

Manor Township Supervisors Meeting

Monday, April 1, 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 Monday, April 1, 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: Missy Phelan, Jim Keck, George Mann, John Wenzel

Staff Present: Ryan Strohecker, Peg Hess

Visitors Present: See Attached Sign-In Sheet

Public Comment – None to report.

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 made a motion, John Wenzel seconded, and the motion carried unanimously.

Old Business -

FERC Letter

Mr. Strohecker commented that the letter has been sent to oppose Cuff's Run. Apparently from the last meeting, there were around 300 comments, now there is over 900 comments on FERC's website, majority are in opposition to Cuff's Run project.

New Business

a. New Police Officer Hire –

Chief Cleary stated that Daniel comes to us from Long Island, he entered the United States Marine Corp after High School and served as a rifle man in various tours. After an Honorable discharge after his four-year period of services were up, went through college and looked around for some Police jobs and decide to be a Philadelphia Police Officer. He served the City of Philadelphia for just a shy nine years. Once Officer Liddick retired Chief Cleary was charged with hiring an Officer to replace Mr. Liddick. Mr. Vieira brings a lot of knowledge and skills and ability to work for the 19th District. Chairman Herr entertained a motion to hire Daniel Vieira effective April 1, 2024. George Mann so motioned, Missy Phelan seconded, and the motion carried unanimously.

District John Keller administered the Oath. District Keller commented that this is one of the items he really enjoys about his job. His job comes with a lot of different experiences, some better than others. The Oath of Office which is required in order to serve as a Police

Officer. It is an Oath to the constitution. Before an Officer is able to go into a community to serve and protect, you have to promise that you will support, obey and defend the Constitution which is done to protect the rights of all the citizens that you are serving in the community.

b. Appointment to Disruptive Conduct Appeals Board

George Mann made a motion to appoint Allan Herr Supervisor to the Disruptive Conduct Appeals Board. Jim Keck seconded, and the motion carried unanimously.

c. 2024 Materials Bid

This is our road maintenance bids The Township received some very competitive bids. Chairman Herr entertained a motion to the 2024 Materials Bid Tally Sheet as it is presented. John Wenzel so motioned, George Mann seconded, and the motion carried unanimously.

d. Briefing Item – Final Subdivision Plan

Steve Gergely of Habor Engineering, this is Subdivision for 299 Coffee Street, 11.5 acres the Northeast corner of Coffee Street and Walnut Hill Road. It contains an existing resident and barn near the intersection. The owners Rob and Shelly Barley are proposing to subdivide off the property, 1.9 acre lot and leave the remaining land. We have done sewage testing, hydro studies for both the properties and sewage planning module resolutions. There are no new proposed improvements as part of this plan other than the Subdivision. We are asking for some waivers and waiting for approval from Rettew. Chairman Herr entertained a motion to move this agenda item to an action item. George Mann so motioned, Missy Phelan seconded, and the motion carried unanimously. Chairman Herr entertained a motion to conditionally approve the final subdivision plan for 299 Coffee Street based on the January 9, 2024 Rettew letter. John Wenzel so motioned, George Mann seconded, and the motion carried unanimously.

e. Resolution 10-2024 – Sewer Planning Module – 299 Coffee Street

Chairman Herr entertained a motion to approve Resolution 10-2024. Missy Phelan so motioned, John Wenzel seconded, and the motion carried unanimously.

f. New Manor Township Summer Office Hours Trial – Monday-Friday 7:30am-6:00pm or 7:00am-5:30pm During June, July, August

Mr. Strohecker commented that the Township is looking to do a trial run in June, July and August to move our Administrative Staff which would include 2 secretaries and police department and one and half secretaries in the Administrative department to 4 ten-hour shifts. The reason for doing this, is to use as a trial basis to expand our office hours to the public during the months of June, July and August so the Summer months. Mr. Strohecker and the Chief are currently working our hours. Currently the office hours are 8:00 am – 4:30pm this would make our office hours 7:30am-6:00pm or 7:00am-5:30pm with the hopes that it gives the Public a little bit more time before the workday or after the workday if they need to come in to pay a ticket or if they Zoning questions. The Office would have

availability here with expanded office hours. It would be a shift in schedule for 4 individuals. It's a little bit of a challenge with working out the shifts. Chairman Herr stated that he thinks it is commendable that you are willing give this a trial run and offer extended hours. If you and the Chief can work out the details.

Mr. Wenzel commented that he believes this would be a good thing to do, expanding the hours to offer our services. Mr. Wenzel asked if this includes the Zoning Officer. Mr. Strohecker commented that it would not affect the salary individuals, there is one hourly employee on the Admin side that it would not affect. Most people that come in with questions can be handled but one of our secretaries. Mr. Strohecker and Chief are discussing having cross training to make sure someone is covering all those hours and any questions. While the Zoning Officer wouldn't be here to answer the question, the secretary could get the detailed information and the Zoning Officer would contact them the next day.

With no further business to discuss, Chairman Herr entertained a motion to adjourn the meeting. George Mann so motioned, Jim Keck seconded, and the motion carried unanimously. The meeting adjourned at 7:28 p.m.

Respectfully Submitted,

J. Ryan Strohecker
Secretary-Treasurer

Recording Secretary
Peg A Hess