

## Manor Township Supervisors Meeting

Monday, April 3, 2017

7:00 p.m.

Chairman John Wenzel called the meeting to order in the Manor Township Municipal Building located at 950 West Fairway Drive, Lancaster, Pennsylvania on Monday, April 3, 2017 at 7:00 p.m. Chairman Wenzel led those in attendance in the Pledge of Allegiance to the Flag. Chairman Wenzel introduced the Board of Supervisors.

Members Present: Brandon Clark, Jay Breneman, John Wenzel, George Mann, and Mike Julian  
Staff Present: Ryan Strohecker, Teresa Strubel, Mark Harris, and Todd Graeff  
Visitors Present: See attached Sign-In Sheet

**Previous Month Minutes** – Chairman Wenzel entertained a motion to approve the previous month minutes as they have been submitted. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

**Financial Report and Accounts Payable** – Chairman Wenzel entertained a motion to approve the financial reports and pay all invoices on the accounts payable report. Brandon Clark so motioned, George Mann seconded, and the motion carried unanimously.

### Public Comment

Christine Brubaker, 22 Birch Court, would like to thank the Board for the boat launch at Blue Rock Park. Ms. Brubaker voiced her concern that vehicles may try to drive to the boat launch. Ms. Brubaker commented on small game, semi-automatic guns in relation to safety and noise. Concern was also mentioned in regards to the Robert's Site and the impact from the pipeline. Finally, awareness to Manor Township in relation to its Native American heritage.

### New Business

Police Promotion - Chairman Wenzel commented on the quality of the Township's police department. He recognized the above and beyond approach and leadership qualities of Sergeant Gary Gardner. Mr. Wenzel commented that Gary Gardner is being promoted to Lieutenant.

Chief Todd Graeff thanked Mr. Wenzel for his comments. In addition, he added that the promotion is well deserved. Chief Graeff is proud to have Gary Gardner come before the Board and be promoted to Lieutenant.

Chairman Wenzel entertained a motion to promote Sergeant Gary Gardner to Lieutenant. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

Letter of Credit Reduction-3351 Charlestown Road - Chairman Wenzel entertained a motion to reduce the letter of credit for 3351 Charlestown Road by \$47,015.59 leaving an outstanding balance of \$5,223.96 based on the Rettew letter dated April 3, 2017. Jay Breneman so motioned, Brandon Clark seconded, and the motion carried unanimously.

Resolution 9-2017-Establishing the Compensation for Tax Collector - Ryan Strohecker commented that this resolution is setting compensation for an elected tax collector. Some issues have surfaced across Lancaster County with elected tax collectors not properly allocating taxes back to the Township. Recommendation has been made to update tax collector compensation.

Chairman Wenzel entertained a motion to approve Resolution 9-2017. Brandon Clark so motioned, George Mann seconded, and the motion carried unanimously.

Escalator Clause - Chairman Wenzel entertained a motion to approve escalator clause based on PennDOT specifications for 2017. Jay Breneman so motioned, Mike Julian seconded, and the motion unanimously.

Bid Openings for 2017 Materials - Chairman Wenzel entertained a motion to approve the highlighted, lowest bids for all advertised projects in 2017 as presented. George Mann so motioned, Mike Julian seconded, and the motion carried unanimously.

Job Description Updates - Chairman Wenzel commented all job descriptions have been updated.

Act 14 Notification-Metals Recovery Facility - Mary Glazier, 269 Chestnut Grove Road, inquired about the land development plan or other materials with regards to the Metals Recovery Facility for LCSWMA.

Ryan Strohecker stated the land development plan has been submitted. The process has begun and will go before the Planning Commission and Board of Supervisors in the next several months.

Training Approvals - Chairman Wenzel entertained a motion to approve all training requests as submitted. Brandon Clark so motioned, George Mann seconded, and the motion carried unanimously.

Traffic Commission Report, Police Chief Report, Public Works Director Report, Township Managers Report, Blue Rock Fire Rescue Report, and Building Permit Report - Mark Harris reported that the Traffic Commission met and is recommending a handicap parking sign be installed at 22 Bucknell Avenue. Recommendation was also made for "No Parking" signs to be installed on Donegal Street between Water Street and Market Street. Mark also commented on the Indian Run project and the repair that is needed on the beams. Recommendation is being sought to make the repair that will still be under budget.

Chairman Wenzel entertained a motion to approve all reports as submitted. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

Chairman Wenzel dismissed the Board for an Executive Session at 7:37 p.m. to discuss an employee matter and legal matter.

The Board returned and with no further business to discuss, Chairman Wenzel entertained a motion to adjourn. George Mann so motioned, Brandon Clark seconded, and the motion carried unanimously. The meeting adjourned at 8:10 p.m.

Respectfully Submitted,

J. Ryan Strohecker  
Secretary-Treasurer

Recording Secretary  
Teresa Strubel