

# MANOR UPDATES

NEWSLETTER For the Residents of Manor Township

FALL 2021

Vol. 30 / No. 3

## Temporary Yard Signs

Manor Township would like to remind residents and business owners that there are zoning regulations for temporary signs as defined in the Manor Township Zoning Ordinance. Included in these regulations are contractor signs, election signs, yard sale signs, open house signs, special event signs, and other similar uses. Temporary signs do not require a Zoning Permit but there are size, location, and time-frame regulations that apply. Temporary signs are not permitted to be attached to any public utility pole or posted in the public right-of-way, including any intersection. If signs are placed in any of these areas, Township staff will promptly remove them. These regulations are meant to assure the safety and security of Township residents and uphold the aesthetics of the community. Please contact the Township Zoning Officer before posting any sign. Thank you for your cooperation.



## We Want To Hear From You

Manor Township welcomes your feedback on the services we provide. We take pride in the quality of our work product and ability to provide exemplary customer service at the same time. Please take a moment of your time tell us what you think by scanning the attached QR Code or go to [www.surveymonkey.com/r/Manortwp](http://www.surveymonkey.com/r/Manortwp). Every response will be reviewed by the Supervisors and Township Manager.



## Communicating With Your Elected Representatives

Local government is exceptional because it is one of the closest forms of government to the people. Speaking to your local representatives doesn't require a lengthy drive to their office, fifteen minute hold times on an 800 number or impersonal autogenerated email replies. Instead, the structure of government for the Commonwealth of Pennsylvania was intentionally designed to allow for a government as close to the electorate as possible. So it's no surprise that the elected officials in Manor Township are required to live and be residents in the community in which they serve. It's a responsibility that the Manor Township Board of Supervisors and staff take seriously and take pride in responding to the needs of the community.

It is common for residents to send emails or mail personal letters to the Township. Some just call with a specific or general questions. Others request a time to meet in person to discuss their issue or request a meeting at their property. Whatever is your preferred method of communication, it is the policy of Manor Township to respond within 24 to 48 hours of receiving the request, though many times it's much quicker. The point is, both Supervisors and staff make ourselves easily accessible to those we serve so you can get the help you need.

While we typically do not focus much time on anonymous communication or information, we have recently developed a survey for you to provide feedback to help us better improve our service to you. Simply put your phone camera over the QR Code on the left to take the survey. Every survey is read by Supervisors and appropriate staff.

Additionally, if you ever have a question or need help, we are here to serve you. Each Supervisor is eager to speak to you and staff is prepared to assist you in any way possible. Simply call 717-397-4769 for direct information or email [manager@manortwp.org](mailto:manager@manortwp.org).

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## SCHOOL BUS SAFETY FOR CHILDREN

School bus safety is a high priority in Manor Township. Everybody, including students, parents, and motorists, need to work together to ensure that our children travel safely on their school buses. Penn-DOT provides a few basic safety tips that students should be aware of to stay safe during their trip:

- Get to the bus stop early, so you don't have to run.
- Stay back from the edge of the road.
- If you miss the bus, DO NOT run after it!
- No pushing when getting on or off the bus.
- Never cross behind the bus.
- Cross at least ten feet in front of the bus so the driver can see you.
- Never cross the street until ALL traffic has stopped.
- Always stay seated when the bus is moving.
- DO NOT distract the driver.
- Never play with emergency exits.
- In an emergency, follow the directions of the driver.
- Ensure that there are no loose strings or objects on you that can get caught on the door or handrail.
- If you drop something outside of the bus, do not go back for it. The driver may not see you and begin moving the bus.



Folks if we sound like a broken record, sorry. We just want to protect the community, especially the elderly. Horrible people are constantly trying to scam good people out of their hard-earned money.

Because of the record number of persons unemployed because of COVID-19, one of the newest scams is the unemployment scam. In this scam, unknown person(s) apply for unemployment compensation using your name or/and your address. They keep a check on your mail and then steal the credit cards or checks that the unemployment office sends to you.

They may also attempt to just use your address and another name. In this scam they come to your door asking if you received any mail for John Doe (insert any name here) and then ask for their mail back saying they are John Doe, and their mail was sent to the wrong address. Do not give them the mail, contact the police.

If you find out or are notified by your employer that someone has filed an unemployment claim using your name, contact the police and file a report. Also, file a report with the Unemployment Compensation website at [www.uc.pa.gov](http://www.uc.pa.gov). Additionally, contact one of the three major credit reporting bureaus (Experian, Transunion, Equifax) to place a fraud alert on your credit record.

For additional information go to [www.IdentityTheft.gov](http://www.IdentityTheft.gov) and click "Get Started."

## The Cookie Nook

### LEMON SNOWFLAKES

#### Ingredients:

- 1 pkg. lemon cake mix with pudding
- 2-1/4 C frozen whipped topping (thawed)
- 1 large egg
- 2 C 10X sugar for coating

#### Directions:

1. In a large bowl, combine cake mix, whipped topping and egg. Beat on medium until well blended. Batter will be very sticky.
2. Drop by teaspoonfuls into 10X sugar; roll lightly to coat. Place on ungreased baking sheets. Bake at 350° for 10-12 minutes or until lightly browned and tops are cracked. Roll again in sugar. Cool on wire rack. Makes 3 to 3-1/2 dozen.

*Recipe Courtesy of Bobbi Canestra*

If you would like to share a recipe that could be chosen to appear in our newsletter, please email complete recipe along with your name to [AKautz@manortwp.org](mailto:AKautz@manortwp.org).

# Leaf Collection



During the fall of 2020, the Manor Township Public Works Department collected 315 truckloads of leaves, that weighed over 700 tons. Curbside collection for 2021 is scheduled to begin the week of October 18, 2021.

Residents can check for daily leaf collection information on the Township's website at [www.manortwp.org](http://www.manortwp.org). Curbside collection typically concludes the first full week of December.

Residents who live along Millersville Road and Columbia Avenue will receive leaf collection on the following weeks: October 25th, November 8th and 22nd, and December 6th.

**Each year we remind our residents to follow these simple guidelines.**

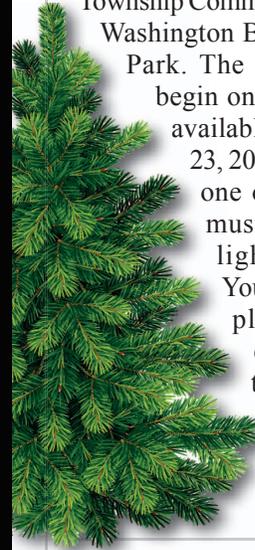
- Leaves must be placed in a row along the edge of the street.
- Leaves must be loose and not bagged for collection.
- Tree branches, bush trimmings, plants, grass clippings, and ornamental grass are prohibited and will not be accepted.
- Leaves must be accessible to the collection crew.
- Leaves that are obstructed by parked vehicles will not be collected.
- Leaves must not be placed on storm water drains. Residents are encouraged to help to keep streets from flooding by keeping storm drains open so storm water can drain into the collection system.

Township residents not serviced by curbside collection may bring their leaves to the Township's Leaf Compost Facility for free disposal, Monday thru Wednesday between 8:00 a.m. and 3:00 p.m., starting on October 18th and continuing until December 8th.

**LEAF COLLECTION BEGINS OCTOBER 18TH**

## Christmas Tree RECYCLING

In 2021, Manor Township recycled 800 Christmas Trees. For your convenience you may dispose of your Christmas tree at any of our four drop-off locations. There is no charge for this service for Manor Township residents. Drop-off locations are identified at Manor Township Community Park, Greider Park, Washington Boro Park, and Creswell Park. The drop-off program will begin on December 26th and be available until Sunday, January 23, 2022. To place your tree at one of these locations, they must be free of ornaments, lights, stands, and tinsel. You are required to remove plastic bags as well as covers and dispose of them properly. The trees will be chipped into mulch, which is utilized in the Township's parks.



For current Township information, be sure to visit our Facebook page:

[www.facebook.com/manortownship](http://www.facebook.com/manortownship)

# FALL COMPOST DATES & TIMES

The Township not only composts Manor's leaves at our facility, which is located at 2783 Charlestown Road, we receive leaves from neighboring Township's and Boroughs.

Once leaves are brought to the site they are placed in rows for composting. Naturally occurring microorganisms found on leaves are primarily responsible for the composting of leaves. However, there are several other factors that affect the rate of composting – temperature, moisture, and air. Moisture is regularly monitored and maintained. The rows are turned based on the temperature of the leaves, allowing more oxygen through the piles, which is necessary for decomposition. Typically, leaves are finished composting in ten months.

Once composting is complete, the compost is screened to remove any objects that have not been composted. The compost is known for its high quality, as customers from all over Lancaster County come to purchase the finished product.

The Township does offer the compost for sale to the general public at a cost of \$10 per cubic yard. The site will be open to the public from 9:00 a.m. to noon on the following Saturday's: October 2nd and 23rd, November 6th and 20th, and December 4th.





## THEFT FROM VEHICLES

There has been a surge in thefts from vehicles in Manor Township and Lancaster County in general. This includes money, change, sunglasses, purses, and wallets, etc., along with other personal items, including firearms and electronics (phones and laptops). To help prevent thefts make sure that you do the following:

- Lock your vehicle and roll up your windows.
- Park around other people and vehicles.
- Park in a well-lit area, if possible.
- Do not leave valuables in sight. Hide them or better yet don't leave them in your vehicle, especially weapons.
- Do not leave your vehicle running when unattended.

For additional tips and information check out Nationwide Insurance Company's "How to prevent car break-ins" website at:

<https://www.nationwide.com/lc/resources/auto-insurance/articles/smash-and-grab>

Another hot item (literally) that is being stolen is catalytic converters from underneath vehicles. It's not just the cost of the catalytic converter, which is expensive, but it's also the damage that thieves do and the cost to replace part or all of your exhaust system. To help prevent these thefts do the following:

- Park your vehicle in a garage if you have one.
- Otherwise, park as close to your house as possible in a well-lit area.
- Install motion lights around your house, particularly near driveways.
- Install a video system and/or doorbell cameras.
- Set your car alarm.
- Be alert if you hear metal being cut, especially at night. Thieves usually use battery operated reciprocating saws.
- Watch out for your neighbors.
- Call the police if you see anyone under vehicles or acting suspicious, especially at night.

## Anonymous Complaints

Manor Township receives frequent calls, letters, emails, and verbal complaints about possible Zoning Ordinance violations within the Township. Among these are many anonymous complaints, of which the staff will NOT investigate.

In order for a complaint to be submitted, one must provide the address and/or tax parcel number of the property with the alleged violation. In addition, complaints that are mailed or presented at our Township office must be signed and provide contact information. Complaint forms are available at the Manor Township Administrative Office.



## TRAFFIC STOP SAFETY

The goal for police officers is to go home to their family at the end of their shift. Traffic stops can be dangerous. Dozens of officers are killed on traffic stops each year: Police officers can be struck by a passing vehicle or shot by the driver or the occupants of the vehicle they stop. Officers are likely to be on heightened alert during traffic encounters.

If you get pulled over, here are some helpful hints to make the traffic stop go smoother and safer for you and the officer.

### DO:

1. Attempt to pull off to the far side of the right berm of the roadway.
2. Stop in a well-lit area, if possible, but DO NOT drive for an extended period of time or distance.
3. Turn on your four-way flashers.
4. Turn on your interior lights (at night).
5. Roll down your window.
6. Leave your hands on the steering wheel.
7. Be polite and cooperative with the officer.

### DO NOT:

1. Make sudden or secretive movements.
2. Protest or argue.
  - a. If you disagree with the charge, you will be able to present your side to the magisterial district justice. A courtroom, not the roadway, is the appropriate place to address and resolve the legitimacy of the citation.
  - b. If you believe that the officer has acted incorrectly or illegally, contact the officer's supervisor afterward. Arguing with an officer who is standing along a roadway in traffic in a heightened alert status will not have any positive consequences.
  - c. If you believe that the officer has been discourteous or unprofessional, contact the officer's supervisor afterward for the same reasons as above.
3. Exit your vehicle, unless requested.

The goal of traffic enforcement is safer roadways through compliance with traffic laws. Police officers are an essential part of this effort and deserve cooperation and respect from motorists in performing this duty.





## SPOTTED LANTERNFLY ALERT

The Spotted Lanternfly is an invasive species native to China, Bangladesh, and Vietnam. In 2014 it was found in Pennsylvania, and has since spread to 26 counties which are now quarantined.

If you see a Spotted Lanternfly, it's imperative to immediately report it online or via phone by calling **1-888-4BADFLY**. Especially if you are not inside the quarantine zone.

What else? Kill it! Squash it, smash it... just get rid of it. In the fall, these bugs will lay egg masses with 30-50 eggs each. These are called bad bugs for a reason, don't let them take over your county next.

### WHY?

The Spotted Lanternfly causes serious damage to trees including oozing sap, wilting, leaf curling, and tree dieback. In addition, when they feed they excrete a sugary substance, called honeydew, that encourages the growth of black sooty mold. This mold is harmless to people, however it causes damage to plants. In counties infested and quarantined for Spotted Lanternfly, residents report hundreds of these bad bugs that affect their quality of life and ability to enjoy the outdoors during the spring and summer months. Spotted Lanternflies will cover trees, swarm in the air, and their honeydew can coat decks and play equipment.

In addition to damaging trees and affecting quality of life, the Spotted Lanternfly is a huge threat to Pennsylvania agriculture industry. They threaten billions of economic impact and hundreds of thousands of jobs for those in the grapes, apple, hops, and hardwood industries.

### IDENTIFICATION:

The Spotted Lanternfly adult is approximately 1" long and 1/2" wide at rest. The forewing is grey with black spots and the wings tips are reticulated black blocks outlined in grey. The hind wings have contrasting patches of red and black with a white band. The legs and head are black; the abdomen is yellow with broad black bands. Immature stages are black with white spots, and develop red patches as they grow.



## DON'T FORGET TO FALL BACK

### NOVEMBER 7, 2021 - DAYLIGHT SAVING TIME ENDS

When local daylight time is about to reach 2:00 a.m. on Sunday, November 7, 2021, clocks are turned backward 1 hour to 1:00 a.m. local standard time instead.



## Can You Guess Where This Is?

This photo is at Charlestown and Donerville Roads. It was taken in 1916 and the barn is on the corner of the Manor Township Compost Facility.



## Halloween Safety

While Halloween is on Sunday 31st this year, trick-or-treat night will be on Friday, October 29th, pending COVID-19 limitations. Please remember the following safety tips:

### COSTUME SAFETY

- Make sure costumes fit so that children can easily walk without tripping.
- Wigs and beards should be properly attached so they do not obscure vision.
- Use light colors, decals or reflective tape so children are visible to motorists at night.
- Buy flame resistant costumes or make them from flame resistant materials.
- Make sure you can see well through masks.
- Use make-up instead of a mask.

### STREET SAFETY

- Walk on sidewalks. If there is no sidewalk, walk on the left side of road, facing traffic.
- Cross streets at an intersection or crosswalk.
- Wait for proper traffic signals to cross.
- Avoid running out between parked cars.
- If riding a bike, it should have reflectors, a headlight and a horn or bell.

### TRICK-OR-TREATING

- Save candy until you get home so that it can be checked before eating.
- Have parents or a responsible adult examine ALL CANDY / TREATS.
- Wash fruit and slice it into small pieces, checking it for anything inedible.
- Report any suspicious treats to the police.
- Don't go into anyone's house unless you know them.
- Trick-or-treat in groups and with parents accompanying young children.

*Be Safe & Have Fun!*

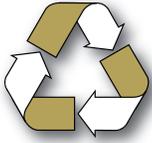
## TRICK-OR-TREAT NIGHT

Friday, October 29th  
6:00 p.m. - 8:00 p.m.  
for Manor Township



**Manor Township  
Board of Supervisors**

950 West Fairway Drive  
Lancaster, PA 17603



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## MANOR TOWNSHIP'S UPCOMING PROGRAMMING

Full details of all programs can be found at [www.manortwp.org](http://www.manortwp.org) or by calling 717-397-4769.



### *Holiday Hours*

The office will be closed on the following dates:

**Monday, October 11th**  
Columbus Day

**Thursday, November 25th and  
Friday, November 26th**  
Thanksgiving

**Friday, December 24th**  
Christmas Eve

**Friday, December 31st**  
New Year's Eve

### COMMUNITY CALENDAR

Each December, Manor Township mails out complimentary calendars to all interested residents, which contain important municipal information and dates for the upcoming year. If you currently do not receive one and would like to, please contact the Township office at 717-397-4769 or [AKautz@manortwp.org](mailto:AKautz@manortwp.org) to be added to the mailing list.



## SNOW REMOVAL

As winter approaches, please remember the following tips help allow our operators to be as efficient as possible:

- DO NOT push or throw snow into the roadway at anytime. This creates hazardous driving conditions and is a violation of both State and Township law. Violators can be prosecuted.
- Make sure your mailbox is secured tightly on a sturdy post. Damage caused by plowed snow is the property owner's responsibility.
- Manor Township does not have a snow removal ordinance for sidewalks. However, residents are encouraged to clear snow and ice from walks after plowing is completed.
- If you must drive, do so at a minimal speed and give the snow plow operators plenty of room to do their work. Remember, if you cannot see the mirrors of our truck, our drivers cannot see you.
- Vehicles should be removed from the street so that operators can plow from curb to curb. This allows melting snow to enter the drainage system and not pond and refreeze on the road.
- Plowing cul-de-sacs can become more difficult when vehicles are parked on the street, due to limited space for snow to be pushed.
- Place one or two stakes along the edge of your property to help the snow plow operator distinguish where the edge of the road and lawn meet. The Township will not repair lawns damaged by snow plows if the lawns are not marked.