

Manor Township Supervisors Meeting

Thursday November 9, 2023

7:00 p.m.

Chairman Brandon Clark called the meeting to order in the Manor Township Municipal Building at 950 West Fairway Drive, Lancaster, Pennsylvania on Thursday November 9, 2023 at 7:00 p.m. Chairman Clark introduced the Board of Supervisors and led those in attendance in the Pledge of Allegiance.

Members Present: Brandon Clark(via phone), John Wenzel, Missy Phelan
Staff Present: Ryan Strohecker, Chief Colin Cleary, Peg Hess, Mark Harris
Visitors Present: See Attached Sign-In Sheet

Public Comment – Jeff Peters, 134 Spring Meadow Lane expressed concern of hearing gunshots numerous times during the month. These gunshots are nearby and there are two elementary schools nearby.

Consent Agenda

Previous Month Minutes, Financial Report and Accounts Payable, Traffic Commission; Police Report; Public Works Director Report; Township Manager’s Report; Blue Rock Fire Rescue Report; and Building Permit Report – John Wenzel entertained a motion to approve the previous month minutes, financial reports and pay all invoices on the accounts payable report and all reports presented. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

Old Business

Public Hearing- Proposed Text Amendment- Chapter 425- Ordinance 3-2023

This public hearing is concerning the proposed enactment of Manor Township Ordinance #3-2023 amending the code of ordinances of Manor Township Zoning Ordinance to permit “Storage for a funeral Home or funeral-related business” by Special Exception in the (RL) Low-Density Residential Zone and to permit funeral-related business in the (LTD) Limited Commercial Zone. This hearing and a summary of the proposed ordinance have been properly advertised in the Lancaster Newspaper on October 25 and November 1, 2023, and a copy of the proposed ordinance was sent to the Lancaster Newspaper. The proposed ordinance was sent to the Lancaster County Planning Commission and is scheduled for a final review on November 13, 2023. The proposed ordinance was sent to the Manor Township Planning Commission and a letter with their comments is dated September 12, 2023. An attested copy of the proposed ordinance was also sent to the Lancaster County Law Library, and the Township is in possession of the Law Librarians’ signed acknowledgement of the receipt of the attested copy. The Township has maintained a draft of the proposed ordinance . This proposed ordinance has been reviewed by our solicitor. The purpose of tonight’s public hearing is to discuss the proposed changes. The Board of Supervisors may vote on the ordinance in accordance with the time frames set forth by the PAMPC.

Reilly Noetzel, Barley Snyder representing Old Blue Rock Properties LLC, 321 Old Blue Rock Road. This text amendment is written to apply to this specific situation. Heritage Monuments is being operated now at this property. They are addressing some historic use of the residentially zoned property next door that they also own. This text amendment would permit by special exception accessory use of the Residentially Zoned property for a funeral related business. This is written to only apply to certain properties in the Low-Density Residential District that are adjacent to funeral home properties.

Supervisor John Wenzel made a motion to close the Public Hearing for proposed text amendment. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

Supervisor John Wenzel made a motion to adopt Ordinance 3-2023. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

Public Hearing- Ag Security Area Declaration- 1226 Breneman Rd

This public hearing is concerning the proposed Agricultural Security Area Declaration for Dennis and Gaye Cox of 1226 Breneman Rd. This public hearing has been properly advertised in the Lancaster Newspaper on September 15, 2023 in accordance with the Sunshine Act. Manor Township has followed the Standard Procedure as recommended by the County of Lancaster and we have received no public comments regarding the ASA Declaration. The ASA Declaration was reviewed by the Manor Township Planning Commission and a letter with their comments dated October 11, 2023 has been provided to you for review. Township administrative staff have no comments, additions or modifications to the proposed Declaration and would recommend adopting the farm into the ASA.

Supervisor John Wenzel inquired if there was any public comment, there was none.

Supervisor John Wenzel motion to close the public hearing for the ASA Declaration for 1226 Breneman Rd. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

Supervisor John Wenzel made a motion to approve 1226 Breneman Rd into the ASA. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

LCSWMA Text Amendment Petition

Supervisor John Wenzel made a motion to schedule the public hearing on the proposed LCSWMA Zoning Ordinance text amendment for the Board of Supervisors meeting to be held on Tuesday, January 2, 2024 at 7 p.m. and also to consider the possible enactment of the text amendment at that time, or for possible enactment at such other time as permitted by the Pennsylvania Municipalities Planning Code. I further move to authorize the Township Solicitor to prepare and arrange for the publication of the required legal notice pertaining to the public hearing and the enactment of the proposed text amendment. Missy Phelan motioned, Chairman Brandon Clark seconded, and the motion carried unanimously.

New Business

a. Adoption of the 2024 Blue Rock Fire District Budget

Missy Phelan expressed gratitude to Fire Commissioner Duane Hagelgans for keeping the budget for the Blue Rock Fire and Rescue in order. John Wenzel commended Duane also for being very efficient with handling their funds.

Supervisor John Wenzel made a motion to approve the 2024 Blue Rock budget as presented. Missy Phelan made a motion to approve, Chairman Brandon Clark seconded, and the motion carried unanimously.

b. Summary 2024 Budget Presentation

Township Manager Ryan Strohecker made a slide presentation of the proposed 2024 budget. There are no proposed changes to our current taxes. The mileage rate for Manor Township is .99 which is just below the middle of the road for municipalities in Lancaster. The Police Department would like to look ahead to hiring an additional patrol officer that would round out the platoons and one career development officer in anticipation of the increased traffic with new developments coming in 2025. Reinstating of the contribution to the Drug Task Force is also being considered. Discussion was had on instituting a local services tax next year and a possible mileage increase in 2025-2026 to help fund additional police costs. Discussions of such will be conducted during 2024 with final budget changes in the 2025-2026 budgets. The accomplishment for this year's budget is that we are able to balance our budget using reserves with no tax

increase and zero debt. The Township is considering making a \$50,000 contribution to the County for additional Farmland Preservation in Manor Township. Three quarters of our general fund revenue comes from real estate taxes, transfer taxes and earned income tax. This comprises a total revenue of just over \$7.1 million dollars. A 5.15% increase over the year 2023. 55 – 60% of our budget goes toward police services, which coincides with our competitors. Our expenses will exceed our revenues in 2024. We have just under a 7% increase in expenses. Our revenues are not increasing at the same pace as our expenses are. In this budget a 1-year adjustment was made to increase the wages for our uniformed police force to be competitive with our neighboring municipalities. This shows a 7.25% increase in budget costs for 2024. There are a few notable upcoming costs to the Capital Fund: doubling the size of the parking at the rail trail, reconstruction of Seitz Road to proactively make it safer, building permanent restrooms at the Woods Edge Park, and the \$50,000 contribution towards farmland preservation. Discussion is being had with the PMSD about purchasing land along Charlestown Road where our existing compost system is located and enlarging it. Straightening out Donerville Road at the ninety-degree turn is being considered also. Supervisor John Wenzel commented that the Police Department needs are going to increase during the next decade to match the number of residents and facilities. He complimented the Police Department and Public Works Department for their hard work and efficiency.

c. Time Extension Request- 500 Shultz Rd

Supervisor John Wenzel made a motion to approve the time extension as requested. Missy Phelan made a motion, Chairman Brandon Clark seconded, and the motion carried unanimously.

d. Act 14 Notification- Bridge Over Conestoga Creek – Permit with the State has been applied for.

e. Act 14 Notification- 3392 Blue Rock Rd - Permit with the State has been applied for.

f. Act 14 Notification- 124 Charlestown Rd – Permit with the State has been applied for.

With no further business to discuss, Supervisor John Wenzel entertained a motion to adjourn the meeting. Missy Phelan motioned, Brandon Clark seconded, and the motion carried unanimously. The meeting adjourned at 7:35 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Peg Hess