digital pictures attached. Chief looked at it an e-mailed the people back they would take care of it and e-mailed it to the officer in that district. He is in the office right beside the Chief and he said he would pull it up. Five minutes later the e-mail still had not come up on the officer's computer. Mr. Smith stated you must understand their system is not being routed through our server, which is almost instantaneous. They are going through the county site. Mr. Kreider asked how far behind the County database is such as when they investigate a crime that took place somewhere in another township, how many days go by before it is updated? Chief stated it all depends on the department and how quick they put their information in. Mr. Kreider asked how far the department is back on criminal things? Chief stated he couldn't give a good answer on that. At this time at least a week or more.

New shotguns and rifles, corporal radio equipment and new bicycle - The department has started getting AR15's. At this time they have two of them semi automatic weapons. Chief would like to get to the point where there is one in each of the patrol cars. Now the officers are not utilizing them, because other than a few of them they have not been trained on them. He would like to get one a year to get up to five and also new shotguns. Off. Gardner, who is the firearms officer, is requesting an increase in the line item for firearms and ammunition budget. He is requesting new shotguns and rifles. Corporal Radio Equipment -There is money set aside for the new change over but the problem is this has been going on for five years or longer. This is not going to happen this year and most likely not in 2008 so what they are being told if they need equipment they are going to have to buy it. He is not suggesting they buy a lot of brand new radios but they are to the point where their hand units are getting ratty and need to buy some new hand units to keep officers in communications with each other and the communication center. He suggests they buy a few hand units to hold them over next year and hopefully somewhere in 2008 or 2009 the new 800 system comes into effect. Bicycle – right now they have three bicycles; small, medium and large. They have six

bike officer's plus the Chief. Most of the officers ride the middle bicycle. If there is two out at the same time, they must go smaller or larger. Some of the bikes are seven plus years old. He is not asking to replace it but to add to it so they have another mid size bike. That would be approximately \$1,000. Ask about leaving the \$110,000 that is already in the capital line for new radios and the lap top computer money and add \$16,000 to it for the rest of the matching grant for DCED for the lap top computers. They only have \$20,000 set aside of that \$110,000 is set aside for computers technically they need \$32,000. Chief stated he called Ron Stern last week for an update. He returned his call said he has a meeting where their things will be brought up Oct. 16th. He is not promising anything but it looks good and he does not see why they should not get their lap tops. Wireless connection fees for the laptop computers – Looking at 11 computers and it is approximately \$60 a month for each computer so that is just shy of \$8,000. Mr. May asked who the service is for the laptops? Chief stated he cannot recall. Chief advised everyone uses the same it will be whomever the County uses. Chief advised there is two ways to go either a modem that is installed in the car at a cost of \$800-\$900 with an antenna or wireless card in the side of the computer and that is the cheaper way to go because right now they are giving them away you just have to pay for the service. Mr. Bauder questioned if there are dead spots? Chief stated Steve Snyder is in the process of barrowing a laptop computer from the County and he is going to do tests to see if there are dead spots. There will be some dead spots because of the terrain. The contract service budget is \$3000 that is already there plus the \$8,000 for a total of \$11,000. Mr. Bauder questioned the \$8,000 for wireless connection fees. If he buys a computer and gets the card all he does is pay the monthly fee. Mr. Bauder was advised that is the monthly fee.

He is requesting about \$7,000 to commission an office space study or architectural review of the police wing of the Township Building. Replace carpet in the secretaries' and Chief's office.

Mr. Bauder stated at Monday's night meeting a statement was made if we get one lawsuit, he forgot the exact statement, but liability issues were mentioned. He would rather those statements be in a public record, because if a plaintiff does charge them those statements can be used against them. That is why as a Supervisor he never sets up front and says an unsafe road, because if that is in a public record and someone gets killed on that road they are in trouble. Mr. May stated vicarious liability is a concept and he is not as concerned about that as saying we have an unsafe road.

Chief Graeff stated he is looking to expand the work place of the police department. They have outgrown the police wing of the Township Building and are going to have hard times getting people in offices for the promotions he is hoping to do. He would like to get a professional in to look at getting space by adding on or whatever the design may come up with. As the Township grows the department is going to grow and space needs to grow for office space, storage space, filing, etc. Mr. Kreider stated regional police is another issues that ties in with that. Mr. Kreider asked if there is anything going on right now? Mr. May advised no. Mr. Smith stated that is a concept that will always be in front of them. Right now nothing is being discussed by any of the communities that Mr. Smith is aware of.

Major Equipment Purchases – Brought up in conversation in Commission meetings and also touched on it the other night. He has talked to Mark Harris and he is

looking to jointly ask for speed alert, radar, speed and mobile messenger trailer. It is about \$18,000. They one Chief looked at has a four-line message board that can be utilized for road closed or road under construction with a date. It can be separated by taking the message board off the trailer and put on a hitch that comes with it and put on a back of a vehicle with a hitch and can park that there and have two separate entities. There are five components to it. Mr. Bauder questioned the alternatives that can be used for speeding. Chief advised they accutrack, vascar, and infra-red technology he can not think of the name of. Mr. Breneman advised at the last several Traffic Commissions people have complained regarding speeding in developments.

Backup generator to power the Township Building during a power outage. Chief had an e-mail with a rough estimate of \$50,000 that would generate enough power to do everything that goes on in this building including air, heat, computer and would be natural gas. That estimate does not include the natural gas tank or the hookup. That is just the generator and hooking generator up and the power grid. Chief strongly urges some type of back up system for the building in case of an emergency or power outage. Mr. May asked if it is not more important to have power to the police area. Mr. Smith stated there might not be huge savings by not doing the entire building. Chief asked if this building is designated as a emergency management center and if it is it needs a generator. Mr. Herr stated it would be needed at the maintenance building also. Mr. Breneman stated we should look if grant money would be available. Mr. Smith stated they would take a look at those things. Mr. Smith suggested as you look at the information in the sessions input to Ryan and himself as they scrunch these numbers would be beneficial them.

Mr. Breneman stated they need time to discuss the budget so that they can give some direction. Mr. Bauder stated regarding the capital budget he would like to see alternatives laid out with items included. Ryan and Barry would take everything presented as well as the Supervisors feed back to put together a better package for them to review. It was agreed that when the Supervisors have the whole picture they would like to have a meeting just for discussion. Mr. Kreider stated that Ryan is never too busy to discuss a budget issue with him and he appreciates that.

The next budget meeting is Wednesday, October 17th. Mr. Kreider stated he would like to request an executive session to discuss some things that has to do with personnel. Mr. May stated they could convene November 7th.

The budget session was adjourned.

Conditional Use Hearing
Manor Township Supervisors Meeting

Monday, October 15, 2007

7:00 PM

Chairman John May called the meeting to order at 7:00 PM in the Manor Middle School, 2950 Charlestown Road, Lancaster, PA. He led those in attendance in the pledge of allegiance to the flag. Mr. May introduced the board and roll call was taken.

Members present: John May, Jay Breneman, L. Allen Kreider and Richard Bauder.

Members absent: Allan Herr.

Mr. Kreider moved to approve the minutes from the August 14, 2007 Conditional Use Hearing as drafted. Mr. Breneman seconded the motion, which carried unanimously.

Mr. May stated that this Conditional Use Hearing, Case #07-0622, is for Wheatfield Developers, LLC and has been continued from August 14, 2007. Mr. May stated that the developer has had productive meetings with representatives in the neighborhood who are interested in the project and is hopeful of reaching an amicable solution in the rezoning proceeding. He stated there has been a request through Mr. James H. Thomas, on behalf of the applicant Wheatfield Developers, LLC, for an extension of the continuance that was requested and granted by the Board of Supervisors at the initial hearing.

Mr. James H. Thomas, on behalf of the applicant, explained that the first continuance was requested until Monday, October 15, 2007. He noted that at this time, Wheatfield Developers is requesting a general continuance of the restart of the hearing until such time as it will request, in writing, that the hearing resume. He stated the Applicant will waive any time requirements for commencement of the hearing or any time period for conducting the hearing so long as the continuance is in effect. He also stated that the Applicant shall pay any advertising costs that may occur from the continuance.

Mr. May made a motion to approve the request for the continuance in Case #07-0622 for Wheatfield Developers, LLC, with the agreement that the Applicant shall pay any costs incurred. Mr. Bauder seconded the motion, which carried unanimously.

There being no further business, Mr. Kreider made a motion to adjourn the meeting at 7:10 PM. Mr. May seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

November 7, 2007

Time: 7:30 P.M.

Chairman John May called the meeting to order in the Manor Township Municipal Building, 950 West Fairway Dr, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken showing all Supervisors were present.

Members present: John May, Jay Breneman, L.Allen Kreider, Richard Bauder, and Allan Herr.

Staff present: Barry Smith, Mark Harris, Ryan Strohecker, Chief Graeff and Rita Young.

Visitors present: See Attached.

Minutes – Mr. Breneman made a motion to approve the minutes as drafted. Mr. Herr seconded the motion, which carried unanimously.

Bills – Mr. Kreider made a motion to approve payment of the bills as listed. Mr. Bauder seconded the motion, which carried unanimously.

Financial Report – Mr. Breneman made a motion to approve the Financial Report as presented. Mr. Kreider seconded the motion, which carried unanimously.

Solicitor's Report

Mr. Smith stated he had nothing new to report. Mr. May stated he did receive a call from Mr. Kenneff notifying him that the group against the landfill expansion filed a petition for Declaratory Judgment. He stated that in Mr. Kenneff's opinion there was no action for the Township to take at this time. Mr. Smith noted that the Solicitors are continuing to work on a number of ordinances that are being prepared and should be presented in the December or January meeting for consideration.

Business From the Floor

There was no business from the floor.

Old Business

Mr. Bauder stated that at last months meeting he had asked that we check into alternative health coverage plans. He feels there are two items that should be addressed. He would like to bring a broker in to discuss alternatives and a high deductible plan where the Township would cover the gap. Mr. Bauder made a motion that we direct Mr. Strohecker, finance director, to explore alternative health coverage and present a report on the findings. Mr. Kreider seconded the motion, which carried unanimously. Mr. Smith clarified that the discussion on health care, which Mr. Bauder referred to, took place at an advertised budget work session, not the Supervisors meeting.

New Business

SALDO – Harnish Brothers Lot Add-On Plan – Mr. Smith stated that Township Engineers have reviewed this request for a Lot Add-On Plan for the Harnish Brothers Tract. He also stated that the Manor Township Planning Commission has recommended approval of the Lot Add-On and the two waiver requests as listed. Mr. May stated the waiver request are for Section 404.A.1- requesting a waiver of the plan scale requirement to provide a fifty foot equal to one inch maximum scale plan and instead provide a one hundred foot equal to one inch scale plan, and for Section 403.6.E – Wetland Study requesting a waiver of the requirement to submit a wetland report since nothing will be constructed in the wet lands. Mr. Herr made a motion to approve the

waiver request for Section 404.A.1 – Plan Scale, seconded by Mr. Breneman. Motion carried unanimously. Mr. Bauder made a motion to approve the waiver request for Section 403.6.E – Wetland Study, seconded by Mr. Kreider. The motion carried unanimously. Mr. Breneman made a motion to approve the Lot-Add-On Plan with the conditions attached. Mr. Herr seconded the motion, which carried unanimously.

SALDO – Brekland Mr. May stated RGS Associates is requesting an indefinite extension of time relative to the Preliminary Plan for Subdivision Land Development Plan for the Hampilos Property. Mr. Smith stated the 90-day time frame will stop at this point and when they come in with a request to proceed, the clock will start where it was stopped. They do not get another 90 days to start over. Mr. Kreider made a motion to approve the request for time extension. Mr. Bauder seconded the motion. Mr. Bauder asked what the problem is with the property. Mr. Smith noted there are a number of issues with this property. He stated one is over ownership and rights, and RGS was not prepared to go ahead with designs at this point. The motion carried unanimously.

Proposed Zoning Text Amendment Section 441 Nursing, Rest or Retirement Homes – Mr. Smith noted that the Supervisors would have several options with the proposed text amendment that is presented tonight. He stated they could reject the petition or they could forward the petition to the MTPC and the LCPC for review and recommendations. Mr. Smith asked Mr. Miller, David Miller/Associates, Inc, if he would like to give a presentation for this request. Mr. Miller, representing landowner Fred Funk, noted that the proposed Text Amendment presented tonight is a request for modification to Section 441 of the Manor Township Zoning Ordinance, which governs nursing rest and retirement homes. He noted they are permitted in the Rural Zoning District by special exception. He noted the criteria, has lot coverage limited to 305 or 15,000. sq ft of acreage or whichever is less. He stated that the approximate 65 acres involved would not be able to meet the 30% lot coverage restriction because of the type of facility and the requirements that go with that. Mr. Miller stated they are requesting that the lot coverage number be increased and added that they have had a facilitator involved with studying the feasibility of doing this project on his property. Mr. Miller stated this would be the first step to start this project and if this request were granted than the applicant would have to come back to Manor Township Zoning Hearing Board with a request for a special exception and follow the process in the Manor Township Sub-Division and Land Development Ordinance. Mr. Kreider asked if any type of nursing facility of this size would have problems applying with the way our zoning ordinance is written and asked if our zoning is possibly out dated. Mr. Miller stated that the zoning is probably not written for the type of facility that is built today for this use. After some discussion, Mr. Kreider stated the whole area along there is zoned Rural and he feels it should be changed to Agricultural because he stated as long as it is zoned Rural, this type of thing can go in and he was not sure this is what we would want to happen all down through that area. Mr. Bauder agreed that some of the Rural area should be changed to Agricultural because there are a lot of farms there. Mr. Kreider asked if this request includes the small part of property owned by Mr. Funk and zoned Commercial. Mr. Miller stated no, it is not included in this request. Mr. Breneman made a motion to refer this request to the MTPC and the LCPC for review and recommendation. Mr. Herr seconded the motion, which carried unanimously.

2008 Budget Presentation – Mr. Strohecker presented the prepared 2008 Budget and stated that there have been four public workshop sessions to prepare this budget. Mr. Strohecker started with taxes, listing the top three being millage, transfer tax and earned income tax. He stated that there are no tax increases proposed for the 2008 budget and that these three taxes are the main income for the General Fund. He noted that the Supervisors have requested that the street light tax be

discontinued and that expense will be placed back into the General Fund where it previously was. Mr. Strohecker stated that Manor Township presently has two sewer systems and noted there will be no proposed increase in either one for the 2008 budget. Mr. Strohecker stated that Manor Township is debt free and the proposed budget for 2008 is a balanced budget. However, he stated that in order to have a balanced budget for 2008, funds need to be used from the reserves for the 2008 year. Mr. Strohecker stated that the projection for revenue for 2008 is slightly over \$4.6 million and that is a \$350,000 increase over 2007 but added there are no major changes in the increases. He noted they have added an additional fee for the SALDO reviews but are receiving a slight decrease in the revenue from building permits. Mr. Strohecker went over the breakdown of the revenues and listed the expenditures and purchases. He noted that the expenditures will reflect the streetlight expense, which will be \$130,000, liability insurance is decreasing while there is an increase in health insurance and the pension costs have gone down. Mr. Strohecker stated that out of the \$545,000 increase for next year the two main reasons are the streetlight cost and the increase in health insurance. Mr. Bauder asked how much of an increase there was for health insurance. Mr. Strohecker stated the increase from 2007 to 2008 is \$300,000. Mr. Smith stated this amount is not a dollar for dollar increase, but was a reflection of an adjustment for census and covering dependents. Mr. Strohecker stated there are no changes in employment for 2008 showing 38 full time employees, 2 part time and approximately 15 seasonal employees. Salary increase of 3.5% across the board, and there is a promotion in the 2008 budget for two sergeants in the police department. Mr. Strohecker went over the Capital Fund listing the revenue for 2008 at 1 million dollars from LCSWMA and \$65,000 interest in the bank account. He noted the 2008 expenditures are just under \$900,000 dollars and noted that the remaining balance will go into reserves. Mr. Strohecker highlighted the budget by departments and noted that the budget will be put on line if approved. Mr. Breneman thanked everyone for all the hard work on the budget this year.

Jim Huber, 113 Shannon Drive, asked if copies of the budget will be available. Mr. May stated yes, you may pick them up at the Township office.

Bonnie Miller, 113 Bent Tree Drive, asked who all is covered under the medical coverage besides the 38 full time employees. Mr. Strohecker stated we have retirees and their spouses covered. Ms Miller asked if anyone has ever explored self-insured programs. Mr. May stated we are already in that type of program. Ms. Miller asked what contribution the employees make to the insurance. Mr. Strohecker stated there is employee reimbursement along with deductibles and co-pays. After some discussion, Ms Miller asked what the total health care expense is. Mr. Strohecker stated the entire health care package budgeted for 2008 is \$700,000. Mr. Smith stated that because of the type program we are participating in for health insurance with multiple municipalities, we share in the risk along with rewards, so if the group does well in a year, we get significant reimbursements. Mr. Kreider stated that one thing that came out of the work sessions is the possibility of exploring health care through a large company rather than small groups like we are in now. Mr. Bauder stated that Mr. Strohecker compiled comparisons of other municipalities as part of the workshop sessions so we can compare issues. Mr. Bauder stated he was not in favor of insuring retirees and spouses, and not at all after Medicare eligibility. Ms Miller expressed concerns about the amount of money the Township pays for medical coverage with no reimbursement from the employee. Mr. Breneman stated that the non-uniform employees do pay a fee for medical monthly. Mr. Bauder stated he was not aware that they paid a monthly fee. Mr. Strohecker stated they pay \$10.00 monthly, a deductible per year and a co-pay to prescriptions. After some discussion, Mr. Breneman made a motion to adopt and advertise the proposed 2008 budget for Manor Township. Mr. Herr seconded the motion. Mr. Bauder stated that he is not happy

with the aggressive road widening items included in the budget. After some discussion, he stated he would like to spread out the planned work over the next two years. Mr. Smith stated this makes it difficult to prepare bids. Mr. Bauder stated he did not realize that Breneman Road was included in the widening and he must have missed that in the four work sessions. After some discussion, Mr. Bauder stated he would like to delay the widening on Miller Road. Mr. Breneman stated he is in favor of staying with what has been budgeted because we had worked all this out in the four work sessions. Mr. Herr stated that Mr. Harris had already postponed some other work this past year and also felt we should stay with the schedule that was already worked out. Mr. Harris stated that Breneman Road is actually scheduled to be completed in 2008 and not stretched out into 2009. He noted that there was a failure in the road that needs to be fixed and would be done at one time. It is not one listed for widening. Mr. Harris also stated that the main reason he feels they should stay with the 2008 budget schedule is because they have seen a spike in the cost of asphalt and to delay will mean significant added costs. Mr. Bauder disagreed and felt that to wait a year will save you money because you get another year of use out of the road before you have to pay to fix it even if it does cost more. Mr. Harris disagreed and stated they are trying to keep the roads from getting to a point where they have to use additional funds to rebuild a road that has been left go too long instead of maintaining the road. Mr. Bauder stated he is not questioning repaving the roads. Mr. Herr stated that if they continue to delay projects it will result in getting further behind in the schedule and he feels Mr. Harris has a good program to maintain our roads at this time. Mr. May stated it has been moved and seconded to advertise the budget as presented and post it and he called for a vote. Mr. Kreider asked if the State has increased the dollar value of the Liquid Fuel Tax that the Township receives. Mr. Harris stated that in the last two years they have updated the mileage of the Township and it does increase that amount. Mr. Strohecker stated that the detailed budget at the last workshop was less, but for tonight he did increase the revenue in the highway fund by \$50,000 because of more roads being added to their system in the update and not just an increase in what they give us. Mr. Herr stated that the State has not increased our amount for inflation but because we have updated our records in number of road miles that the township has. Mr. Harris added that the amount not only is calculated by road miles but also includes population. Mr. May stated that PSATS has been trying to get an increase in the Liquid Fuel Tax for years but has had no success. Mr. May called the question. The motion for adoption of the 2008 budget, after being moved and seconded, carried unanimously.

Agricultural Security Area Addition Richard and Shirley Falk Sr. Mr. Smith stated this is the second time this petition has been presented. It was presented in the September Supervisors Meeting but stipulation in law requires that it must come by certified mail and it did not. This time we have received this request by certified mail and Mr. Smith recommended approval. Mr. Herr asked when the 180-day process would start. Mr. Smith noted it would start at the time when we have received it by certified mail and not when the first request was received in September. Mr. Kreider made a motion to adopt this request from Richard and Shirley Falk Sr. for addition to the Agricultural Security Area and use the 180-day process. Mr. Breneman seconded the motion, which carried unanimously.

Act 14 Notification Little Conestoga Creek Restoration – Mr. May explained there has been a lot of degradation along the creek at the Conestoga Country Club golf course, mainly because there is no buffer of the stream in that area. He stated they have received a grant to help work on this problem, they will be working with DEP and this is notification that they will be doing so. Mr.

Breneman stated the work also is to be done at the Weimer property next to the golf course. After some discussion, Mr. Smith asked if the Supervisors would like to receive a copy of the work being done. The Supervisors agreed that they would like to receive that information.

Fireworks Ordinance Review – Mr. Smith stated that in October the Conestoga Country Club held an event where they did obtain a permit for a fireworks display. He noted that the Township received two complaints, along with some Supervisors, about the noise. The residents that complained stated they were not notified about the event and were alarmed at the noise. Joan Matterness, 213 Sutherland Road noted that she attended those fireworks and enjoyed them. Jerry Stoll, 1766 Colonial Manor Rd, complained that the fireworks were too loud and they were not notified that they were being held and the noise scared them. Mr. May stated that Mr. Kreider has suggested that we modify the fireworks ordinance. Mr. Kreider stated that we could modify the ordinance and have the permit request go before the Board of Supervisors for approval. He noted that they could require a 90-day time frame for the applicant to apply for the permit and that would give the Supervisors time to act on it and it would be reflected in the monthly minutes and this would take the place of notifying the public in any other manner or any advertisement. Ms Stoll still had a problem with how loud they were this past time. Mr. May asked the opinion of the Board. Mr. Smith stated that the Supervisors may limit the regulations however it is unlawful to prohibit firework displays and gave several suggestions on amending the ordinance. Mr. Breneman suggested they get some other information and have time to review it. After some discussion, Mr. Smith suggested that he and the staff prepare a draft ordinance as a place to start.

Correspondence

Mr. Smith stated there are three requests. Mr. Smith requested Rita Young attend the Tax Collection Guidance Seminar for a cost of \$75.00 to comply with tax certification. Mr. Smith noted a request from Mike Dickert, to attend the Sports Turf Managers Association Annual Conference & Exhibition. He stated that Mr. Dickert is a member of that organization and they will pay for his accommodations and airfare to the convention and the Township shall pay \$530 for the registration fees. The third request is from Chief Graeff requesting Cpl. Strock attend the statewide Crime Prevention Conference with the cost being \$30.00. Mr. Smith asked if there were any questions. Mr. Kreider asked Chief Graeff about the information provided for Cpl. Strock and if he would be staying overnight. Chief Graeff stated that Cpl. Strock will not be staying overnight and the only cost involved will be the \$30.00. Mr. Bauder made a motion to approve Rita Young attending the Tax Collection Guidance Seminar with expenses paid. Mr. Kreider seconded the motion, which carried unanimously. Mr. Bauder stated he has a problem approving the conference for the Sports Turf Managers Association noting Mr. Dickert attended four seminars last year and this is the second one for this year and he feels it is not necessary. Mr. Kreider agreed with Mr. Bauder noting he feels Mr. Dickert is well versed on turf management and sees no reason to go to this. Mr. Bauder stated he has compared this to other departments and also noted that this would be a four-day absence from work. Mr. May asked if there are any turf seminars closer. Mr. Smith stated yes, but this is the Annual Conference. Mr. Bauder made a motion approving Cpl. Strock to attend the seminar at State College with the necessary expenses paid. Mr. Breneman seconded the motion, which carried unanimously. Mr. May called for a motion to send Mr. Dickert to the Sports Turf Managers Association Annual Conference. No motion was made and the request died for lack of a motion. Mr. Breneman noted that there was information included with Cpl. Strock's request, that it looks like the department will be getting lap top computers.

Traffic Commission

Chief Graeff stated Traffic Commission Meeting was held Oct. 31, 2007 with all members present. He went over old business noting last month's complaint for Redwood Drive with a request for a speed check. Chief Graeff stated the study did not warrant any problem. He also noted a request for a Stop Sign, stating that Officer Gardner's traffic study indicates there should be a Stop Sign placed at Yorkshire Way at Hampden Drive but not making it a multi stop intersection. He noted that speed limit signs were installed on Forry Road and a traffic study was done on Sun Lane with a recommendation that a 35 MPH speed zone be established. Chief Graeff noted under new business there was a request from a resident on Owl Bridge Road about her unsafe entrance to her property. Chief stated he went out to the residence and recommended that she try to use her other entrance and recommended that a hidden driveway sign be placed at her driveway at 404 Owl Bridge Road. He stated there was a request for a "watch children" sign to be placed at 2146 West Ridge Drive. Chief Graeff stated there is already a sign at one end of the street but it is faded, so they will be replacing that and he recommended a "watch children" sign be placed at the other end of West Ridge Drive. Mr. Bauder made a motion to approve the Sun Lane speed limit, the stop sign at Hampden Drive, the Children at Play sign on West Ridge Drive and the hidden driveway sign on Owl Bridge Road. Mr. Kreider seconded the motion, which carried unanimously.

Police Report

Chief Graeff went over his report noting the number of arrests and accidents for the month along with a letter from Cpl. Strock about the Citizens Police Academy noting the citizens are really enjoying this program. He stated it is going very well and approx. 22 people are attending on a regular basis. Chief Graeff noted a letter he received from Mr. Brad Singer who was thanking the Officer that stopped him for a headlight that was out. The letter commended Officer Mark Burkholder for his professional manner.

Road Foreman's Report

Mr. Harris stated he has submitted his report and added that leaf collection has been light this year compared to this time last year. He went over the work schedule coming up and also stated that they are in the process of upgrading the signs in the Township. Mr. Kreider stated that he has been hearing good comments about the job that the road crew has been doing. He also stated that he did tell some residents that the Township is probably going to extend the leaf collection until most of the leaves are down. Mr. Harris noted the newsletter states that they usually conclude leaf collection the first full week of December. Mr. Harris stated that to extend leaf collection past that date puts them at risk for bad weather and not being prepared if it snows. Mr. Smith stated that they have discussed this issue this year but they are hoping they do not have to consider extending the collection because if we would have freezing rain while the leaf boxes are on the trucks, the crew would not be able to salt the roads and it takes hours to change the trucks over for that maintenance. Mr. May stated that the issue of the clear site triangle at Bender and Bender Mill Roads was brought to his attention again and it is still a problem. Mr. May stated he has asked the Solicitor if we can just go and cut the trees causing the problem. He was advised that we need more information before acting. Mr. Smith stated the thing is there really have not been any accidents due to this but if the Board wants Staff to pursue this they will. Mr. Smith noted that they could notify the property owner.

Parks and Grounds Report

Mr. Smith stated that Mr. Dickert has submitted his report. He noted that number 11 of the report list that the signs have been installed at the entrance to Springdale Farms Natural Area.

Assistance Managers Report

Mr. Smith stated there was no report for tonight.

Managers Report

Mr. Smith stated he does not have a written report for tonight but did want to mention two things. He stated that the Staff continues to review the 12-hour shift for the police department and has a scheduled call coming in Monday to look into some of the language for what could be deemed gray areas. He also stated that he needs direction to advertise for the auditors for 2007 and he would have Solicitor Goodman prepare that ordinance. Mr. Smith stated in the past they have used Hess & Hess and he recommended we use the same for the 2007 audit. Mr. Bauder questioned Mr. Smith, and asked if the auditor needs to be appointed at this time. He expressed concerns that the audit is more expensive than that of neighboring townships and he asked if we are able to advertise for other people to do the audit. Mr. Smith stated that there is a requirement that we advertised the specific firm that will be conducting the audit. Mr. Bauder asked when the audit is conducted. Mr. Smith stated they start in the beginning of the year. Mr. Strohecker stated they may come in the end of the year to get a few things done, but the bulk is done the second and third week in January. Mr. Bauder stated in his opinion he would like to see different auditors because when he served on the school board they wanted people to come in that did not know any names. Mr. May stated he would be open to that and he knows that the Conestoga Title Ins. Co. is required to have different auditors periodically but it can be a different individual in the same firm. Mr. Smith stated we already do that. Mr. Strohecker added that every two to three years, the firm does rotate the auditors that conduct the audit and if we would like to maintain the 30 plus years that we have been working with Hess and Hess, we could make that requirement. Mr. Bauder stated that West Hempfield's audit costs less than ours does. Mr. May stated that if we go to a new firm, initially it could cost more because they would have to set up to do it. Mr. Kreider asked Mr. Strohecker what he feels about the audit and if he feels it is an advantage to change or if we are being over charged. Mr. Kreider stated that he trusts Mr. Strohecker's opinion on this. Mr. Strohecker stated that he feels Hess & Hess does a very fine job for what they charge the Township, noting it is currently \$14,000 for the audit. He stated the services they provide are more than just the three weeks of the audit and extend throughout the year with questions on taxes, or whatever bookkeeping needs might be and there is no charge. He stated that as Supervisors, they need to recognize the purpose of the audit and that is to keep him and his department and the manager accountable over the finances. Mr. Strohecker stated that he appreciates Mr. Kreider asking his opinion, but he is asking an opinion for someone who is to keep him accountable. Mr. Smith noted that there are fewer audit firms available to do municipal audits because of the nature of municipal government. Mr. Kreider stated there are three appointed auditors in the Township and asked if they could work with who ever is conducting the auditor and look over their shoulder. Mr. Breneman agreed but was not sure the appointed auditors for the Township would be qualified or could take that time. Mr. Strohecker stated the auditors would probably not want people looking over their shoulders because they would not want to be answering questions, they come in do their job and leave. Mr. Bauder stated he needs more time because he is not prepared to speak about this tonight. After some discussion, Mr. Smith stated we must be aware of the time frames

and the deadline when we need to file the audit. Mr. Kreider asked if any of the township auditors have ever been invited in to look over the summery of the audit and questioned why we have them if they are not asked to do anything. He would like to have the township auditors be able to meet with the hired auditors and go over the audit. Mr. Smith stated this would not be a bad idea, but the Supervisors should keep in mind that if they schedule this there would be a fee to do this. Mr. Bauder stated that when he was on the school board the auditors would address the board on issues and he wants the auditors to be tough. Mr. Smith stated that if the Board wants a formal presentation that can be arranged but there is an added fee for all that. Mr. Kreider proposed that when the audit is complete, then we should have our elected auditors come in and ask questions as they review it. Mr. Herr asked what the three elected auditors presently do. Mr. Kreider stated that at this point they don't do anything because their job is to set the wage for a working Supervisor and we do not have that. Mr. Smith stated he is uncomfortable with the time elements at this point and recommended that they move forward with Hess & Hess for this year and make a commitment that alternative firms are provided for next year. Mr. Kreider and Mr. Bauder stated we were going to do that this past year and it did not get done. Mr. Bauder stated that he did not know that this was the time we needed to appoint the auditor and it caught him by surprise. Mr. Bauder made a motion to table appointing the auditors until the December meeting. Mr. Kreider seconded the motion, which carried unanimously.

Building Permit Report

Mr. Kreider read the building permit report. He listed amount of permits for the month and dollar values.

There being no further business, Mr. Kreider made a motion to adjourn the meeting at 9:10 PM, seconded by Mr. May. The motion carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

December 3, 2007

7:30 PM

Chairman John May called the meeting to order at 7:30 PM in the Manor Township Municipal Building, 950 West Fairway Drive, Lancaster, PA. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, Jay Breneman, L.Allen Kreider, Allan Herr and Richard Bauder.

Staff present: Barry Smith, Bill Laudien, Ryan Strohecker, Mark Harris, Chief Graeff, Mike Dickert and Rita Young.

Visitors present: See attached.

Minutes – Mr. Kreider made a motion to approve the November 2, 2007 minutes as drafted. Mr. Breneman seconded the motion, which carried unanimously.

Mr. May introduced visitor, Bryan Cutler, Manor Township Representative from the 100th District, serving the Southern part of Manor Township. Mr. May thanked him for coming and stated that he has been reading about the good efforts has been doing for open and honest government and the Sunshine Act. Mr. Cutler stated he ran his campaign on openness and transparencies of government as well as being accessible to the people. He stated he has been visiting public meetings in his district to take time to talk to people and answer any questions. Mr. May thanked him for stopping by.

Bills - Mr. Breneman made a motion to approve the bills as listed for payment. Mr. Bauder seconded the motion, which carried unanimously.

Financial Report – Mr. May asked if there were any items to comment on. Mr. Smith stated no. Mr. Herr made a motion to approve the Financial Report as submitted. Mr. Kreider seconded the motion, which carried unanimously.

Solicitors Report – Mr. Smith stated no specific report but noted that the Solicitors have been busy as they continue to work on the appeal process and current application for Wal-Mart and also the drafting of a fireworks ordinance.

Business From the Floor

Harold Barley, 728 Walnut Hill Road, asked if anything new has materialized about repairing the bridge on Creek Road, and if the Supervisors have considered forming a committee to go into the County and present this to the new County Commissioners. Mr. Barley also stated that he feels the Supervisors need to stay unified on the issue as a Board. He expressed concerns that even though it is a small area, it serves a need for the Boys Club and it does help spread traffic out in that area. Mr. May agreed that with having three new Commissioners in the County, he is interested in seeing what their position will be on this issue.

John Gentile, 304 Stone Creek Road, expressed concerns about a situation that is taking place along the wetlands that boarder his property in Woods Edge Development. He gave the Supervisors pictures showing a substantial amount of white plastic bags filled with dog waste that are being thrown along the banks of the wetlands after someone is walking their dog and picking up after it. Mr. Gentile stated that he has tried to see who is doing this but has not had any success. He asked the Supervisors if the area could be posted for littering or what help they might give. Mr. Gentile stated that he has gone to the Homeowners Association but was told the area is Manor Township property. Mr. Bauder asked Mr. Dickert if there was any type of waste containers available in this location. Mr. Dickert stated there are trash barrels at the park area but not at this specific location. Mr. Smith stated the Township will look into this. Mr. Breneman asked if these

bags are the ones that are being provided by the Township for picking up dog litter. Mr. Dickert stated the Township bags are green and the ones being thrown here in the picture are white.

Bonnie Miller, 113 Bent Tree Drive, stated she has been a long time resident of Woods Edge and now has concerns about decisions that the Board has been making and will be making concerning other communities coming into Manor Township. She expressed concerns that if she brought a large group of people in with her to support an issue, then the Supervisors would change their opinion to go along with them. She felt this happened when the 20 residents changed the opinion of the Supervisors in their decision to change the zoning classification of Wheatfields. Ms Miller stated that Stone Mill is currently zoned High Density Flex and in her opinion, the plan that was presented at the last MTPC meeting was a horrible plan. She noted through independent investigations, she finds that this area can be changed to Medium Density, if we have discussions with the developer and if we have discussions with the Board. Ms Millers stated if necessary she can bring 50 plus people in for discussions. Ms. Miller informed the Supervisors that they can go before the Agricultural Preservation Board and discuss Stone Mill Road, and she noted that she is hoping they will do that and request relief on this. Ms Miller also noted that there are three farms in the lower part of the Township, near the Conestoga Creek, that are currently zoned Rural and she is requesting that before any problems occur there, the Board rezone these three farms to Agricultural Zoning.

Old Business

Mr. May noted that the Rails Trails is a project he has been working on and he has received six valuation maps from Norfolk Southern showing our area of what we are trying to convert to the rail trail. He also presented a map showing Norfolk Southern holdings from Columbia down to Safe Harbor. Mr. May stated he has found an appraiser who will appraise this and the bridge, because this is something that is needed. Mr. Smith added that he did talk to the appraiser and he has indicated that we should have an appraisal back sometime in 2008. He stated they will help us set up what our needs are and when that occurs, we will be able to set up another meeting with Norfolk Southern for discussions.

Mr. May stated there are vacancies that will be occurring on some of our Boards in 2008 and we currently have received one resume. Mr. Smith stated a press release has been issued and it should be in the paper by the end of this week to request any interested people. Mr. May noted that some of the Boards may need two people to serve. Mr. Smith noted that the press release is a general appeal for any volunteers who want to serve on any of our boards.

New Business

Ordinance 7-2007 Changing Two Tracts from Rural Zone to Low Density Residential Flex Zone - Petition by Wheatfield Developers Mr. Smith stated this project has been going on over a course of time and this ordinance explains the request to change the Zoning Map through the Wheatfield proposal of going from Rural Zoning to Low Density Residential Flex. Mr. Smith noted that the ordinance has been properly advertised. He stated that they have received comments from MTPC and the LCPC, and after being reviewed both Commissions recommended against the rezoning. Mr. Jim Thomas, on behalf of the applicant Wheatfield Developers, stated the owner is Laverne Horning and Developers are David Charles and Vic Kicera. Mr. Thomas reviewed the history on the 133 acre tract zoned Rural, and stated that it is in the Urban Growth Area and is served by public water and sewer. He stated in 2003-2004 a petition was presented to rezone to High Density for a plan with an active adult community of 333 units, it met with great opposition

and it was withdrawn. In 2005 a petition was filed to rezone it to High Density Residential Flex for a planned community for 371 units and again it was met with much opposition and the plan was withdrawn. In 2007 there were alternative proposals filed. One to rezone to Medium Density Flex which would have included 230 units and another proposal with conditional use for a mobile home park that would have been 499 units. Mr. Thomas stated that after discussions, the applicant requested that the conditional use proceedings for the mobile home park be put on hold and changed the request to low density flex. Now only single-family homes can be developed with a total of 220 – 230 homes. Mr. Thomas stated we now have a compromise for this site, after hearings and the assistance of Mr. Ott, who has been very helpful, along with Mr. Smith, there have been productive discussions. Mr. Thomas noted that three of the seven members of the MTPC voted, and the final vote was 2-1 on the issue of the density. The LCPC based their decision on density also. Mr. Thomas noted that the final decision for this property lies in the hands of the Supervisors and noted that this land, because of the topography will never support the high density that the County and the MTPC would like to see. Mr. Thomas stated that the Supervisors had encouraged the residents and the developers to talk and compromise and that is what has been accomplished. Mr. Thomas went over several areas they worked out and asked the Supervisors to support this plan and move on. He noted that if this is approved and goes through then the plan would be that the conditional use application for the mobile home park will be withdrawn. Mr. May stated he is sensitive to the fact that both LCPC and MTPC have voted against this rezoning, however he does know that the topography on this tract of land is different and even includes some flood plain. Mr. May stated that if we did not rezone to Low Density Flex and did Medium or High Density, would the developer still do this. Mr. Thomas stated that this plan stated tonight is the plan that Charles & Kicera will go forward with, so it really would not make a difference. Mr. Bauder stated that this is not the only development proposed in this area. He stated LASA has already committed to extend sewer into Letort Development and that will bring new homes to the Letort area. Mr. Bauder felt this is a fair compromise and stated we already have a lot of high density along RT 462, along with Manor Oaks and Eagle Heights. Mr. Bauder also expressed traffic concerns. Mr. May noted that the Regional Comprehensive Plan states that the Township must have enough land available to carry the increase in population, which he believes we do have. Mr. Bauder noted proposed developments that are coming and feels this area supports what was agreed upon between the neighbors and developers. Mr. Kreider agreed with Mr. Bauder and stated he feels this will suit the rural area and feels the way this was worked out is what it is all about. In Mr. Kreider's opinion, it is their job as Supervisors to try to make peace with the people in the community and not just please the people on the commissions. He felt this area is rural and high density would be too much of a change for the neighborhood. Mr. Kreider also agreed with Ms Miller and there are other areas in the Township that are currently zoned rural and should be rezoned to agricultural so we can avoid problems like this in the future. Mr. Herr stated that he values the LCPC and the MTPC opinions however he also appreciates the way both sides worked hard to come to an agreement and he can support this. Mr. Breneman agreed but noted his biggest concern is that he does not like going against the MTPC decision.

Chip Trautman, 120 Stable Drive, stated he is in favor of the low-density proposal and he feels it was a reasonable compromise. He noted that recently the MTPC did state that high density really was not appropriate for this area and that is even more reason not to go back to the possibility of a mobile home park being located there. He felt this will minimize the negative impact of development in the area and he is in favor of this proposal.

Jackie Gumpper, 1005 Hearthstone Road, stated that the developers are proposing to put 220 to 230 units in this area anyway and the reason to rezone is to give a few restrictions and security.

Mr. Bauder stated that rezoning the tract will protect the area if the developer would choose to sell the land now and the new owner could go back to more homes.

Mr. Kreider made a motion to rezone and amend the zoning map for the requested two tracts of land from (R) Rural Zone to (RL1) Low Density Residential Flex Zone. Mr. Bauder seconded the motion, which carried unanimously.

Ordinance 8-2007 Restated Amended Uniform Construction Code Appeals Board – Mr. Smith stated there are two entities that want to become part of the appeals Board and because of this, it is necessary to change the ordinance and amend the agreement. The proposal is to change the ordinance and then deal with the agreement. Mr. Smith noted that LIMC took care of all the advertising requirements and necessary issues and it is presented tonight for the Boards consideration. Mr. May stated the addition is Strasburg Borough and Columbia Borough. Mr. Kreider stated that the existing Board is in agreement. Mr. Breneman made a motion to adopt Ordinance # 8-2007, seconded by Mr. Bauder. The motion carried unanimously.

Restated Amended Agreement for Uniform Construction Code Appeals - Mr. Breneman made a motion to adopt the agreement for the Uniform Construction Code and authorize the Chairman and Mr. Smith, secretary, to sign the agreement. Mr. Herr seconded the motion, which carried unanimously.

SALDO - Mr. May stated that the next four items are SALDO items. He explained that when Sub Division plans are brought in and approved, the final plan will later need signed by the Chairman of the Board and the Planning Commission. He noted that since the responsible people may not always be available, there is authority available to have these signatures delegated to someone else in the office. After some discussion, Mr. Bauder made a motion to designate Mr. Smith as alternate signatory for Mr. May, Chairman of the Board with Mr. Laudien designated if Mr. Smith is not available and also named Mr. Ott to be designated as the alternate signatory for the Planning Commission with Mr. Laudien designated if Mr. Ott is not available. Mr. Kreider seconded the motion, which carried unanimously.

SALDO – Richard Rohrer Final Plan Action Item – Mr. Smith stated plans have been received for a final subdivision plan for Richard D. Rohrer located on Forrey Road. He stated it has been reviewed by MTPC with a recommendation that the Board conditionally approve the final subdivision plan based on compliance with a letter from Rettew Associates. Mr. Smith listed the requested modifications as follows: 1) Plan Scale - A request for a plan modification to be presented at a scale of 200 feet equal to one inch in order to fit the entire deed plot on one sheet instead of the required maximum scale of 50 feet equal to one inch for the deed plot and Rettew recommends approval 2) Wet Lands – A request for relief in the wet lands study with Rettew recommending this request be denied noting at a minimum a wet lands study needs to be provided for the disturbed area of the proposed lot. Also noted in the letter is that any future construction upon lot 1 and lot 2 will require an approved wet lands study 3) Request for a modification for Farm Land Separation Distance where Rettew concurred that this modification should be granted. Mr. Smith noted the remaining issues are included on the plan itself. 4) Storm Water Management – Rettew has listed 12 comments and Mr. Smith is recommending they approve this contingent upon all 12 conditions being met upon the engineer's review of the storm water plan. Andrew Collier, Strausser Surveying, stated that they have withdrawn the request for Modification Section 403.6.E – Wet Lands Study and are providing a letter from the Environmental consultant stating that he has determined that there are no wetlands at the site. He also noted that they are providing a

letter from Mr. Dave Lockard, SEO for Manor Township, stating an exemption is within reason. Mr. Collier noted they are asking the Board for written verification of approval exempting Mr. Rohrer from providing a DEP Module. After some discussion, Mr. Kreider made a motion to approve the request for modification of requirement of maximum scale of fifty feet equal to one inch. Mr. Herr seconded the motion, which carried unanimously. Mr. May stated that the request for modification of the wetland study has been withdrawn. Mr. Breneman made a motion to approve the modification request for Section 507.3B for the farmland separation distance. Mr. Herr seconded the motion, which carried unanimously.

SALDO – Millersville Fire Company Time Extension - Mr. Smith stated that the Millersville Fire Company has requested that the Manor Township Board of Supervisors grant a time extension until March 10, 2008 so they can review the plan for the 3000 Blue Rock Road project. He noted they are requesting this extension for added time to address comments raised by the Township review engineer. Mr. Bauder made a motion to grant the time extension for Millersville Fire Company until March 10, 2008. Mr. Herr seconded the motion, which carried unanimously.

SALDO – Connie Schnetzka Final Subdivision Plan - Mr. Smith stated this briefing item is the final subdivision plan for Connie Schnetzka located on the N side of Shultz Rd at Franklin Rd. It consists of: lot 1 containing 2.2 acres and the remaining land, lot 2, 3.17 acres. He noted both will have on lot water and septic with Rural zoning.

SALDO – George & Linda Syder Final Subdivision Plan - Mr. Smith stated this briefing item is for George & Linda Syder, 216 Ironstone Ridge Road, and is a 2.11 acre tract proposing 2 lots, being lot 1 containing 1.183 acres with existing dwelling and garage and lot 2 will be .94 acre. He stated both lots will have public sewer and water and are zoned Low Density Residential.

2008 Budget – Mr. Smith stated that the 2008 Budget has been properly advertised and has been available for review. He noted there have been previous work sessions and feels they have been very productive. Mr. Kreider thanked the Staff and all involved in the work sessions and agreed they have been very productive and he is comfortable with this 2008 Budget. Mr. Herr stated that each department has provided good projections for the next 5 to 10 years and this has been a big help in preparing the Budget. Mr. May asked if the amount to the public library has been increased over the years. Mr. Smith stated yes. Mr. Breneman made a motion to approve the 2008 Budget that has been presented. Mr. Herr seconded the motion. Mr. Bauder stated that he would like to see a comparison of the past year and this year. Mr. Smith stated they can make that available. Mr. Bauder stated he feels this give an appreciation of how things have increased, like health care. Mr. Jim Huber, 113 Shannon Drive, asked if a copy of the budget is available and if the comparisons were available in the work sessions. Mr. Smith stated yes the budget is available in the office. Mrs. Bonnie Miller, 113 Bent Tree Drive, commented on the projections that were made for the next 5 to 10 years for the budget. Mr. May stated it has been moved and seconded to adopt the 2008 Budget and called for the vote. The motion to pass the 2008 Budget carried unanimously with a 5-0 vote. Mr. Breneman stated there are two large items listed in the 2008 Budget. One is a tractor and one a dump truck. He noted that prices for 2008 will probably increase and if we would lock the prices in now for the equipment, and take delivery for 2008, we could save money. Mr. Harris stated they have done that in the past and feels it would be a good thing to do again, noting that he was going to recommend that in his report. After some discussion, Mr. May made a motion to issue letters of intent for both, the tractor and the dump truck, to be purchased with delivery for 2008. Mr. Breneman seconded the motion. Mr. Kreider asked if anyone looked into comparative prices on these purchases. Mr. Breneman noted these are state contracts prices. Mr. Harris stated yes, we have met with several vendors to compare everything

and at this time the best way for these items to be purchased is to go with the State contract. Mr. Herr explained several ways that the state purchases work and stated he would not vote on this motion because of a conflict of interest. After calling for the vote, the motion carried with a 4-0 vote noting that Mr. Herr abstained.

Street Light Tax – Mr. May stated that the Manor Township Street Light Tax is still on the books and has not been repealed. He noted that we do need to have a motion that would reflect not collecting the tax for 2008 or they would be in violation of their own ordinance. Mr. Bauder stated that this would mean the ordinance stays on the books, but we are not collecting it at this time. Mr. Smith stated that he felt this is the proper way to address this because the budget does not include the street light tax. He noted that the motion would omit it for a time frame and does not repeal the ordinance. Mr. May made a motion not to collect the Manor Township Street Light Tax for the period of January 1, 2008 thru December 31, 2008. Mr. Kreider seconded the motion, which carried unanimously.

Agreement of Sale – Mr. Smith stated this purchase is for the property located behind the Manor Township Maintenance Building, know as the KL Smith property. He stated that Township Code requirement is for two appraisals, one from the Township and one from the landowner. Both have done that and have agreed on a price of \$135,000 being an average of the two. Mr. May questioned the transfer tax for the sale of the property and if a Municipality is exempt from that tax. Mr. Smith stated he will make sure he checks into the transfer tax at settlement. Mr. Smith stated this is a valuable property for the Township to purchase because of storage. Mr. Bauder stated that the Township has already been using some of the property for years. Mr. Smith agreed and stated that there was an agreement worked out with the owner for use of that property. Mr. Herr made a motion to execute the agreement of sale for the KL Smith property for \$135,000. Mr. Breneman seconded the motion, which carried unanimously.

Promotions to Sergeant – Mr. May noted information from Chief Graeff for the promotion of two Sergeants. He stated that the Chief has provided the backgrounds, schooling and qualifications of the two top candidates for the positions. Mr. May asked Mr. Smith and Chief Graeff if they would like to address this. Mr. Smith stated he would like to address this, noting that there are no questions about the process or the qualifications of the applicants. He stated that at the past work session that was held on the police department the original request was for three sergeants and the Board determined that they would consider two promotions to patrol sergeants. Mr. Smith stated that the Chief has indicated his two recommendations and as the Manager of the Township, Mr. Smith stated it is his recommendation to approve the promotion of Officer Gundel effective January 1, 2008 and the seconded promotion for current Detective Jim Alexander, he is suggesting that they hold that promotion pending the replacement of him in the detective division. Mr. Smith noted that there are only two detectives, Jim being one, and the Chief has indicated that he has intentions of reassigning one of our patrolman to that position, however Mr. Smith stated that he would want Jim to be there for a period of time, until the Township is comfortable that the replacement is adequate. Mr. Smith noted that whether it would be a couple weeks or a couple months, it would be determined by the Chief's evaluation and the delay to sergeant would not be intended to say that Jim is not competent or worthy to be promoted to Sergeant of Patrol, it is a matter of using our resources. Mr. Bauder asked if they could just approve the two positions of sergeant and have a constraint on the time. Mr. Smith stated he would be uncomfortable with approving the position without approving an actual starting date and added that the positions of sergeants do exist, so you would not be creating new positions, just approving the people to fill those positions. Mr. Smith stated he is uncomfortable stating that Jim Alexander is promoted to

sergeant without a specific starting date and feels it is not prudent on the part of the Township to promote him to sergeant while he would continue to work in the detective division until we promote him to sergeant of the patrol division. Mr. Bauder asked Mr. Smith if he would want to hold off on the promotion for Detective Alexander but promote Officer Gundel. Mr. Smith stated yes until the Chief would get back to them assuring the detective unit is staffed. Mr. May made a motion to approve the promotion of Carolyn Gundel to the position of Sergeant, effective January 1, 2008. Mr. Bauder seconded the motion. Chief Graeff stated that he respectfully disagrees with Mr. Smith, as he had told him in their discussion earlier. Chief Graeff stated that the reason he disagrees is that he does not see where promotion of a detective has anything to do with this promotion of sergeant, and that even with Mr. Smith's explanation, he really disagrees with the analogy of it. Chief Graeff felt Detective Alexander could be promoted to sergeant whether he remains where he is for three weeks or three months noting if he left or retired, there would not be anyone in that event either. He stated in his opinion, you should not hold up one promotion for another promotion. Mr. Bauder asked if Detective Alexander would be performing both functions. Chief Graeff stated that part of this problem is that in the beginning he asked for three sergeants and the Board agreed on two. He explained that his plan had been for two patrol sergeants for 12 hour shifts and one detective sergeant for administration and detective work. The decision agreed upon by the Board was for two sergeants both on patrol, and he respectfully disagrees but accepts that decision, however they have not gone to 12 hour shifts and stated it does not seem like they will be doing that anytime soon because they have not received anything back from the attorney for improvements on the MOU. Chief Graeff explained that since the change in shifts is not taking place right now it would give time for training, however, Chief Graeff explained that he still feels the department needs to have one more patrol sergeant and one detective sergeant position. He is not asking that Detective Alexander be promoted to detective sergeant but he is asking to have two people promoted to sergeant, one will do patrol and one will do detective and then once the detective unit gets going, he will go to patrol. Mr. May asked if Chief Graeff wants both sergeants to be effective January 1, 2008. Chief Graeff stated yes. Mr. Bauder asked if Mr. Alexander will ultimately then be a uniformed officer and the Chief stated yes. Mr. Kreider stated that since we are not forced to make this move tonight, he would like 30 days to talk to Mr. Smith and discuss this discrepancy between Management and the Chief. Mr. May agreed. Mr. Bauder stated that if this promotion is delayed for Detective Alexander tonight, it will affect his salary and if he was anticipating this change for January 1, 2008, it may be a problem and he would like to avoid any problem. Mr. Breneman asked Chief Graeff if Detective Alexander would be able to be a patrol sergeant and make the transition with a new person. Chief Graeff stated that in his opinion Detective Alexander can do this and he actually feels this type of transition may be better. Mr. Bauder felt there should not be any delay because of the budget and a delay may also cause some antagonism. Mr. Smith stated that this is not an entitlement; it is a use of manpower as you deem it to be necessary. Mr. Herr expressed concerns with a possible void in the detective unit and being able to adequately cover the training. Chief again stated he feels it can work adding that there is going to be a transition period for anyone that gets promoted. Mr. Smith agreed but again stated that his position is that in the work sessions the promotion was for patrol sergeant and he sees it being a cleaner break once they are convinced that the detective division is adequately staffed. He stated at that point the transition is a clean break, you become a patrol sergeant and you are no longer involved in the detective division, just a difference of opinion in making this occur. Mr. Breneman noted that it was stated that there will be a 6 or 12 months probationary period and he would like to see that set at 12 months. Mr. May asked if we could address this at the January 7,

2008 meeting and make it retroactive to the 1st of January. Mr. Smith stated you could. Mr. Bauder stated he would consider promoting one and table the other if we could make it retroactive to the 1st of January. Mr. Breneman stated that the candidates have gone through the process and he disagrees with Mr. Smith that we should wait for Det. Alexander and he has a problem splitting the promotions. Mr. Herr agreed.

Joan Matterness, 213 Sutherland Road, stated that she was present at the meeting where they welcomed this new chief as a member of the police force and at that time the Board showed a great deal of confidence in his ability to perform in the position they appointed him to. She stated that she also attended the budget meeting where the Chief told the Board what he would like to do with his force, requesting three sergeants, what he felt was needed. She noted that even though he was not granted everything he asked for, he is now presenting what he can do with what was granted. She stated that in her opinion it is time to stand behind the Chief and show him the confidence they have in him by letting these promotions occur. Ms Matterness also stated that making one promotion and not the other will do nothing for moral in the department and she felt it would be very unfair to the other person in this position. She felt granting these promotions would be a good moral booster for the police force who in her opinion does a very good job for Manor Township.

Mr. May stated the motion on the floor, made by him, was to promote Officer Carolyn Gundel to Sergeant, effective January 1, 2008. Mr. Bauder seconded the motion. By vote, the motion carried unanimously.

Mr. Breneman made a motion to promote Jim Alexander to Sergeant effective January 1, 2008 and allow Chief Graeff to decide when the transition should occur as he feels the replacement for detective is ready. Mr. Laudien stated that he feels the Board should take into consideration that with the approval of this motion and the promotion there will be financial consequences. He stated that he would assume that the Police Union will take the position that once the promotion is granted then that is when Detective Alexander will receive his pay raise as a patrol sergeant which is substantially greater than his salary as a detective. Mr. Breneman stated that his motion is that the promotion for Det. Alexander will be effective January 1, 2008 and the Chief will determine when the duties are 100 % to patrol. Mr. Kreider stated that Mr. Laudien is making the point that the Police Union will say he gets the pay increase when he is promoted while he will still be active in the detective unit. Mr. Breneman stated he knows that and the motion is for the promotion to be January 1, 2008. Mr. Bauder stated that it had been included in the budget for January 1, 2008. Mr. Bauder seconded the motion to promote Jim Alexander to Sergeant effective January 1, 2008. The motion carried with a 4 – 1 vote, with Mr. Kreider voting no.

Mr. Breneman made a motion that there be a probationary period for both promotions of Sergeant for one year. Mr. Herr seconded the motion, which carried unanimously.

Letter of Credit – Penn Manor Mr. Smith stated they have received a request to release the Penn Manor Maintenance Building Letter of Credit. Mr. Smith stated they have met their obligations along with the time frame and he is recommending the Supervisors authorize the release of Penn Manor School District Letter of Credit Fulton Bank No. D003842. Mr. Bauder made a motion that Letter of Credit #D003842 be released for the Penn Manor School District. Mr. May seconded the motion, which carried unanimously.

Crossgates Phase VII Letter of Credit – Mr. May stated this is an Improvement Guarantee reduction for Crossgates Phase VII. He noted it is Fulton Bank Letter of Credit No D003971 currently for \$1,396,749.45. Mr. Smith stated that the applicant has completed the necessary items as listed and has requested a reduction of \$680,413.14 leaving a balance of \$716,336.31. Mr. Herr

made a motion to reduce the Letter of Credit for Penn Manor School District No.D003971, which leaves a balance of \$716,336.31. Mr. Breneman seconded the motion, which carried unanimously.

Humane League Fees – Mr. May stated that the charges for picking up dogs and taking them to the Humane League have increased greatly. He noted the fees, for the Township need to be changed to cover Township expenses, which do not at this time. After some discussion, Mr. Strohecker stated the fee at the Humane League is \$100 if we take the dog there and \$120 if they pick it up. Mr. Bauder asked how many dogs we handle. Mr. Strohecker stated there are approximately 40 to 45 dogs a year and Mr. Strohecker added that we also get charged when any Manor Township resident takes a dog to the Humane League. Mr. May made a motion to change our rates to be the same as the rates of the Humane League, seconded by Mr. Herr. The motion carried unanimously. Mr. Smith noted that this change in amount is simply to cover the costs we are being billed by the Humane League.

Drafting Ordinance for Care and Boarding Dogs at Large – Mr. May noted that this ordinance is for the care and boarding of dogs when a stray is picked up by police. Chief stated he has a sample ordinance that would basically allow us to get some of the Township loses back. He noted that right now they are getting a quarterly bill from the Humane League for \$1,000 to \$1500 and we are paying this. We want to be able to try to get some of this money back and the ordinance may help us do that. Mr. Smith stated the ordinance would also allow for a boarding fee and a license for the kennel. Chief stated that law only allows a charge of \$15.00 for the seizure of a dog, but we can get all reasonable expenses back with this. The Board agreed to forward this information to Tom Goodman to draft an ordinance. Mr. Herr suggested keeping the fee at the upper end of the scale so we don't have to change it any time soon. Chief Graeff also reminded the Board that any time a dog call comes in and that officer responds, it takes at least two hours that the officer's time.

Drafting a Noise Ordinance – Mr. Smith stated we have had communication from some residents about having a noise ordinance. He stated that we have some information, but for Staff to move forward they would like direction from the Board to state what they might want included in a noise ordinance. Mr. Breneman stated that in his opinion it should not just be a noise ordinance but an ordinance that includes noise along with nuisance things other than just noise, like barking dogs and radios. Mr. Breneman noted sample ordinances as a reference. Mr. May agreed and stated that the City has passed an ordinance that they might want to look at. Mr. Bauder had concerns with neighbors complaining about each other in high-density areas. He does not want to see our police being called to a lot of little things for no reason but he is not sure how you determine between things that need attention and normal noise like farming operations. Mr. Smith stated we do have to be specific if we do this and it will be difficult. After some discussion, Mr. May asked Chief Graeff if he has dealt with this. Chief Graeff stated he has and this type of thing can be good if crafted correctly but agrees with Mr. Smith that we need to be very careful to find the balance for it. The Board decided that it would be best to have Staff, Chief Graeff and the Solicitor draft something and present it to them for review so they would have a starting place.

Act 14 Notification Meadow Lane Dairy – Mr. May noted this is a notification for the Rohrer Dairy Farm informing the Township that they are applying for a General NPDES Permit for storm water discharges associated with construction.

Act 14 Notification Turkey Hill Dairy – The Township has received notification that Turkey Hill Dairy is applying for an application under the National Pollutant Discharge Elimination System (NPDES) to allow for the construction of a water supply pipeline.

Title 25 Notification Armstrong World Industries – Mr. May noted this is notification that Armstrong World Industries, Inc. has submitted an application to DEP for renewal of a State Only Operating Permit for the Corporate Campus in Lancaster, PA.

Correspondence

DCED Grant – Mr. Smith stated we have received notification from DCED that the agency has approved our grant application request in the amount of \$36,000 for the Police Technology Enhancement Project for the police computers. Mr. Smith noted that the notification indicates that they will make a press release within the next six weeks. Ted Gingrich asked how many computers this would be. Chief Graeff answered that it was for 11 computers.

PA Drug Education and Law Enforcement Grant Award for DARE - Mr. May acknowledged that they had received and signed the Dare Grant.

Traffic Commission Report

Chief Graeff reported signs approved at last months meeting were posted and there was a thank you letter from Susan Whitney for a driveway sign on Owl Bridge Road. He stated under new business there was a request from the O'Donoghues, for signs to be posted near the wetlands along Hershey Mill Road, because of trash and people pulling out the trees. Chief Graeff noted that Mr. Breneman was going to inquire what type of signs they would like. Mr. Breneman stated he did talk to O'Donoghues and informed them that the area has not been dedicated yet and Mr. Breneman also noted that the Manor Township Police did apprehend the person that was causing the speeding problem on Owl Bridge Road where the Whitney's requested the sign. Mr. Smith noted that requests for signs like the wet lands are actually for administrative and zoning as a regulatory sign decision and not the traffic commission.

Police Report

Chief Graeff noted information on the MA Com. Radio to keep the Supervisors updated and stated there may be people soliciting businesses in the Township for contributions to aid the Safety Programs they are planning for the Elementary Schools. He stated that he has submitted his monthly report and added that the officers have handled 15, 043 telephone and radio calls and 3525 complaints for a total number of incidents for the year at 18,568. He noted that the Dare Program is in progress again. Mr. Bauder asked about an article he saw in the newspaper stating vehicles being broken into. Chief Graeff stated that Gary Strock handles all press releases.

Road Foreman's Report

Mr. Harris stated his report has been submitted. He noted that leaf collection will be extended into the next week for one final collection and stated this past week they did collect 148 loads of leaves. He added that the leaf compost site will be open for drop off of leaves the week of the 17th.

Park & Grounds Maintenance Report

Mr. Dickert noted his report has been submitted and added that there has been an excessive amounts of cardboard being dumped off at the Manor Township Community Park collection site. He stated that during the months of December and January they will increase the pickup from twice a week to three times a week. Mr. Dickert stated that there has been a problem with other items being dumped off and this past week he has had to clean up kitchen cabinets, countertops and rolls of carpet. He noted that today there was a box of books and a refrigerator. Mr. May noted

that he did drop cardboard off and noticed the mess and stated that our maintenance people should not have to be cleaning up this type of thing. Mr. Bauder asked what the cost for this service is. Mr. Dickert stated it is \$240.a month. Mr. Bauder stated this is an expensive service and noted that when he has a pile of cardboard, he takes it to Columbia where he can dump it for nothing. Mr. Kreider stated that the Recycle Committee went to a lot of work to develop this program for residents and he thinks it is a good program. Mr. Bauder asked if there was a better way to do this. Mr. Dickert stated they have looked into having a weekend pickup but they don't pick up on weekends. After some discussion, all agreed this is a good program but not sure how to stop the abuse from the public. Mr. Laudien stated it is generally a good program and they hope this week is an isolated problem. John Gentile, 304 Stone Creek Road, stated he uses the program and noted a problem with people not breaking down the boxes also.

Assistant Managers Report

Mr. Laudien stated that the Park and Open Space Plan has moved from its data collection phase to some projection work in areas where they anticipate recreational needs hoping to complete that study by next summer. He noted that they are beginning preliminary work for the 2010 census.

Township Managers Report

Mr. Smith stated his report has been submitted. Mr. Smith stated that he wanted to inform the Supervisors that he has agreed to be an instructor at several PSATS classes and it is not in conflict with his work for the Township since all the classes are on Saturdays. Mr. May stated that is not a problem.

Building Permit Report

Mr. Kreider read the Building Permit Report stating there were 26 permits for the month of November with the year to date total at 391.

There being no further business, Mr. Breneman made a motion to adjourn the meeting at 9:45 PM. Mr. Bauder seconded the motion, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary
Rita J. Young

Manor Township Supervisors Meeting

December 7, 2007

Time 9:05 AM

Chairman John May called the meeting to order at 9:05 AM in the Manor Township Municipal Building, 950 West Fairway Drive. He led those in attendance in the pledge to the flag. Roll call was taken.

Members present: John May, Allan Herr and L. Allen Kreider.

Members absent: Jay Breneman and Richard Bauder.

Staff present: Barry Smith

Mr. May stated that this resolution is being passed in accordance with the purchase of land that is adjacent to the Manor Township Maintenance Building, 3577 Blue Rock Road, Lancaster, PA.

Mr. Smith stated that this is Resolution No. 19-2007. This resolution is accepting a deed in lieu of condemnation for property owned by Kathy L. McClune, F. Scott Smith, Debra Lynn Farmer and Susan S. Stoeckl. Mr. Smith noted that passing this resolution will also authorize him to have settlement and executed the necessary paperwork for the purchase. Mr. Smith stated that, this property was owned by KL Smith and he recommended adoption of this Ordinance #19-2007.

Mr. May made a motion to adopt Resolution #19-2007 accepting the deed in lieu of condemnation for property owned by Kathy L. McClune, F. Scott Smith, Debra Lynn Farmer and Susan S. Stoeckl and authorize Mr. Smith to execute the agreement of sale. Mr. Herr seconded the motion, which carried unanimously. Mr. Smith noted that he will take this to the Township Solicitor to execute the sale before December 31, 2007.

There being no further business, Mr. May made a motion to adjourn the meeting at 9:10 AM. Mr. Kreider seconded the meeting, which carried unanimously.

Respectfully submitted,

Barry Smith
Secretary – Treasurer

Recording secretary,
Rita J. Young