

Manor Township Supervisors Meeting

Tuesday, February 5, 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, February 5, 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.

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

Public Comment – Christine Brubaker, 22 Birch Court, made a comment about the accumulation of trash on the nature preserve trail and requests a sign change to say, non-hiking, non-walking uses are not permitted. She also commented about stopping snowmobile use on the Enola trail. Randy Kreider, 3351 Charlestown Road, made a comment about renewable energy and how non-resident investors are not looking out for the good of our community. Township Manager Strohecker commented that an Ordinance has been enacted to prohibit renewable energy companies from changing our demographic footprint within the Township.

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 gave an update on Blue Rock Fire and Rescue that they have located a possible central site for a new station to replace the Washington Boro and the Highville stations. Appraisals are currently being done on the 8+ acre parcel. Supervisor Jim Keck is also on the BRFR Board. 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. John Wenzel so motioned, George Mann seconded, and the motion carried unanimously.

Old Business - None

New Business

- a. Final Subdivision Plan- 205 Bender Mill Rd – Bill Antczak, Engineer for owner Matthew Proto is requesting approval to build a new residence on the 1.4 acre. The Planning Commission and LCPC have already approved this plan. Chairman Herr entertained a motion to move to action item. George Mann motioned, Missy Phelan seconded, and the motion passed unanimously.

Chairman Herr entertained a motion to conditionally approve the final subdivision plan for 205 Bender Mill Rd per the January 8, 2024 Rettew review letter. George Mann motioned, Jim Keck seconded, and the motion carried unanimously.

- b. Resolution 8-2024- Destruction of Records -Chairman Herr entertained a motion to approve Resolution 8-2024. John Wenzel motioned, George Mann seconded, and the motion carried unanimously.
- c. Planning Commission Resignation- Mark Harman – Chairman Herr entertained a motion to accept the resignation of Mark Harman effective January 31, 2024. Jim Keck motioned, George Mann seconded, and the motion carried unanimously.
- d. Resolution 9-2024- Planning Commission Appointment – Chairman Herr nominated Jared Texter to carry out the remaining Planning Commission term of Mark Harman per Resolution 9-2024. John Wenzel motioned, Missy Phelan seconded, and the motion carried unanimously.
- e. Financial Security Reduction- 801 Walnut Hill Rd – Chairman Herr entertained a motion to approve the financial security reduction by \$8,165.30 as recommended in the Rettew letter dated January 10, 2024. George Mann motioned, Missy Phelan seconded, and the motion carried unanimously.
- f. MS4 Training – Public Works Director Mark Harris gave an update to the Board. MS4 stands for Municipal Separate Storm Sewer System, which is all the stormwater that is captured on our roads, swales, curbs, trees, and private properties that enter into the waters of the Commonwealth. Household wastewater has to be treated and cleaned before it is released into the waters of the Commonwealth. Stormwater has no way to be treated. In 1972 the EPA brought forth legislation called the Clean Water Bill after the 1969 Cuyahoga River oil fire. The State developed the DEP (Development Environmental Protection Agency), which then charges municipalities to help make their water clean. The Township started their MS4 journey in 2011 which was result of DEP targeting municipalities like us. MS4 boundaries are driven by population and its density. Not all of Manor Township is in the MS4, as 82% of our land is rural or agricultural. MS4 is designated for the highly concentrated population where we have that density. This is where we find the most issues with household waste. The Township was charged with reducing sediment, phosphorus, and nitrogen from leaving Township property into the impaired streams in our Township. In Manor Township to the West we are bound by the Susquehanna River, to the East we are bound by the Conestoga, the little Conestoga, the West Branch of the little Conestoga, and Stehmans Run in Washington Boro. DEP has determined that every one of these corridors is impaired and needs to be cleaned. All of these waters go into the Chesapeake Bay which is driving the work the Public Works department is doing. The current six-year plan has been completed and now we are waiting for DEP direction with a new permit being renewed in 2025.

Stormwater is managed by best management practices. The Township has catch basins along the streets, pipes that lead to another point, swales, detention basins(which the water is held and slowly released), bio-basins(which hold the water longer and infiltrates into the ground), repaired buffer zones, rain gardens, etc. These are approved and improve stormwater quality.

The Township is required by law to have the NPDES. This is a permit that we receive from DEP. Annually Manor Township pays \$500.00 to the department to have this permit. This permit allows the Township to have discharges from our public system into the waters of the Commonwealth. The NPDES requires that we create a stormwater plan, and in this plan, we have six areas of focus:

- A. Public Education and Outreach – Having public meetings, our annual calendar, three newsletters each year are sent out to provide public education. After a DEP audit, it was suggested to put more information on our website. A tab was created offering ways to better manage your home’s wastewater including links to DEP and EPA websites. New residents moving into the Township receive a “Welcome Packet” which has information on proper water practices.
- B. Construction Sites – This is managing erosion on construction sites. Every building permit that comes from our office has a diagram and a fact sheet on how to install a silt fence. Sediment needs to be reduced leaving that site that can go into public water. Citizen calls reporting violations are encouraged.
- C. Public Participation and Involvement – This is the way we have engaged Civic Community groups. An example is the Penn Manor National Honor Society volunteers that walked an area of Little Conestoga and collected 1,000 pounds of trash.
- D. Post Construction Stormwater Management - Mr. Harris showed an example of a construction project where they put in an on-lot system. All the rain spouts were tied into the pictured infiltration pit, which reduces the amount of run off that leaves that property going into the West Branch of the Little Conestoga. This improves stormwater quality.
- E. Illicit Discharge and Elimination – The Township goal is to reduce problem areas. When the Township receives calls about constructions material being drained into basins, we need to go out and address those issues with the citizens. Some examples of Illicit discharge is the dumping of paint, automotive oil, and yard waste. A statistic shared was that on average, the EPA website states that American households improperly dump 193 million gallons of used oil every year. A complaint form can be retrieved on our Township website.
- F. Pollution Prevention and Good Housekeeping – The Township trains our employees. Every other month a training topic is discussed with the public works department.

There is a vast area that MS4 exists within the Township. There are 84 spots that stormwater piping dumps into the creek. In dry weather conditions an annual water inspection is required. If there is any illicit residue found an inspection must be done and rectified.

Mr. Strohecker thanked Mr. Harris for giving the presentation on the MS4 information. He also informed the audience how costly this Federally mandated MS4 program is. Some of the municipalities are enacting a fee to help offset the cost of MS4. Manor Township is very fortunate the way we run the program, and how our Public Works Department handles the MS4 obligation.

Mr. Wenzel asked if we would have any idea what the cost would be for Manor Township if we did not have the expertise of our employees. Mr. Strohecker stated that the most recent bio-basin that was constructed was \$32,000.00. Mr. Harris stated that if Rettew would have had to fully outsource this project, like other municipalities, it would have cost \$140,000.00.

g. Act 14 Notification- 289 Donerville Rd – no action required.

With no further business to discuss, Chairman Herr entertained a motion to adjourn the meeting. George Mann motioned, Missy Phelan seconded, and the motion carried unanimously. The meeting adjourned at 7:43 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Peg A Hess