

**EAST MANCHESTER TOWNSHIP**

**BOARD OF SUPERVISORS**

**AGENDA**

**January 6, 2025**

**6:00 p.m.**

1. OPEN MEETING
  - 1.1. Pledge to the Flag
2. APPROVE OR AMEND AGENDA
  - 2.1. January 6, 2025
3. APPROVE OR AMEND MINUTES
  - 3.1. December 9, 2024 – Special Road Meeting
  - 3.2. December 10, 2024 – Regular Meeting
4. PUBLIC COMMENTS
5. EMERGENCY SERVICES REPORT
  - 5.1. Fire Chief's Report
  - 5.2. York County Regional Police Report
    - 5.2.1. Ordinance No. 2025-1 – Authorizing Intergovernmental Cooperation for the Adoption of a Charter Agreement for the York County Regional Police Department and Spring Garden Police Department to Merge
  - 5.3. Northeastern York County Emergency Management Agency
    - 5.3.1. John Moramarco Resignation as Assistant EMC
6. SPECIAL REQUESTS
7. CORRESPONDENCE
  - 7.1. The York Adams Tax Bureau will no longer mail out Individual Annual or Quarterly Estimated Income Tax Return Forms to save on costs – Electronic Postcard and Notice to All Employers from YATB is on the Township Website under News
8. SOLICITOR'S REPORT
  - 8.1. Solicitor's Report
  - 8.2. Zoning Ordinance Amendments
  - 8.3. Ordinance 2025-2 General Code Amendments
  - 8.4. Noise Ordinance Amendment

9. ENGINEER'S REPORT

- 9.1. Engineer's Report
- 9.2. Triple Crown Corporation request for Surety Reduction for Rolling Meadows/Rentzel Farm
- 9.3. Willow Springs Cul-de-sac
- 9.4. Espresso Way Improvements
- 9.5. North Sherman St Ext PennDOT Update

10. MANAGER/SECRETARY/TREASURER'S REPORT

- 10.1. Northeastern York County Sewer Authority Minutes
- 10.2. Zoning Officers Report
  - 10.2.1. Zoning Hearing Board – No December meeting.
  - 10.2.2. Planning Commission – December 17, 2024
  - 10.2.3. Assistant Zoning & Codes Officer Report
    - 10.2.3.1. Junkyard 2025 Licenses
      - 10.2.3.1.1. 1277 Conewago Creek Road
      - 10.2.3.1.2. 509 Jerusalem School Road
- 10.3. Recreation Board
- 10.4. Volunteer Services Tax Program

11. PUBLIC WORKS REPORT

- 11.1. Public Works Report

12. SUBDIVISION AND LAND DEVELOPMENT PLAN

13. SUPERVISOR'S COMMENTS

14. BILL APPROVAL AND PAY BILLS

15. EXECUTIVE SESSION (As Needed)

16. ADJOURN MEETING

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\*All interested parties are invited to attend. Persons with disabilities may contact the Township office at (717)266-4279 at least five (5) business days prior to the public meeting to discuss how to best accommodate your needs.

**\* Board of Supervisor Meeting Live Stream**

The East Manchester Township Board of Supervisors is providing viewing access to its meeting via live streaming on youtube.com. Channel Name [@EastManchesterTownship](#). This will allow the public to view the Board of Supervisors meeting live and will store on YouTube for a controlled amount of time. The meeting link will not allow public participation nor the submission of questions or comments. If any citizen would like to provide public comment during a meeting, they are encouraged to attend the meeting in person. The Township cannot guarantee that there will not be interruptions in the link or recording due to technical difficulties or failures. To ensure full access to any meeting, citizens are encouraged to attend in person.

**EAST MANCHESTER TOWNSHIP**  
**Board of Supervisors**  
**January 6, 2025**

Present: Chairman David L. Naylor, Vice Chairman Darryl Albright, and Supervisor Dean Kohr; Attorney Thomas Lang; Manager/Secretary/Treasurer Kristie Masemer (via TEAMS); Public Works Director Shane Haugh (absent); Engineer Byron Trout (absent); Zoning Officer Katie Snyder (via TEAMS); and 4 citizens.

At a regular meeting held at the Township building, Chairman Naylor called the meeting to order at 6:02 p.m.

The Pledge of Allegiance was given to the Flag of the United States of America.

**Motion by Supervisor Kohr, second by Vice Chairman Albright, to approve the Agenda as presented. All members voted aye; motion carried.**

**Motion by Vice Chairman Albright, second by Chairman Naylor, to approve the minutes of the special road meeting of December 9, 2024 with one change; a typo in the second paragraph, should be “dispended”. All members voted aye; motion carried.**

**Motion by Supervisor Kohr, second by Vice Chairman Albright, to approve the minutes of the meeting of December 10, 2024. All members voted aye; motion carried.**

**Public Comments – None.**

**Emergency Services Report**

Fire Chief's Report – Nothing to add.

York County Regional Police Report – **Motion by Chairman Naylor, second by Vice Chairman Albright, to adopt Ordinance No. 2025-1 – Authorizing Intergovernmental Cooperation for the Adoption of a Charter Agreement for the York County Regional Police Department and Spring Garden Police Department to Merge. All members voted aye; motion carried.**

Northeastern York County Emergency Management Agency – Michael Fischer shared that John Moramarco resigned as the assistant Emergency Management Coordinator and thanked him for his service. Chairman Naylor also thanked Mr. Moramarco because he learned a lot from him when Mr. Moramarco was the coordinator back in the day.

**Special Requests – None.**

**Correspondence**

The York Adams Tax Bureau will no longer mail our Individual Annual or Quarterly Estimated Income Tax Return Forms to save on costs – Electronic Postcard and Notice to All Employers from YATB is on the Township website under News. Supervisor Kohr stated that he has an issue with the required ACH payment being required as stated within the postcard.

**Solicitor's report – Attorney Thomas Lang**

- Zoning Ordinance amendments – these amendments were submitted to both the YCPC and the EMTPC. YCPC has not sent a review letter yet. Chairman Naylor read the draft Planning

Commission minutes and stated that it's clear there are differences between the board, PC, and staff regarding roadside stands. There may need to be an interim discussion to sort out this proposed ordinance section.

- General Code amendments – This has been discussed in public meetings several times and is now ready for adoption. **Motion by Chairman Naylor, second by Supervisor Kohr, to adopt Ordinance No. 2025-2 – General Code Amendments as presented. All members voted aye; motion carried.**
- Noise Ordinance Amendment – the Solicitor received a quote from a company that specializes in conducting noise studies, but the board would like to see the second quote from a company Byron knows as well. The board will revisit this in February.
- Canal Road Betterment Updates – There was a meeting on Friday regarding the detours and phases.
- The board would like an executive session regarding litigation listed in the solicitor's report.

#### **Engineer's report – Byron Trout**

Triple Crown Corporation request for Surety Reduction for Rolling Meadows/Rentzel Farm – Triple Crown Corp. requested a reduction to the amount of \$28,487.15. Mr. Trout wrote a letter not recommending the requested reduction due to remaining sidewalk to be constructed at 738 LF and the remaining seeding and mulching is 2-acres. **Motion by Chairman Naylor, second by Vice Chairman Albright, to deny the surety reduction request from Triple Crown per the Township Engineer's recommendation listed in his letter dated December 23, 2024. All members voted aye; motion carried.**

Mrs. Masemer stated that Byron informed her that he will have updates in February for the HOPs for Willow Springs cul-de-sac, Espresso Way improvements, North Sherman Street Ext. PennDOT.

#### **Secretary/Treasurer/Manager's report – Kristie Masemer**

*Sewer Authority* – minutes were provided to the board with their approved budget.

*Zoning Officer* – No January meetings for Zoning Hearing Board and Planning Commission.

*Assistant Zoning and Codes Officer* – Junkyard Licenses – Ms. Snyder reported that both junkyards continue to decommission and get rid of more vehicles. This was a better year for them as they both got rid of 10-20 vehicles this year. Staff recommends approval of the 2025 Licenses for both 1277 Conewago Creek Rd. and 509 Jerusalem School Rd. **Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve both 2025 junkyard licenses for 1277 Conewago Creek Rd. and 509 Jerusalem School Rd. All members voted aye; motion carried.**

*Recreation Board* – nothing to report.

#### **Public Works Report – Vice Chairman Albright in place of Shane Haugh (absent)**

Vice Chairman Albright reported that the Public Works crew runs a very efficient operation for salting and plowing during inclement weather. They did an excellent job for this storm. He reported that he is proud to be part of it as a part-time driver.

#### **Land Development/Subdivision – None**

#### **Supervisor's comments – None**

**Motion by Chairman Naylor, second by Supervisor Kohr, to pay the bills as presented. All members voted aye; motion carried.**

**Motion by Chairman Naylor, second by Vice Chairman Albright, to recess to executive session for litigation updates with no action from the board. All members voted aye; motion carried. The meeting recessed at 6:43 p.m.**

**Motion by Chairman Naylor, second by Supervisor Kohr, to adjourn. All members voted aye; motion carried. The meeting adjourned at 7:13 p.m.**

Respectfully submitted,

Kristie Masemer  
Secretary/Treasurer/Manager