



*Gut Road Boat Launch is located at the end of Gut Road in the Village of Saginaw. It can be used for fishing, waterfowl and recreational water activities.*

# RECREATION

The Recreation Board adopts rules concerning parks and recreation facilities with direction from the Board of Supervisors. We are looking for volunteers to serve on the Board.

For information about our Township Parks, please contact the Township Office at 717-266-4279.

We do not reserve any pavilions. Pavilions at the Dauberton and Saginaw Parks are a “First Come First Served”.



## DAUBERTON PARK

It has a pavilion, walking path, play area and equipment for ages 12 and under. This Park is located at 300 S. Poplar Court, in Manchester on the west side of the Township off N. George Street. Take Forge Hill Road to Boxwood Road and go one block on Boxwood Road to Poplar Court and turn right.



## SAGINAW PARK

It has a small pavilion, swings, picnic tables, ball field, and a play area for ages 12 and under. This Park is located at the intersection of York Street and Market Street in Saginaw.

## CONEWAGO CREEK RECREATION AREA

This area contains six soccer fields which are located at 1500 Wago Road. This area is only open to the public when the soccer fields are being used for NEYSA activities.



## JOHN RUDY COUNTY PARK

John Rudy County Park is located in East Manchester Township at 400 Mundis Race Road, totaling 150 acres. It offers sports fields, sand volleyball courts, horseshoe pits, a 3.1-mile cross-country running trail, dog park, BMX track and large open spaces. Pavilions with picnic tables can be rented for a nominal fee by contacting York County Parks at 717-840-7440. The Park also connects to the northern extension of the Heritage Rail Trail.



## TOWNSHIP DATA

CLASSIFICATION:	.....Township of 2ND Class	POPULATION:	.....7,264 (2010 Census)
FOUNDED:	.....1887	MILEAGE:	.....47.39 Miles of Roads





# PUBLIC WORKS DEPARTMENT



Public Works Director: Shane Haugh  
Phone: 717-266-4279 | Email: emantwp@emanchestertwp.com

## The Public Works Department offers many services:

### LEAF COLLECTION – BURNING LEAVES IS PROHIBITED

For several weeks in the fall, the Public Works Department collects leaves throughout the Township. Leaves are to be placed in long narrow piles next to the curb or edge of your property. Do not rake sticks, brush, trash or animal waste into the leaves. Due to unknown weather conditions, it is impossible to schedule specific days. Our crew will continue moving throughout the Township until the last day of pickup.

### SNOW REMOVAL

To assist the Public Works Department in effectively removing snow and ice from the streets, please keep in mind the following:

- It is the responsibility of property owners to clean their sidewalks.
- For your safety, please clear away the snow from fire hydrants near your property.
- Do not shovel, blow or plow the snow from your driveway and/or sidewalk into the street.
- Keep the storm water inlets open near your property.

When snow is on the roads, please:

- Do not park on the roads or in cul-de-sacs.
- Ensure your mailbox does not extend over the edge of the road.
- Shovel your driveway AFTER the snowplow clears your road.
- Do not shovel your snow onto the road.
- And lastly, be patient!

### STREET SWEEPING

Depending on weather conditions, the Public Works Department begins sweeping streets in March/April and will continue until completion.

### STATE ROADS WITHIN EAST MANCHESTER TOWNSHIP

There are many state roads within the Township which PennDOT maintains. If you have questions or concerns regarding these roads, you should contact PennDOT directly at 717-848-6230.

Board Road (Manchester)	Long Road	Saginaw Road
Canal Road	Market Street	Starview Road
Codorus Furnace Road	Mt. Hebron Church Road	Wago Road
Conewago Creek Road	N. George Street Extd. (Rt. 181)	Zions View Road
Locust Point Road	N. Sherman Street Extd. (Rt. 24)	

## SIDEWALK & DRIVEWAY CLEARING



- Plowing, blowing or shoveling ice or snow onto Township streets is strictly prohibited. If you pile snow on the street beside your driveway entrance, the passing plow will simply deposit the snow back into your entrance. Shovel or blow the snow into/onto your property, this will reduce the amount the plow pushes into your entrance.

- Sidewalks must be cleared with 24 hours after snow stops falling. Do not pile snow between the street and sidewalk, it could be pushed back on the walk by the passing plow.

## ANIMAL CONTROL OFFICER

The Animal Control Officer is responsible for animal control in the Township. The duties include, but are not limited to enforcement of the State Dog Law, responding to calls and retrieving strays. Stray dogs will be picked up at no expense to Township residents but a “return to owner” fee will be accessed.

For information about free-roaming cats, contact the SPCA at 717-764-6109.

Residents are to call 911 for animal control and they will dispatch the Animal Control Officer. All wildlife and dead animals fall under this program.

## RURAL LIVING AGRICULTURAL

East Manchester Township has always been a rural-agricultural community and continues to protect our farmlands. Tractors and farming equipment are often on rural roadways. The drivers of the farm equipment have limited visibility. Use caution when passing these vehicles, make sure you have plenty of time to pass safely.

Some agricultural practices such as late hours, fertilizer applications and crop management, may conflict with the perception of “living in the country”. These practices are protected by State Laws from nuisance complaints.



## WASTE AND RECYCLING



### Penn Waste

P.O. Box 3066 | York PA 17402  
Phone: 717-767-4456 or 866-575-8720  
info@pennwaste.com / www.pennwaste.com

All residential recycling and trash services are provided to the Township by Penn Waste. The weekly collection service is provided on Wednesday. Township residents must contact Penn Waste to set up their own account. Recycling totes are provided by Penn Waste.

East Manchester Township’s Ordinance 2003-1 states all residential, commercial and industrial establishments are required to participate in the Township’s recycling program - **RECYCLING IS MANDATORY**.

### BURNING OF RECYCLABLES IS PROHIBITED PER TOWNSHIP “NO BURN” ORDINANCE 2007-1.

- The Township has two “yard waste” collection days, one in May and one in October. Penn Waste will collect an unlimited number of bags or bundles placed at the curb on these days. Check the Penn Waste website or the Township website for specific dates.
- There is one “large item” pick-up available each week.

If regular trash service is not used, you can obtain orange trash bags from the Township for a fee.

## NORTHEASTERN YORK COUNTY SEWER AUTHORITY

200 N. Main Street | Mt. Wolf PA 17347  
Phone: 717-266-1493  
Hours: 7:30 AM – 4:00 PM Monday – Friday  
Monthly Meeting: Fourth Monday of each month at 7:00 PM  
General email: info@neycsa.org  
Billing Questions: dboorujy@neysa.org

Northeastern York County Sewer Authority was formed in 1986. The Authority was formed to service the Boroughs of Manchester and Mt. Wolf and East Manchester Township.

## SEWAGE ENFORCEMENT

**Sewage Enforcement Officer:**  
Dave Brown - Gordon L. Brown  
& Associates, Inc.  
Phone: 717-741-4621  
www.glba-engineering.com

**Alternate Sewage Enforcement Officer:**  
Keith Hunnings - South Penn Consultants  
Phone: 717-942-2248  
keith@southpenn.net

## NORTHEASTERN SENIOR CENTER

131 Center Street | Mt. Wolf PA 17347  
Hours: Monday - Thursday 8:00 AM - 2:00 PM  
Phone: 717-266-1400  
http://www.mtwolf.org/seniorcenter/  
www.facebook.com/northeastern-senior-center

The Northeastern Senior Community Center operates to serve senior citizens age 60 and over. Membership is free, registration requires proof of identification and being a York County resident.

We serve East Manchester, Manchester, Conewago, Newberry and Fairview Townships and including the Boroughs of Mt. Wolf, Manchester, Goldsboro and York Haven with home-delivered meals. All residents of York County are welcome to join us for programs, exercising, lunch and more!

## NORTHEASTERN SCHOOL DISTRICT

The district operates eight schools:

Conewago Elemenetary School .....	717-266-1644
570 Copenhaffer Road, York PA 17404	
Mt. Wolf Elementary School .....	717-266-6570
570 Maple Street, Mt. Wolf PA 17347	
Orendorf Elementary School .....	717-266-5621
S. Hartman Street, Manchester PA 17345	
York Haven Elementary School .....	717-266-5007
360 Cassel Road, York Haven PA 17370	
Shallow Brook Intermediate School .....	717-266-7030
213 S. Hartman Street, Manchester PA 17345	
Spring Forge Intermediate School .....	717-266-9833
100 S. Hartman Street, Manchester PA 17345	
Northeastern Middle School .....	717-266-3676
4855 Board Road, Mt Wolf PA 17347	
Northeastern High School .....	717-266-3644
300 High Street, Manchester PA 17345	
Administrative Building Office .....	717-266-3667
41 Hartman Street, Manchester PA 17345	



# ZONING AND PERMIT DEPARTMENT

**Zoning Officer:** Brittany Kohler  
**Phone:** 717-266-4279  
**Email:** zoningofficer@emanchestertwp.com

## WHAT TYPE OF BUILDING PERMIT DO YOU NEED?

East Manchester Township requires residential permits for many types of construction and building work. Building permits are for projects falling under the State Building Code and require inspections. Please allow up to (15) fifteen business days for Zoning and Residential building permits and (30) thirty days for Commercial/Industrial building permits.

### Examples of work requiring a Zoning Permit:

- Construction and/or installation of a fence, shed, unattached carport or unattached garage, under 1,000 square feet.
- Construction and/or installation of a patio, including paver patio or porch with no roof or walls.
- Construction and/or installation of a walkway on the property other than the sidewalk along the street (this requires a different permit).
- Construction and/or installation of a deck where the deck is less than (30) thirty inches from the ground.
- Widening or new paving on an existing driveway and includes stoned areas.

### Examples of work requiring a Building Permit:

- Building an addition onto your house, including attached garages and carports.
- Construction and/or installation of an unattached garage is 1,000 square feet or bigger.
- Above ground or in ground pools, even wall-less, portable pools and hot tubs. Any pool (24) twenty-four inches or deeper needs a permit.
- Adding a roof to a patio, porch or deck where the roof is attached to the house.
- Construction and/or installation of a deck where the deck is (30) thirty inches or more from the ground.
- Installation of doors and windows if new doors and windows are of a different size.
- Upgrading an electrical service.
- The addition or relocation of electrical wiring or plumbing.
- Finishing a basement.

### Examples of work NOT requiring any permit:

- Repair to existing structures such as floorboards on a deck.
- Sealcoating a driveway.
- Putting new shingles on roof.
- Replacing or installing siding on a house.
- Replacing windows and door with new ones of the same size.
- Replacing a garage door (replacing a manual door with an electric door will require an electrical permit).
- Wallpaper, carpet, tile, paint and interior cabinetry such as kitchen cabinets.

Please contact the Zoning Officer if you are unsure what type of permit you need. Commercial/Industrial businesses should call the Township for permitting questions.

Permit Application and Explanations can also be found at [www.emanchestertwp.com/permits](http://www.emanchestertwp.com/permits) on our webpage.

# PROPERTY MAINTENANCE TIPS FOR HOMEOWNERS!!

Here are some of the most common “problems” homeowners can encounter. By staying on top of these issues you can avoid letters from the Township (which could result in fines).

- Mow the grass. Once grass or weeds get higher than (12) twelve inches, it is a violation.
- Blowing grass into the road is not allowed as it creates issues in the storm water drains. This is considered an illicit discharge.
- Old cars or project cars need to be stored indoors. A vehicle that is not up to date on state inspection or inoperable may not be stored outside.
- Keep trash, junk and yard debris cleaned up on your property.
- Additional off-street parking must be provided for campers, RV’s, boats and trailers. All vehicles/trailers must be up-to-date with registrations, license plates and inspections.

# TAX COLLECTOR’S OFFICE

**Tax Collector:** Kathy Emswiler  
**Office Location:** 20 Bonita Drive | Mount Wolf PA 17347  
**Phone:** 717-266-6108 | **Email:** emantwpcollector@comcast.net

**Office Hours:**  
Tuesdays – 2:00 PM - 6:00 PM | Thursdays – 9:00 AM - 2:00 PM

*Evening Hours by Appointment ONLY*

Office is closed on Saturday, Sunday and Holidays

A drop box is available on the wall next to the Tax Collector’s office for payments when the office is closed.

**DO NOT** leave **CASH** in the drop box!

Check the sitting notice paperwork included in your tax envelope for the collection dates and times at the East Manchester Township Office.

Please contact the Tax Collector if you have any questions regarding your taxes.

# EMERGENCY MANAGEMENT COORDINATOR

**Budd Staub**  
**Phone:** 717-577-1844

The Emergency Management Coordinator is a municipal volunteer position. The EMC position performs administrative and technical work in the development, implementation and coordination of the Emergency Management Program. He coordinates and acts as liaison for disaster recovery efforts. Volunteers are welcome.



# AMBULANCE

**Northeastern Area EMS Medical Services**

10 Devco Drive, Manchester PA 17345  
**Phone:** 717-266-5736  
**For all emergencies, call 911**  
[www.ems23.org](http://www.ems23.org)

# NORTHEASTERN REGIONAL POLICE DEPARTMENT

5570 Board Road | Mt. Wolf PA 17347  
**Chief of Police:** Bryan Rizzo  
[www.neregionalpd.us](http://www.neregionalpd.us)

**Office Hours:** Monday – Friday 7:30 AM to 4:00 PM

**For all emergencies, call 911**  
**Non-emergencies, call 717-266-6195**

Northeastern Regional Police Department Advisory Board’s monthly meeting is held the third Monday of each month at 6:00 PM. Dave Naylor is the Chairman of the Board and can be reached for questions at 717-266-1752.

The Northeastern Regional Police Department includes a chief, two sergeants, seven patrolman and two detectives. Northeastern PD was founded in 1983 when Mt. Wolf Borough and East Manchester Township police departments merged and formed the regional police department. Later Manchester Borough merged into the regional force. Since this merger, the Department has given 24/7 service to the community.

The office has an expired or unwanted medication drop-off box which is open during regular business hours.

# NORTHEASTERN FIRE RESCUE

## Volunteer Fire Companies Serve Our Community

The Township Supervisors urge you to support our fire companies in their fundraising activities or to assist in any manner possible. They are dependent on your donations. Volunteers are the key to our fire companies’ success. Their operations are essential to the quality of life in our Township.



**EAGLE FIRE COMPANY**  
Founded April 21, 1913  
54 Center Street | Mt. Wolf PA 17347  
**Phone:** 717-266-2342  
**For all emergencies, call 911**  
[www.fire22.org](http://www.fire22.org)



**UNION FIRE COMPANY #1**  
Founded February 23, 1912  
201 York Street | Manchester PA 17345  
**Phone:** 717-266-2226  
**For all emergencies, call 911**  
[www.unionfire23.com](http://www.unionfire23.com)

# ★ ★ ★ ★ ★ VOTING ★ ★ ★ ★ ★

## POLLING PLACE:

**Northeastern Middle School**  
4855 Board Road | Mt. Wolf PA 17347

## VOTER REGISTRATION INFORMATION:

**York County Elections and Voter Registration**  
York County Administrative Center  
28 East Market Street | York PA 17401  
**Phone:** 717-771-9604  
<https://yorkcountypa.gov/voting>

# ★ ★ ★ ★ ★ STATE GOVERNMENT ★ ★ ★ ★ ★

**Governor:**  
Thomas Wolf ..... 717-787-2500

**State Senator (48th District):**  
Chris Gebhard ..... 717-787-5708

**State Representative (47th District):**  
Keith Gillespie ..... 717-840-4711

