

Manor Township Supervisors Meeting

Monday, December 6, 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, December 6, 2021 at 7:00 p.m. Chairman Mann introduced the Board of Supervisors and led those in attendance in the Pledge of Allegiance.

Members Present: George Mann, Jay Breneman, John Wenzel, Allan Herr, Brandon Clark
Staff Present: Ryan Strohecker, Adrienne Kautz, Mark Harris
Visitors Present: See Attached Sign-In Sheet

Previous Month Minutes - Chairman Mann entertained a motion to approve the previous months minutes with corrections. Allan Herr so motioned, Jay Breneman 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. Brandon Clark so motioned, John Wenzel seconded and the motion carried unanimously.

Public Comment

Christine Brubaker, 22 Birch Court, commented on a communication that she received from Susquehanna Heritage Area regarding a survey that is being sent to representatives at all the Historical Societies to get information about their work.

Old Business - No old business.

Resolution 21-2021 – Budget Adoption & Certification 2022

Mr. Strohecker commented that the Budget did not change from the October meeting and November presentation.

Chairman Mann entertained a motion to adopt Resolution 21-2021 as submitted. Jay Breneman so motioned, Brandon Clark seconded and the motion carried unanimously.

New Business

Resolution 22-2021 – Fee Schedule for 2022

Chairman Mann entertained a motion to adopt Resolution 22-2021 as submitted. Brandon Clark so motioned, Allan Herr seconded and the motion carried unanimously.

Executive Session was called by Chairman Mann to discuss a personnel matter.

Resolution 23-2021 – Managers Resolution

Chairman Mann entertained a motion to adopt Resolution 23-2021 as submitted. Allan Herr motioned, John Wenzel seconded and the motion carried unanimously.

Resolution 24-2021 – Destruction of Records

Mr. Strohecker commented that this Resolution includes financial and police records. Chairman Mann entertained a motion to adopt Resolution 23-2021 as submitted. Brandon Clark motioned, Jay Breneman seconded and the motion carried unanimously.

Resolution 25-2021 - Plan Revision-564 Shultz Road

Mr. Strohecker stated that this is the third or fourth time this Resolution has come before you. Unfortunately, for this project on 564 Shultz Road, DEP has been requiring them to do revisions and submit them to the state. Every time the resident have had to make revisions, the Township has to pass another Resolution.

Chairman Mann entertained a motion to adopt Resolution 25-2021 as submitted. Allan Herr motioned, Brandon Clark seconded and the motion carried unanimously.

Return to Work Policy

Mr. Strohecker commented that this was requested by our Worker's Compensation Company. The Township currently does not have an official Return to Work Policy. This policy is for our non-uniform employees only.

Chairman Mann entertained a motion to adopt Return to Work Policy as submitted. Brandon Clark motioned, Jay Breneman seconded and the motion carried unanimously.

Public Works New Hire-Dawson Funk

Mr. Strohecker commented that the Township has recently had an employee resign and an employee who has been terminated. Mr. Funk is the first one of those two replacements.

Chairman Mann entertained a motion to hire Dawson Funk in the Public Works department as submitted. John Wenzel motioned, Allan Herr seconded and the motion carried unanimously.

Act 14 Notification –

Mr. Strohecker commented that this is just a notification to the Township.

Recognition of Service-Jay C. Breneman – 18-Year Supervisor

Chairman Mann commented that Jay Breneman has been with the Township for 18 years. Mr. Breneman is leaving the Township better than he found it in many ways. The Township wants to recognize his leadership.

Recognition of Service – Michael F. Dickert – 28-Year Employee

Chairman Mann commented that Michael Dickert has been a Public Works employee for 28 years. Chairman Mann received a letter from one of his colleagues complimenting him on the

help, development, and expansion of Manor Township Parks. Mr. Dickert's input and planning has helped to make our parks so that numerous people have come to appreciate and value them. Mr. Dickert's influence is most noted in our athletic fields, playgrounds, and trees.

Traffic Commission; Police Report; Public Works Director Report; Township Manager's Report; Blue Rock Fire Rescue Report; and Building Permit Report – Mr. Breneman commented that the Blue Rock Fire Rescue budget is running right around 90 percent. Blue Rock Fire did experience an accident with the Brush Truck, which may result in a demolished truck. The new rescue is being built but we probably will not receive it until around summertime.

Mr. Wenzel asked to comment on the Police Reports. In particular Officer Smoker and Officer O'Rourke responded to a cardiac arrest call on August 14, 2021. The Officers used CPR and defibrillators. The individual survived and both Officers received Life-Saving Award.

Chairman Mann entertained a motion to approve all reports and recommendations as submitted. Brandon Clark 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. Jay Breneman so motioned, Brandon Clark seconded and the motion carried unanimously. The meeting adjourned at 7:40 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Adrienne Kautz