

## Manor Township Supervisors Organizational Meeting

Monday, January 4, 2021

7:00 p.m.

Chairman George Mann called the meeting to order in the Manor Township Municipal Building at 950 West Fairway Drive, Lancaster, Pennsylvania on Monday, January 4, 2021 at 7:00 p.m. Chairman Mann introduced the Board of Supervisors and led those in attendance in the Pledge of Allegiance to the Flag.

Members Present: George Mann, Brandon Clark and Allan Herr  
Staff Present: Mark Harris, Chief Todd Graeff and Michelle Smith  
Visitors Present: See Attached Sign-In Sheet

Brandon Clark made a motion to appoint Allan Herr as Temporary Chairman. George Mann seconded and the motion carried unanimously.

Elect Chairman – Brandon Clark made a motion to appoint George Mann as Chairman of the Board of Supervisors for 2021. Jay Breneman seconded and the motion carried unanimously.

Elect Vice-Chairman – Allan Herr made a motion to appoint Brandon Clark as Vice-Chairman of the Board of Supervisors for 2021. John Wenzel seconded and the motion carried unanimously.

Appoint Secretary-Treasurer – Brandon Clark made a motion to appoint Ryan Strohecker as Secretary-Treasurer for 2021. Allan Herr seconded and the motion carried unanimously.

Establish Treasurer's Bond Amount - \$1,500,000 – John Wenzel made a motion to establish a Treasurer's Bond in the amount of \$1,500,000 for 2021. Jay Breneman seconded and the motion carried unanimously.

Resolution 1-2021 – Planning Commission – Brandon Clark made a motion to adopt Resolution 1-2021. Allan Herr seconded and the motion carried unanimously.

Resolution 2-2021 – Planning Commission – Brandon Clark made a motion to adopt Resolution 2-2021. John Wenzel seconded and the motion carried unanimously.

Resolution 3-2021 – Planning Commission – Allan Herr made a motion to adopt Resolution 3-2021. Brandon Clark seconded and the motion carried unanimously.

Resolution 4-2021 – Zoning Hearing Board – Brandon Clark made a motion to adopt Resolution 4-2021. John Wenzel seconded and the motion carried unanimously.

Resolution 5-2021 – Park & Recreation Board – Brandon Clark made a motion to adopt Resolution 5-2021. Jay Breneman seconded and the motion carried unanimously.

Resolution 6-2021 – Park & Recreation Board – Allan Herr made a motion to adopt Resolution 6-2021. Brandon Clark seconded and the motion carried unanimously.

Park & Recreation Board Resignation – Allan Herr made a motion to accept the resignation of Karla Vinson. Brandon Clark seconded and the motion carried unanimously.

Resolution 7-2021 – Park & Recreation Board – Brandon Clark made a motion to adopt Resolution 7-2021. John Wenzel seconded and the motion carried unanimously.

Resolution 8-2021 – Auditor Resolution – Allan Herr made a motion to adopt Resolution 8-2021. Jay Breneman seconded and the motion carried unanimously.

Other Board 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-Ryan Strohecker; Representative to Intergovernmental Insurance Cooperative Board-Ryan Strohecker; Representative to Blue Rock Fire District, 2 year term-Jay Breneman; 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; Building Code Official-Commonwealth Code Inspection Services Inc.; LASA Representative-5 year term-Barry Smith and UCC Board of Appeals Appointments Committee-3 year term beginning August 1, 2020-July 31, 2023-Jason Stevens. Brandon Clark so motioned, Allan Herr seconded and the motion carried unanimously.

Chairman Mann entertained a motion to adjourn the Organizational Meeting. Brandon Clark so motioned, Allan Herr seconded and the motion carried unanimously. The Organizational Meeting adjourned and the Supervisors Regular Meeting started at 7:12 p.m.

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

## **Public Comment**

Susan Sheeler, 101 Langley Square, shared an update on the status of the sidewalk project taking place in Woods Edge. She provided the Board of Supervisors with photographs and explained what the contractor found below the concrete pads. Ms. Sheeler asked the Board of Supervisors to consider issuing reimbursement for the project costs.

Christine Brubaker, 22 Birch Court, discussed the Little Conestoga clean up project, Indian Run restoration plans and the Bender Mill development. She expressed concerns about water quality issues and asked the Township to include a Greenway, a Blueway and hiking trails.

**Old Business** – Ryan Strohecker provided an informational update on the Barley Farm. The project is moving along and will be in front of the Planning Commission and Zoning Hearing Board next week.

## **New Business**

Resolution 9-2021 - Meeting Dates – Chairman Mann entertained a motion to adopt Resolution 9-2021. Brandon Clark so motioned, Allan Herr seconded and the motion carried unanimously.

Resolution 10-2021 – Bank Depositories – Chairman Mann entertained a motion to adopt Resolution 10-2021. Allan Herr so motioned, Brandon Clark seconded and the motion carried unanimously.

Resolution 11-2021 – Police Pension – Chairman Mann entertained a motion to adopt Resolution 11-2021. Brandon Clark so motioned, John Wenzel seconded and the motion carried unanimously.

Resolution 12-2021 – SEO – Chairman Mann entertained a motion to adopt Resolution 12-2021. Brandon Clark so motioned, Jay Breneman seconded and the motion carried unanimously.

Request for Extension of Vesting Period- Village at Funk's Farm Preliminary Plan Approval – Chairman Mann entertained a motion to grant an extension of vesting period for Funk's Farm Preliminary Plan until April 24, 2025. Brandon Clark so motioned, Allan Herr seconded and the motion carried unanimously.

Official Map Update – Chairman Mann entertained a motion to authorize distribution of the proposed Official Map to the Manor Township Planning Commission, LCPC, and any adjacent municipalities and their planning commissions to be given opportunity to offer comments and recommendations. Further, this Board sets the date of March 1, 2021 at 7 pm as the date and time for a public hearing on and for considering the enactment adopting the Official Map. Further, this Board authorizes publication of the legal notice for the public hearing on and the

consideration for enactment of the ordinance adopting the Official Map. Brandon Clark 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. Jay Breneman so motioned, Brandon Clark 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. Allan Herr so motioned, Brandon Clark 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, John Wenzel 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