

Manor Township Supervisors Organizational Meeting

Tuesday, January 2, 2024

7:00 p.m.

Chairman Allan Herr called the meeting to order in the Manor Township Municipal Building at 950 West Fairway Drive, Lancaster, Pennsylvania on Tuesday, January 2, 2024 at 7:00 p.m. Chairman Herr introduced the Board of Supervisors and led those in attendance in the Pledge of Allegiance to the Flag. Chairman Herr performed the official Oath for Jim Keck as Supervisor.

Members Present: Allan Herr, Missy Phelan, John Wenzel, George Mann, and Jim Keck

Staff Present: Chief Colin Cleary, Ryan Strohecker, Peg Hess

Visitors Present: See Attached Sign-In Sheet

Chairman Herr swore Jim Keck formally into the Manor Township Supervisors Board.

Allan Herr appointed John Wenzel as Temporary Chairman.

Elect Chairman – George Mann made a motion to appoint Allan Herr as Chairman of the Board of Supervisors for 2024. Missy Phelan seconded, and the motion carried unanimously.

Elect Vice-Chairman – John Wenzel made a motion to appoint George Mann as Vice-Chairman of the Board of Supervisors for 2024. Jim Keck seconded and the motion carried unanimously.

Appoint Secretary-Treasurer – George Mann made a motion to appoint Ryan Strohecker as Secretary-Treasurer for 2024. Missy Phelan seconded, and the motion carried unanimously.

Establish Treasurer's Bond Amount - \$5,000,000 – George Mann made a motion to establish a Treasurer's Bond in the amount of \$5,000,000 for 2024. John Wenzel seconded, and the motion carried unanimously.

Resolution 1-2024 – Planning Commission-Pamela Shellenberger – George Mann made a motion to adopt Resolution 1-2024. Missy Phelan seconded, and the motion carried unanimously.

Resolution 2-2024 – Zoning Hearing Board-Dennis Funk – George Mann made a motion to adopt Resolution 2-2024. John Wenzel seconded and the motion carried unanimously.

Resolution 3-2024 – Auditor Resolution – George Mann made a motion to adopt Resolution 3-2024. Missy Phelan seconded, and the motion carried unanimously.

Resolution 4-2024 – SEO Resolution – Jim Keck made a motion to adopt Resolution 4-2024. George Mann seconded, and the motion carried unanimously.

Other Board Appointments – Chairman Herr entertained a motion to approve the following appointments: Solicitor-Morgan, Hallgren, Crosswell & Kane P.C.; Assistant Solicitor/Special Counsel-Goodman & Kenneff, Stevens & Lee; 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; Township Authorized Representative to Zoning Hearing Board Cases-Ryan Strohecker; Traffic & Planning Engineer-Rettew; Special Projects Engineer-Rettew & David Miller Associates; Septic Pump Hauler-Sonlight Services; Vacancy Board-Brandon Clark; 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-Dennis Funk, Jim Keck (for final year of Missy Phelan term); Traffic Commission-Mark Harris, Chief Cleary, Missy Phelan; Right-To-Know Officer-Ryan Strohecker; Assistant Right-To-Know Officer-Chief Cleary; 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, 2023-July 31, 2026-Jason Stevens. George Mann so motioned, Missy Phelan seconded, and the motion carried unanimously.

Chairman Herr entertained a motion to adjourn the 2024 Board of Supervisors Organizational Meeting. John Wenzel so motioned, George Mann seconded, and the motion carried unanimously. The Organizational Meeting adjourned, and the Supervisors Regular Meeting started at 7:12 p.m.

Public Comment – Christine Brubaker, 22 Birch Court, made a comment about a possible loop trail and trash collected in a gully area behind Peak Rock Capital. Patricia Beaumont, 145 Carol Drive, made a comment about meeting agendas, items mentioned in Managers statements on November 23rd summary, and thanked the Board for allowing comments.

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 – Chairman Herr entertained a motion to approve the previous month minutes, financial reports and pay all invoices on the accounts payable report and all reports presented. George Mann so motioned, Jim Keck seconded, and the motion carried unanimously.

Old Business

Ordinance 1-2024 - Public Hearing for LCSWMA - Bill Crosswell, Township Solicitor, explained procedure relating to Ordinance 1-2024. Petition was made to Amend the Manor Township

Zoning Ordinance that was filed on September 21, 2023 to allow the existing internal landfill within former PPL corridor.

Bob Zorbaugh, CEO LCSWMA, gave a brief description of the Text Amendment request. Based upon existing site capacity at the current Frey Farm site, there is 15 more years of capacity. Cresswell reuse is a possible consideration for future expansion. There is a portion of land that was previously owned by PPL and was a right-of-way. In March of 2014, LCSWMA purchased this right-of-way corridor. It would maximize the Cresswell reuse site by allowing waste disposal within this corridor. John Wenzel inquired how this will impact the local community. This corridor will create a 45-year site for waste disposal. There will be no impact change to the local community except for the length of time the site will be in use. Mike Davis, Attorney for Barley Snyder commented that they are looking to modify to the existing zoning criteria for landfill uses; Sections 425-105T and 425-105U. This will allow an internal infill of the landfill operations which would allow the old PPL corridor property to be utilized. The footprint of the landfill will not increase. Public comment was made by Leslie Osborne, 109 Oak Road in regard to landfill use. Mary Glazier, 269 Chestnut Grove Road, believes this request does not coincide with previous landfill expansion plans. Christine Brubaker, 22 Birch Court, asked about the lining of the landfill. George Mann made a Motion to close the public hearing for Ordinance 1-2024. Missy Phelan seconded and the motion carried unanimously. George Mann made a motion enact and propose an Ordinance entitled an Ordinance amending the code of Ordinances of the Township of Manor, Chapter 425 Zoning to allow the placement of landfill materials on the contiguous parcel to an existing landfill where the contiguous parcel is an interior parcel surrounded by a landfill in where inclusion of the contiguous parcel in the landfill does not extend the exterior perimeter(footprint) of the existing landfill. In the form of a content presented at this meeting and to designate the Ordinance as Ordinance 1-2024. John Wenzel seconded the motion, and the motion carried unanimously.

New Business

Resolution 5-2024 - Meeting Dates – Chairman Herr entertained a motion to adopt Resolution 5-2024. Missy Phelan so motioned, George Mann seconded, and the motion carried unanimously.

Resolution 6-2024 – Bank Depositories – Chairman Herr entertained a motion to adopt Resolution 6-2024. John Wenzel motioned, George Mann seconded, and the motion carried unanimously. Missy Phelan reprovved herself from this vote because of her employment.

Resolution 7-2024 – Police Pension – Chairman Herr entertained a motion to adopt Resolution 7-2024. George Mann so motioned, Jim Keck seconded and the motion carried unanimously.

Stormwater O&M and Financial Security – 175 South Centerville Road – Chairman Herr entertained a motion to accept the O&M and Financial Security agreement. George Mann so motioned, Missy Phelan seconded, and the motion carried unanimously.

Police Department Retirement – Brian Liddick

Chairman Herr entertained a motion to accept the retirement notice from Brian Liddick. Jim Keck so motioned, George Mann seconded, and the motion carried unanimously.

- f. Act 14 Notification- 3241 Blue Rock Rd – No action required
- g. Act 14 Notification- 3421 Blue Rock Rd – No action required
- h. Act 14 Notification- 1173 Breneman Rd - No action required
- i. Act 14 Notification – 862 Donerville Rd – No action required
- j. Act 14 Notification – 1700 Prospect Rd – No action required

With no further business to discuss, Chairman Herr entertained a motion to adjourn the meeting. George Mann so motioned, Missy Phelan seconded and the motion carried unanimously. The meeting adjourned at 8:00 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Peg A Hess