

## Manor Township Supervisors Organizational Meeting

Monday, January 7, 2019

7:00 p.m.

Chairman John Wenzel called the meeting to order in the Manor Township Municipal Building at 950 West Fairway Drive, Lancaster, Pennsylvania on Monday, January 7, 2019 at 7:00 p.m. Chairman Wenzel introduced the Board of Supervisors and led those in attendance in the Pledge of Allegiance to the Flag.

Members Present: Jay Breneman, John Wenzel, George Mann, and Mike Julian  
Members Absent: Brandon Clark  
Staff Present: Ryan Strohecker, Teresa Strubel, Nate Taggart, and Chief Todd Graeff  
Visitors Present: See Attached Sign-In Sheet

John Wenzel motioned to appoint Jay Breneman as Temporary Chair.

Elect Chairman – Mike Julian made a motion to elect John Wenzel as Chairman, George Mann seconded, and the motion carried unanimously.

Elect Vice-Chairman – Mike Julian made a motion to elect George Mann as Vice-Chairman, Jay Breneman seconded, and the motion carried unanimously.

Appoint Secretary-Treasurer – George Mann made a motion to elect Ryan Strohecker as Secretary-Treasurer, Jay Breneman seconded, and the motion carried unanimously.

Establish Treasurer's Bond Amount - \$1,500,000 – Jay Breneman made a motion to establish a Treasurer's Bond in the amount of \$1,500,000, George Mann seconded, and the motion carried unanimously.

Resolution 1-2019 – Planning Commission – George Mann made a motion to appoint Keith Hoover, Jay Breneman seconded, and the motion carried unanimously.

Resolution 2-2019 – Zoning Hearing Board – Mike Julian made a motion to appoint Missy Charles, George Mann seconded, and the motion carried unanimously.

Resolution 3-2019 – Zoning Hearing Board Alternate – Jay Breneman made a motion to appoint Alexander Egner, Mike Julian seconded, and the motion carried unanimously.

Resolution 4-2019 – Auditor – Mike Julian made a motion to appoint Bertz Hess, George Mann seconded, and the motion carried unanimously.

Appointments – Chairman Wenzel entertained a motion to approve the following appointments: Solicitor-Goodman Kenneff; Associate Solicitor/Special Counsel-Morgan, Hallgren, Crosswell & Kane P.C.; Labor and Personnel Counsel-Campbell, Durrant Beatty, P.C.;

General Engineer-Rettew; Subdivision Land Development Engineer-Rettew; Alternate Subdivision Land Development Engineer-Buchart Horn; Storm Water Engineer-Rettew; Alternate Storm Water Engineer-Buchart Horn; Storm Water Official-Ryan Strohecker; Traffic Engineer-Rettew; Planning Engineer-Hanover; Vacancy Board-Lester Eckman; Manager-Ryan Strohecker; Public Works Director-Mark Harris; Assistant Public Works Director-Henry Hank; Zoning Officer-Nate Taggart; Assistant Zoning Officer-Teresa Strubel; Delegate to the State Convention-Nate Taggart; Representative to Lancaster Inter Municipal Committee-Mike Julian; Representative to Intergovernmental Insurance Cooperative Board-Ryan Strohecker; Representative to Blue Rock Fire District-John Wenzel & Richard Shock; Traffic Commission-Mark Harris, Todd Graeff, and Brandon Clark; Right-To-Know Officer-Ryan Strohecker; Assistant Right-To-Know Officer-Todd Graeff; Penn Manor Municipal Representative-Ryan Strohecker; Lancaster County Tax Collection Bureau-Ryan Strohecker; and Building Code Official-Commonwealth Code Inspection Services, Inc. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

John Wenzel entertained a motion to adjourn the Organizational Meeting. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously. Organizational Meeting adjourned and the Supervisors Regular Meeting started at 7:10 p.m.

**Previous Month Minutes** – Chairman Wenzel entertained a motion to approve the previous months minutes. 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. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

### **Public Comment**

Randy Herman, 301 Whitechapel Road, thanked the Board and Township Supervisor for not raising taxes.

### **Old Business**

Ordinance 1-2019-East Hempfield Agreement-S. Centerville Road Future Updates – Ryan Strohecker read for the following statement; “This is concerning the adoption of Manor Township Ordinance 1-2019 to approve, adopt and enact an ordinance for Manor Township. This ordinance was properly advertised in the Lancaster Newspaper on December 17, 2018. There will be an open house to present the invited public with progress plans and status updates on the project on January 10, 2019 from 12:00-2:00 p.m. at the Four Seasons Golf Club Banquet Hall located at 949 Church Street, Landisville, PA 17538. This ordinance has been reviewed by our solicitor and if adopted will be enacted five days for tonight’s date per standard procedure of the ordinance.” The purpose of the ordinance is to enable the municipalities Manor Township and East Hempfield Township to enter into a mutual agreement

for the reconstruction of S. Centerville Road. The section located in Manor Township would be from Columbia Avenue to Cornerstone Drive. This is a requirement from PennDOT.

Chairman Wenzel entertained a motion to adopt Ordinance 1-2019. Jay Breneman so motioned, George Mann seconded, and the motion carried unanimously.

Marijuana Ordinance – The Board and Chief held an informal discussion regarding the proposed Marijuana Ordinance. This was brought up by the police department in the last half of 2018 as a request for consideration. It is on the agenda this evening as only a topic of discussion. After a lengthy discussion it was agreed upon to meet at a future time.

### **New Business**

Resolution 5-2019-Meeting Dates – Chairman Wenzel entertained a motion to accept Resolution 5-2019. Mike Julian so motioned, George Mann seconded, and the motion carried unanimously.

Resolution 6-2019-Bank Depositories – Chairman Wenzel entertained a motion to accept Resolution 6-2019. George Mann so motioned, Mike Julian seconded, and the motion carried unanimously.

Resolution 7-2019-Police Pension – Chairman Wenzel entertained a motion to accept Resolution 7-2019. George Mann so motioned, Jay Breneman seconded, and the motion carried unanimously.

Resolution 8-2019 – SEO – Chairman Wenzel entertained a motion to accept Resolution 8-2019. Mike Julian so motioned, George Mann seconded, and the motion carried unanimously.

Ordinance 2-2019-Police Pension Plan Amendment – Ryan Strohecker read the following statement; “This is concerning the adoption of Manor Township Ordinance 2-2019 to approve, adopt and enact an ordinance for Manor Township. This ordinance was properly advertised in the Lancaster Newspaper on December 26, 2018. This ordinance has been reviewed by our solicitor and if adopted will be enacted five days from tonight’s date per standard procedure of the ordinance.” This ordinance comes about from police negotiations regarding the most recent police contract allowing compliance with a state law that allows for an early option retirement after 20 years of service.

Chairman Wenzel entertained a motion to adopt Ordinance 2-2019. George Mann so motioned, Mike Julian seconded, and the motion carried unanimously.

Adoption of Employee Manual – Ryan Strohecker commented the employee manual has not been updated since 2014. There are not a lot of changes. Most significant is the employee contribution to health insurance by non-uniform employees.

Chairman Wenzel entertained a motion to adopt the updated employee manual. Jay Breneman so motioned, Mike Julian seconded, and the motion carried unanimously.

Zoning and SALDO Changes Update – Ryan Strohecker commented that the township is in the process of making some changes to the ordinance. The Board received the bullet points of those changes. The updated ordinance, zoning map, and road map will first go before the Planning Commission and then onto the Supervisors for final approval.

Act 14 Notification-165 West Charlotte Street – Informational purpose only.

Revised Final Minor Subdivision Plan-746 Hershey Mill Road – Chairman Wenzel entertained a motion to conditionally approve Revised Final Minor Subdivision Plan for 746 Hershey Mill Road based on the recommendations in the Rettew letter dated December 3, 2018. Mike Julian so motioned, George Mann seconded, and the motion carried unanimously.

Training Approvals-Administration, Police and Public Works – Chairman Wenzel entertained a motion to approve all training requests as submitted. Jay Breneman so motioned, George Mann seconded, and the motion carried unanimously.

Traffic Commission; Police Report; Public Works Director Report; Township Manager’s Report; Blue Rock Fire Rescue Report; and Building Permit Report – Chairman Wenzel entertained a motion to approve all reports and recommendations as submitted. George Mann so motioned, Mike Julian seconded, and the motion carried unanimously.

With no further business to discuss, Chairman Wenzel entertained a motion to adjourn the meeting. Mike Julian so motioned, George Mann seconded, and the motion carried unanimously. The meeting adjourned at 8:34 p.m.

Respectfully Submitted,

J. Ryan Strohecker  
Secretary-Treasurer

Recording Secretary  
Teresa Strubel