

EAST MANCHESTER TOWNSHIP

BOARD OF SUPERVISORS

AMENDED AGENDA

September 9, 2025, at 6:00 p.m.

1. OPEN MEETING
 - 1.1. Pledge to the Flag
2. APPROVE OR AMEND AGENDA
 - 2.1. September 9, 2025
3. APPROVE OR AMEND MINUTES
 - 3.1. August 12, 2025
 - 3.2. August 21, 2025, Financial Review Meeting
4. PUBLIC COMMENTS
 - 4.1. Herb Nix Jr. presenting idea of rezoning from Low Density Residential Zoning District (R-1) to High Density Residential Zoning District (R-3) on parcels off Chestnut St., between Chestnut Valley Residential Development and the Northeastern York County Sewer Authority.
5. SPECIAL REQUESTS
 - 5.1. York County Library Request to have a shelf of books within the Township Building
 - 5.2. Tax Collector Kathy Emswiler requests the supervisor's decision on exonerating the property of 155 Burberry Ln. due to a house fire in the amount of \$55.38. The County of York granted an exoneration to the property owners. Once the home is reconstructed, the County will pit it back on the books and a new bill will be sent.
 - 5.3. York County Quick Response Team request for a donation.
6. SUBDIVISION AND LAND DEVELOPMENT PLAN
7. SOLICITOR'S REPORT
 - 7.1. Data Center Ordinance
8. ENGINEER'S REPORT
 - 8.1. Engineer's Report
 - 8.2. Hillwood Enterprises, L.P. request to release the Financial Security in the amount of \$131,556.65 for the Garrod Property Development
 - 8.3. North Sherman St. Ext. PennDOT and Township Project
 - 8.4. Willow Springs Cul-de-sac
 - 8.5. Espresso Way Improvements

9. PUBLIC WORKS REPORT

9.1. Public Works Report

10. EMERGENCY SERVICES REPORT

10.1. Fire Chief's Report

10.2. York County Regional Police Report

10.3. Northeastern York County Emergency Management Agency

11. MANAGER/SECRETARY/TREASURER'S REPORT

11.1. Northeastern York County Sewer Authority Minutes

11.2. Zoning Officers Report

11.2.1. Zoning Hearing Board – No September meeting

11.2.2. Planning Commission – September 23, 2025, meeting.

11.2.3. Code Enforcement Officer Report

11.3. Recreation Board

11.3.1. Park Rules

11.4. 2026 Minimum Municipal Obligation – East Manchester Township Pension Plan – Expected Financial Obligation is \$61,000.00

11.5. Proposed Tax Rate Increase

11.6. Fill Position on the Northeastern York County Sewer Authority Board

12. CORRESPONDENCE

13. BILL APPROVAL AND PAY BILLS

14. SUPERVISOR'S COMMENTS

15. EXECUTIVE SESSION (As Needed)

16. ADJOURN MEETING

*All interested parties are invited to attend. People 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
September 9, 2025
AMENDED

Present: Chairman David L. Naylor, Vice Chairman Darryl L. Albright, and Supervisor Dean E. Kohr; Attorney Andrew Miller; Manager/Secretary/Treasurer Kristie Masemer; Public Works Director Shane Haugh; Engineer Byron Trout; Zoning Officer Kate Snyder; Recording Secretary, and nine 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 Chairman Naylor, second by Vice Chairman Albright, to amend the agenda to add Item 11.6, fill the open Sewer Authority position. All members voted aye; motion carried.

Chairman Naylor disclosed that since the meeting of August 12, 2025, the Board did not meet.

Motion by Vice Chairman Albright, second by Chairman Naylor, to approve the minutes of the meeting of August 12, 2025. All members voted aye; motion carried. Motion by Supervisor Kohr, second by Vice Chairman Albright, to approve the minutes of the financial review meeting held on August 21, 2025. All members voted aye; motion carried.

Public Comments

Mike Grothouse, 1215 Canal Road Extended, reported that there's been a noticeable increase in speeding traffic on his road. Anything to be done? Chairman Naylor will bring it up at the next police board meeting.

Herb Nix, Jr., Chestnut Street, presented a proposal to rezone parcels off Chestnut Street between Chestnut Valley Residential development and the Northern York County Sewer Authority. Proposed rezoning from Low-Density Residential (R-1) to High-Density Residential (R-3). He was starting the process to subdivide three lots off for his children. During that process, it was brought up that the sewer authority was notified. The sewer authority might be interested in purchasing some of the land. Mr. Nix isn't wild about having one of his lots view a sewer facility, if one of his created lots had an expensive house on it. In thinking about what might be approved on this parcel, he thought of proposing the rezoning from R-1 to R-3. The property across the road from Mr. Nix's parcel is zoned R-2, so that zone is at least nearby.

To accomplish this, this proposal would have to be presented to the Township Planning Commission. It would not have to go before the Township Zoning Hearing Board, but it would have to go to the YCPC. After that, the Board of Supervisors would act on the proposal at a public hearing. The Board tonight will either advise Mr. Nix to start the process or to not start the process.

From Supervisor Kohr, what's the long-term vision? Unknown. Possibly put a townhouse community on the parcel. Would this be spot zoning? From Attorney Miller, if there are four created lots, it wouldn't look like spot zoning. Is this creating a benefit for a single entity? From Mrs. Masemer, would it create a problem for the sewer authority if it's converted to a non-conforming use? Mrs. Masemer read the permitted uses in the R-3 zone and Public Utility Facility is only permitted by Special Exception. Attorney Miller stated that the Sewer Authority would become a pre-existing non-conformity and would require Zoning Hearing Board relief.

The Board members would like to hear what the Planning Commission members say.

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Special Requests

York County Library requested to have a shelf of books at the Township Building. Chairman Naylor and Mrs. Masemer met with the library personnel. It seems like it might not be a good idea overall, for several reasons. It might be better for the library to approach Leg-Up Farms. **Motion by Chairman Naylor, second by Vice Chairman Albright, to authorize the Township Manager to send an email to the library, declining the offer. All members voted aye; motion carried.**

Tax Collector Kathy Emswiler requests exoneration of a property at 155 Burberry Lane in the amount of \$55.38, due to a house fire. The County granted exoneration to these property owners. When the new structure is completed, the County will put it back on the tax records and a new bill will be sent. **Motion by Chairman Naylor, second by Supervisor Kohr, to approve the tax exoneration for 155 Burberry Lane in the amount of \$55.38. All members voted aye; motion carried.**

York County Quick Response Team requested a donation. Nothing discussed; deferred to the beginning of 2026 since a donation was made in February 2025.

Land Development/Subdivision –

Nothing at this time.

Solicitor's report – Attorney Andrew Miller

- Data Center Ordinance -- Attorney Miller gave revisions based on the YCPC's comments. Any further changes would require sending it back to the YCPC. Discussion: is a fire suppression system warranted? Not sure just yet. Communication is likely already in place for fire department use. Electrical shut-offs – should this be addressed in the ordinance? Chief Stevens advises looking at this issue, particularly with regard to proper training. How is this data center powered? How about the water source? Provisions already made for water use. The power option presents different issues. How about a micro-grid situation? Might be a good idea to include. Regarding water use, it's important that the data center not affect any residents' wells. Attorney Miller reported that it seems that this concern is already well addressed in the proposed ordinance, although the discussed 1000' distance seems short. Mr. Trout can check with someone better acquainted with this issue. With these revisions, this proposal should go back before the Township Planning Commission. From Chief Stevens, he did some quick research and learned that the National Fire Commission requires a fire suppression system, but the state fire commission does not, and the Township cannot require something more restrictive than the state requirements. The Board can adopt the ordinance as presented tonight while still making revisions for future adoption. That way the ordinance is in place as soon as possible just in case an applicant comes forward in the very near future. **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize Attorney Miller to proceed with advertising this ordinance, as presented tonight, for a public hearing in October. All members voted aye; motion carried.**

Engineer's report – Byron Trout

Motion by Chairman Naylor, second by Supervisor Kohr, to approve a release of financial security for Hillwood Enterprises, LP, in the amount of \$131,556.65, for the Garrod property development, leaving a balance of \$0, per the recommendation of the Township Engineer. All members voted aye; motion carried.

North Sherman Street Ext. PennDOT and Township project update – many approvals already obtained. SUE approval is still outstanding. Mr. Trout's on it, jumping through PennDOT's hoops. It
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was noted that this has been a very frustrating, long and drawn-out process from the get-go.

Willow Springs cul-de-sac update – binder course was placed. Permit submitted to close the road when needed. Further discussion is needed regarding the gates.

Espresso Way improvements update – permits filed. Still in progress.

Mrs. Masemer reported that the grant application was received for the Willow Springs project. Should find out maybe December.

Public Works Report – Shane Haugh

From Chairman Naylor, good job on the cul-de-sac!

Update on the PennDOT bridge on Wago Road is now completely open. Will the weight restriction signs be removed? Unknown; Mr. Haugh will check.

Emergency Services Report

Fire Chief's Report – apologies for the tardiness of his report. Mandated software change to a new reporting system coming up. Received an extension to the end of the year. This is a work in progress. What's the status of the volunteer fire department in the community? Spread kind of thin with different activities. Volunteers try to fill up the spots where people are needed. There are times when one company tries to cover all of the overnight calls. There are some new applicants, which is good. Let's focus on the positive. Chairman Naylor reported that all industrial and commercial partners are asked to make contributions to help fund the volunteer firefighting force. Not all contribute, but all are asked. Chief Stevens noted that the department's newest engine is a 2000 model; replacement cost is \$1.5M.

York County Regional Police Report – searching for more officers plus supplemental help for the SROs.

Northeastern York County Emergency Management Agency – report provided. Kudos to EMT crews for work during some recent storms. Still trying to rectify the communications issue with the county 911 system. Vice Chairman Albright would like to know the specifics of this communications breakdown.

Secretary/Treasurer/Manager's report – Kristie Masemer

Sewer Authority – still need someone to serve on the Authority. Area 2 is still on hold.

Zoning Officer – No Zoning Hearing Board meeting in September. Planning Commission will meet on September 23, for the Trade Center 23 project.

Code Enforcement Officer – Nothing discussed.

Recreation Board – Park rules – Mr. Haugh noted that there are no park rules, per se. Some people are playing night disc golf, bothering the neighbors. There is no 'dusk to dawn' rule governing activity in the park. Mr. Haugh would like to see some park rules. Attorney Miller reported that the Recreation Board is the authority to develop and adopt park rules. Other municipalities have park rules; Attorney Miller can provide some examples. Perhaps mirror the rules at the County parks, too. Attorney Miller will check those as well.

2026 Minimum Municipal Obligation – EMT Pension Plan, expected financial obligation is \$61K – **Motion by Vice Chairman Albright, second by Chairman Naylor, to approve the expenditure of \$61K for the 2026 MMO. All members voted aye; motion carried.**

Proposed tax rate increase – financial review meeting on October 22, 4 p.m. will be devoted to this proposal, however, discussions will continue at each Board of Supervisors meeting until December. Mrs. Masemer provided a chart of annual expenses from 2019 to proposed 2026. She noted that the building project was removed from these figures, so the building project can't be blamed for the need to increase

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the tax rate. She also noted that the income has not increased commensurate with the expenses. The Township has been using its savings account for the past few years to make ends meet. It's been relying on prior fund balances to cover shortfalls. Real estate taxes haven't increased in 20 years. Staff has worked hard to balance revenue and expenses, cutting expenses where possible (from \$8M to \$6M). The Board proposes removing the fire hydrant tax and increasing the real estate tax. Mrs. Masemer noted that utility costs are skyrocketing, and unfunded mandates are negatively impacting the Township.

Tax increase from 1.04 mills to 1.5 mills would not do it. Staff recommends increasing to 1.7 or 2.0 mills. Chairman Naylor regrets not raising the taxes little by little over the last several years. A raise now is inevitable. All information will be available upon request; all information will be posted on the website so that residents are well informed. Any Board action will be advertised for the December 9 Supervisors meeting. From the audience, Herb Nix asked if a data center contribution would help. That will depend on how the center is assessed and it won't be for several years until this is achieved (if a developer submits a plan). Taxes can also be decreased, and the Township has practiced this in the past with the fire hydrant tax.

Fill open Sewer Authority position – Chairman Naylor volunteered to serve until a suitable replacement is found. **Motion by Supervisor Kohr, second by Albright, to approve Chairman Naylor's temporarily serving on the Sewer Authority Board. Two members voted aye; *Chairman Naylor abstained.* Motion carried.**

Correspondence

Nothing at this time.

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

Supervisor's comments

Supervisor Dean Kohr – nothing at this time.

Vice Chairman Darryl Albright – DCED study was approved by **Manchester Borough but, Mount Wolf Borough** will visit this subject soon.

Chairman David L. Naylor – nothing at this time.

Executive Session requested.

What's happening with the trees at the new Sheetz, on Beshore School Road? Some trimming was done, but not enough. Mr. Haugh will check.

Motion by Chairman Naylor, second by Supervisor Kohr, to recess to Executive Session. All members voted aye; motion carried. The meeting *recessed* at 8:16 p.m.

Motion by Vice Chairman Albright, second by Chairman Naylor, to adjourn. All members voted aye; motion carried. The meeting adjourned at 9:47p.m.

Respectfully submitted,

Kristie Masemer
Secretary/Treasurer/Manager

Julie B. Maher,
Recording Secretary