

Manor Township Supervisors Organizational Meeting

Monday, January 6, 2020

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 6, 2020 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, Brandon Clark, and Allan Herr
Staff Present: Ryan Strohecker, Michelle Smith, Mark Harris, and Chief Todd Graeff
Visitors Present: See Attached Sign-In Sheet

John Wenzel appointed Jay Breneman as Temporary Chairman.

Elect Chairman – Allan Herr made a motion to appoint George Mann as Chairman of the Board of Supervisors for 2020. Brandon Clark seconded and the motion carried unanimously.

Elect Vice-Chairman – John Wenzel made a motion to appoint Brandon Clark as Vice-Chairman of the Board of Supervisors for 2020. Allan Herr seconded and the motion carried unanimously.

Appoint Secretary-Treasurer – Jay Breneman made a motion to appoint Ryan Strohecker as Secretary-Treasurer for 2020. Brandon Clark seconded and the motion carried unanimously.

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

Resolution 1-2020 – Planning Commission – Brandon Clark made a motion to adopt Resolution 1-2020. Allan Herr seconded and the motion carried unanimously.

Resolution 2-2020 – Zoning Hearing Board – Brandon Clark made a motion to adopt Resolution 2-2020. Jay Breneman seconded and the motion carried unanimously.

Resolution 3-2020 – Park & Recreation Board – Brandon Clark made a motion to adopt Resolution 3-2020. Jay Breneman seconded and the motion carried unanimously.

Resolution 4-2020 – Park & Recreation Board – Allan Herr made a motion to adopt Resolution 4-2020. Brandon Clark seconded and the motion carried unanimously.

Resolution 5-2020 – Park & Recreation Board – Brandon Clark made a motion to adopt Resolution 5-2020. Jay Breneman seconded and the motion carried unanimously.

Resolution 6-2020 – Auditor Resolution – Allan Herr made a motion to adopt Resolution 6-2020. Jay Breneman seconded and the motion carried unanimously.

Appointments – Chairman Mann entertained a motion to approve the following appointments: Solicitor-Goodman Kenneff; Assistant 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 & David Miller Associates; Storm Water Engineer-Rettew; Alternate Storm Water Engineer-Buchart Horn & David Miller Associates; Storm Water Official & Authorized Staff Representative of the Board of Supervisors-Ryan Strohecker; Traffic & Planning Engineer-Rettew; Special Projects Engineer-Rettew & David Miller Associates; 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-Ryan Strohecker; Delegate to the State Convention-Allan Herr; Representative to Lancaster Inter Municipal Committee-John Wenzel; Representative to Intergovernmental Insurance Cooperative Board-Ryan Strohecker; Representative to Blue Rock Fire District, 2 year term-John Wenzel & Richard Schock; Traffic Commission-Mark Harris, Todd Graeff & Brandon Clark; Right-To-Know Officer-Ryan Strohecker; Assistant Right-To-Know Officer-Todd Graeff; Penn Manor Municipal Representative Lancaster County Tax Collection Bureau-Ryan Strohecker; and Building Code Official-Commonwealth Code Inspection Services Inc. Jay Breneman so motioned, Allan Herr seconded and the motion carried unanimously.

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

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

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

Public Comment

Christine Brubaker, 22 Birch Court, thanked John Wenzel for his courtesy throughout the time that he served as Chair. She complimented Mark Harris for his work on the Georgetown Hills Natural Area Project. Ms. Brubaker discussed the Young Lungs Program, the extension of Turkey Hill Trail and the Heritage Program that she is involved with.

Old Business – There was none.

New Business

Resolution 7-2020 - Meeting Dates – Chairman Mann entertained a motion to adopt Resolution 7-2020. John Wenzel so motioned, Jay Breneman seconded, and the motion carried unanimously.

Resolution 8-2020 – Bank Depositories – Chairman Mann entertained a motion to adopt Resolution 8-2020. Brandon Clark so motioned, Allan Herr seconded, and the motion carried unanimously.

Resolution 9-2020 – Police Pension – Chairman Mann entertained a motion to adopt Resolution 9-2020. John Wenzel so motioned, Jay Breneman seconded, and the motion carried unanimously.

Resolution 10-2020 – SEO – Chairman Mann entertained a motion to adopt Resolution 10-2020. Allan Herr so motioned, Brandon Clark seconded, and the motion carried unanimously.

Crossgates Phasing Schedule – Chairman Mann entertained a motion to accept the new phasing schedule as presented. Brandon Clark so motioned, Jay Breneman seconded, and the motion carried unanimously.

Resignation of Teresa Strubel – Chairman Mann entertained a motion to accept the resignation of Teresa Strubel. John Wenzel so motioned, Allan Herr seconded, and the motion carried unanimously.

Financial Security Reduction Request – Parkfield Phase 2 & 3 – Chairman Mann entertained a motion to reduce the financial security for Parkfield Phase 2 to \$5,760 and Parkfield Phase 3 to \$8,400 per the Buchart-Horn recommendation letter dated January 3, 2020. Allan Herr so motioned, John Wenzel seconded, and the motion carried unanimously.

Training Approvals – Administration, Police and Public Works – Chairman Mann entertained a motion to approve all training requests as submitted. Brandon Clark so motioned, Jay Breneman 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 Mann entertained a motion to approve all reports and recommendations as submitted. Jay Breneman so motioned, Allan Herr seconded, and the motion carried unanimously.

With no further business to discuss, Chairman Mann entertained a motion to adjourn the meeting. Brandon Clark so motioned, Allan Herr seconded, and the motion carried unanimously. The meeting adjourned at 7:29 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Michelle Smith