

**EAST MANCHESTER TOWNSHIP**

**BOARD OF SUPERVISORS**

**AMENDED AGENDA**

**October 14, 2025, at 6:00 p.m.**

1. OPEN MEETING
  - 1.1. Pledge to the Flag
2. APPROVE OR AMEND AGENDA
  - 2.1. October 14, 2025
3. APPROVE OR AMEND MINUTES
  - 3.1. September 9, 2025
4. PUBLIC COMMENTS
5. SPECIAL REQUESTS
6. SUBDIVISION AND LAND DEVELOPMENT PLAN
  - 6.1. September 23, 2025, Draft PC Minutes
7. SOLICITOR'S REPORT **[Highlighted below were removed off the agenda after the Public Hearings were addressed at the beginning of the meeting]**
  - 7.1. Data Center Ordinance
  - 7.2. Proposed Rezoning Ordinance – Agricultural to Agricultural Innovation Zoning District
  - 7.3. Estoppel Certificate Request – 520 & 540 Busser Road
  - 7.4. Canal Road Betterment Project Agreement
8. ENGINEER'S REPORT
  - 8.1. Engineer's Report
  - 8.2. North Sherman St. Ext. PennDOT and Township Project
  - 8.3. Willow Springs Cul-de-sac
  - 8.4. Espresso Way Improvements
9. PUBLIC WORKS REPORT
  - 9.1. Public Works Report
  - 9.2. Leaf Collection is from October 27, 2025 to December 5, 2025, weather permitting.
  - 9.3. Set Special Road Meeting Date with Public Works Director
10. EMERGENCY SERVICES REPORT
  - 10.1. Fire Chief's Report
    - 10.1.1. 2025 Commonwealth State Aid Allocation Supporting the Volunteer Fire Relief Association (VFRA)
  - 10.2. York County Regional Police Report
    - 10.2.1. Amendment to the York County Regional Police Department Charter Agreement

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 – October 23, 2025, meeting

11.2.1.1. Case 25-002Z – An application has been filed by Rosemarie Showalter, on behalf of the owner Glen Showalter, requesting a special exception to §255-11.C(12) to have a home occupation in the R-1 Low Density Residential District on the property of 5825 Board Road, Mount Wolf, PA 17347.

11.2.1.2. Case 25-003Z – An application has been filed by Charity Cook, the property owner, appealing a Cease-and-Desist Order issued by the Township Zoning Officer regarding the keeping of chickens and geese on a residential lot containing less than one (1) acre. The property is located in the R-1 Low Density Residential District, at 1825 Canal Road Ext., Manchester, PA 17347 where the keeping of animals other than domestic animals is not permitted on parcels smaller than one acre in size. The applicant contends that the Cease-and-Desist Order was improperly issued and is seeking relief and/or a variance from §255.53.B, the applicable ordinance, and from §255.53.B(1), allowing a chicken coop closer to the side and rear property lines than fifty (50) feet of the East Manchester Township Zoning Ordinance.

11.2.2. Planning Commission – No October meeting.

11.2.3. Code Enforcement Officer Report

11.3. Recreation Board

11.4. A request from Kindness Worldwide Inc., for municipalities to adopt a resolution proclaiming kindness week. The celebration of Kindness Week Worldwide is November 8 – 15, 2025.

11.5. 2026 SPCA Contract for Animal Sheltering - \$7,089.00

11.6. 2026 Klugh Animal Control Services Contract

11.7. Set Reorganization and January Regular Meeting – Monday, January 5, 2025

11.8. Proposed Tax Rate Increase

11.9. Repeal Fire Hydrant Tax Ordinance

12. CORRESPONDENCE

12.1. 2026 York County Solid Waste Authority Tipping Fee Increase

12.2. Joe D'Orsio Photo Contest for the community – Deadline November 3, 2025 – Voting on November 7, 2025 – See the Township Website under Local Information and News

12.3. Annual Halloween Parade is Sunday, October 19, 2025, at 2pm

12.4. Trick or Treat is Friday, October 31, 2025 - 6p-8p

13. BILL APPROVAL AND PAY BILLS

14. SUPERVISOR'S COMMENTS

15. EXECUTIVE SESSION (As Needed)

16. ADJOURN MEETING

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\*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**  
**October 14, 2025**

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 literally a room and a parking lot full of citizens (On the sign-in sheet 162 citizens). Because of the number of people both in the building/room and outside the building (because there was no more room inside), the Board met in Executive Session with Attorney Miller prior to the meeting to discuss the legal ramifications and procedures to try to make the meeting proceedings accessible to everyone.

Chairman Naylor called the meeting to order at 6:12 p.m.

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

Chairman Naylor read a statement telling how the Township arrived at the place of discussing the data center ordinance. The Township wants to be totally prepared for any developers who are interested in building a data center. Residents' input is sought. The Board showed a video that explained why preparation is essential (with no parameters set, an applicant might be able to install its proposal anywhere in the Township). Vice Chairman Albright noted that the Township is required to provide space for various uses/applicants, and it's better to be prepared.

Attorney Miller noted that tonight's ordinance discussions have been advertised for public hearings. One adds data center to the use. One is a map amendment. Two separate hearings will be held. Procedurally, the board can open the hearings and can continue each hearing to another date, time, and location. The Board has to go through that process to get started.

The first ordinance amends the Zoning Ordinance to add data centers as a use with regulations. This is a text amendment; no notices or posting were required. Hearing opened at 6:23 p.m. **Motion by Chairman Naylor, second by Supervisor Kohr, to continue this hearing and reconvene it next Tuesday, October 21, at 201 York Street, the Manchester Fire Hall, 6 p.m. All members voted aye; motion carried. Hearing recessed at 6:25 p.m.**

Second ordinance amends the zoning map to rezone Agricultural to Agricultural Innovation (AI) within the northern most portion of the Township. The AI Zoning District Ordinance is identical to the existing Agricultural Zoning District Ordinance but adds "Data Center" as a permitted use and appropriate zoning requirements. Properties were posted and notices were mailed, and this hearing was properly advertised. Hearing opened at 6:26 p.m. **Motion by Chairman Naylor, second by Vice Chairman Albright, to continue this hearing to Tuesday, October 21, at 6 p.m., 201 York Street, Manchester.** The Board will evaluate which properties might be rezoned. **All members voted aye; motion carried. Hearing recessed at 6:28 p.m.** Question from audience member: does the Township have to rezone? If not, the applicant can go anywhere in the Township. Can the applicant just be told no? Not according to the law, per Attorney Miller. Another question: "Can anything be done about the waterway access? The residents have been denied access to the Susquehanna River, but now a corporate applicant wants to access it." Chairman Naylor also mentioned that if the landowner doesn't want to sell the land, so be it. Attorney Miller stressed that there's currently no data center plan before the Township at this time. An audience member requested to receive a copy of the video that was shown. Accessible via PSATS website.

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**Motion by Chairman Naylor, second by Vice Chairman Albright to recess to an executive session for legal advice at 6:40 p.m. All members voted aye; motion carried.**

**Motion by Chairman Naylor, second by Supervisor Kohr, to amend the Agenda as follows: remove items 7.1 and 7.2 under the Solicitor's Report. *The discussions and public hearings were held so no need for confusion going forward in this agenda.* All members voted aye; motion carried.**

**Motion by Vice Chairman Albright, second by Chairman Naylor, to approve the Agenda as amended above. All members voted aye; motion carried.**

Jennifer Campbell, 1480 Conewago Creek Road, asked if anything can be done with truck traffic near Regional Way. The bridge is separating and is dangerous. There's a weight limit that is not being followed. She fears for motorists' safety. She's contacted several authorities, with no results. Per Chairman Naylor, that bridge is slated for replacement. Per Attorney Miller, Regional Way will be used as a detour when the bridge is being replaced. There are funds escrowed in anticipation of the project; permitting is in the process. No bids have been solicited yet. It's coming.

Also, Canal Road and Manchester Street, can there be a three-way stop sign? The barn is rather in the way, making a motorist creep out into the intersection to pull out safely. Mr. Haugh will look into it; a traffic study can be done.

William Englert, 380 Lynne Drive, noted that the speed limit at the intersection of the school road (George Street) has been increased. This is a PennDOT Road, and there was an error by PennDOT. PennDOT will not post any speed limit signs under 40 mph. Installing at 35 mph sign is the Township's responsibility. Noted.

Correction to the minutes of September 9, 2025: under Vice Chairman Albright's Supervisor Comments, Manchester Borough approved the DCED letter of intent and Mount Wolf Borough will visit the subject soon.

**Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve the minutes of the meeting of September 9, 2025, as amended above. All members voted aye; motion carried.**

#### **Public Comments**

See above.

#### **Special Request**

Nothing at this time.

#### **Land Development/Subdivision –**

Nothing at this time. Review of the Planning Commission minutes confirmed that there should be no traffic on Manchester Street unless it's a fire truck. Don't forget the ROW note on the plan for future development of the residual R-1 zoned parcels. -Noted.

#### **Solicitor's report – Attorney Andrew Miller**

- Data Center Ordinance – removed from the agenda. *Held at the beginning of the meeting.*
- Proposed Rezoning Ordinance – Agricultural to Agricultural Innovation Zoning District – removed from the agenda. *Held at the beginning of the meeting.*
- Estoppel Certificate Request -- 520 and 540 Busser Road – to certify that there are no known violations, etc. **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize the Township Manager to sign both estoppel certificate requests, pending review and approval**

**from Solicitor and Manager. All members voted aye; motion carried.**

- Canal Road Betterment Project Agreement – revised draft of the amendment was circulated to all parties. Other legal documents have also been revised and circulated. Unfortunately, NorthPoint has been difficult to deal with.

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

North Sherman Street Extended PennDOT and Township project – update – meeting was held. The current permit can be used for the SUE (Subsurface Utility Engineering) required by PennDOT. Hydro excavation for the SUE begins on Monday.

Willow Springs cul-de-sac – binder course completed. PennDOT permit for the gates should be ready for the November meeting.

Espresso Way improvements – we've addressed all secondary comments. PennDOT has a little more time to make final decision/ruling. Stand by. Hopefully by the November Board meeting.

#### **Public Works Report – Shane Haugh**

Leaf collection will be from October 27 to December 5, weather permitting. Please make the leaves accessible (rows rather than piles). No unacceptable items such as bricks, dog waste, rocks, etc.

Set special road meeting date for December 12, 9 a.m.

Vice Chairman Albright is impressed with the industriousness of the road crew!

#### **Emergency Services Report**

Fire Chief's Report – no questions or discussion.

2025 Commonwealth State Aid allocation supporting the Volunteer Fire Relief Association (VFRA) – **Motion by Supervisor Kohr, second by Vice Chairman Albright, to split the allocation 60/40, Union/Eagle -- \$42,597.56 to Union Company, \$28,398.37 to Eagle Company. All members voted aye; motion carried.**

York County Regional Police Report – amendment to the York County Regional Police Department Charter Agreement regarding pensions. Spring Garden is now a charter member. **Motion by Chairman Naylor, second by Vice Chairman Albright, to approve the amendment to the Agreement. All members voted aye; motion carried.** Difficulties attracting applicants to attend the police academy to be trained as police officers. Feel free to attend the police board meeting here tomorrow evening.

Northeastern York County Emergency Management Agency – the EMA director attended National Night Out; he continues to meet with vendors, etc.; requested the Manager to get a Comcast basic box for his office. The EMA director will take the test to obtain certification. Why would the EMA director need a television box to watch the weather, news, etc. He could just stream the information from the internet access that is already in the building. Per Attorney Miller, might Comcast provide that service for free? Perhaps not. **Motion by Vice Chairman Albright, second by Supervisor Kohr, to authorize the expense of \$11.95 per month, on behalf of the EMA director, ONLY IF streaming weather/news is not efficient or feasible. All members voted aye; motion carried.**

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

*Sewer Authority* – minutes available. Preparing for budget meeting Monday, October 20, 6 p.m.

*Zoning Officer* – Zoning Hearing Board meets October 23. Two cases: 25-002Z, Rosemarie Showalter on behalf of Glen Showalter, Special Exception to have home occupation in R-1 District, 5825 Board Road, Mt. Wolf; and 25-003, Charity Cook, appeal of a Cease-and-Desist Order regarding keeping chickens and geese on a residential lot of less than one acre. Applicant contends that the Order was improperly issued and is seeking relief and/or a Variance, allowing a chicken coop closer to the side and

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rear property lines than 50'. **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize Attorney Miller and staff members to attend the upcoming ZHB meeting and voice the Township's opposition. All members voted aye; motion carried.**

Also received a rezoning request from Industrial to Commercial to expand the car sales lot at Beshore and Koller. This won't be addressed until December. No October Planning Commission meeting.

*Code Enforcement Officer* – grass violations finished.

*Recreation Board* – no report.

Request from Kindness Worldwide, Inc., for municipalities to adopt a resolution proclaiming Kindness Week, November 8-15 – nothing discussed.

2026 SPCA contract for animal sheltering, \$7,089.00. Discussion: the Board previously authorized the Manager to discuss this with the Managers' group. Managers held a meeting with SPCA. SPCA fund-raises most of its operating budget. Rate increase reflects rising demand and operations costs. Might be a possibility of a 3-year contract. SPCA had eliminated stray dog intake process by private citizens. The managers were successful in having the SPCA reinstate this option. SPCA gave stats and facts and figures relating to the number of animals taken in from the Township. If the Township had to provide this service, it would cost significantly more than the \$7,089.00 that the SPCA is charging for animal sheltering. **Motion by Supervisor Kohr, second by Vice Chairman Albright to approve the 2026 contract with the SPCA and pay the bill of \$7,089.00. All members voted aye; motion carried.**

2026 Klugh Animal Control Services contract – **Motion by Chairman Naylor, second by Vice Chairman Albright, to approve the contract with Klugh Animal Control Services and pay the \$500.00 fee. All members voted aye; motion carried.**

**Motion by Vice Chairman Albright, second by Chairman Naylor, to set the reorganization at 5 p.m. and the January regular meeting at 6 p.m. on Monday, January 5, 2026. All members voted aye; motion carried.**

Proposed tax rate increase -- More flyers advertising the proposed tax rate increase will be made to be distributed at the October 21 meeting. Budget meeting will be on October 22.

Repeal fire hydrant tax ordinance -- Mrs. Masemer explained the state law governs the Fire Hydrant Tax for properties within 780ft. Fire hydrants benefit all residents, not just those who live near a hydrant. The idea is to increase the real estate tax, which affects all residents, while eliminating the fire hydrant tax. **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize Attorney Miller to create ordinance repealing the fire hydrant tax. All members voted aye; motion carried.**

Question from the audience: how will the increase in the tax rate be calculated? A millage increase, which is based on the property owner's property assessment. Another question: have the LERTA programs expired? Little by little, yes.

## **Correspondence**

2026 York County Solid Waste Authority Tipping Fee increase -- to \$85/ton. It is likely that the Township trash collector will pass this increase to the residents. From the audience: trouble with Republic Services here and there. Please call or email the Township with any complaints. The carrier is required to respond and that process goes quicker if the resident goes through the Township.

Joe D'Orsie photo contest for the community; deadline November 2; voting on November 7; see Township website under *Local Information and News*

Veterans' breakfast coming up, November 13, RSVP required. See Township website for information.

Annual Halloween Parade Sunday, October 19, 2 p.m.

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Trick or Treat night, October 31, 6 to 8 p.m.

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

From the audience, Tressa Wilson, 3220 York Haven Road, Manchester, asked about the bridges at the Conewago Inn – who maintains? The old steel bridge is a historic feature, so that's out of the Township's hands, and PennDOT's responsible for the concrete bridge. Also, Mary Englert, 380 Lynne Drive, if the meeting next Tuesday has to be relocated, how will people know? Red banner on the website.

Steven, Etters, asked about the budget cuts and reallocation. Keep ahead of the roads so they don't deteriorate beyond control. Mr. Haugh heartily agrees!

### **Supervisor's comments**

*Supervisor Dean Kohr* – thanks to everyone for his/her patience this evening.

*Vice Chairman Darryl Albright* – he attended a meeting for municipal clean water. The legal notice bill is still stuck in local government. This bill proposes publishing the notices via social media, etc. Also the spare utility poles not being used – bill passed to House, then to the Senate. Stand by. November 4 election will be held at Northeastern Middle School. Would like to purchase anti-choking devices for adults/children for the Township building. He will provide information to the Board for next month's meeting.

*Chairman David L. Naylor* – thanks to everyone for attending and commenting. Will be figuring out how to have a meeting off site – microphones, easels, etc., will be needed. Perhaps we should check with the school anyway to make sure there's enough room. Also, everyone needs to exercise decorum during the meeting, and a time limit will be set for each commenter.

**Motion by Chairman Naylor, second by Supervisor Kohr, to recess this meeting until 6 p.m. on October 21 at 201 Main Street, Manchester. All members voted aye; motion carried.** The meeting recessed at 8:30 p.m.

Respectfully submitted,

Kristie Masemer  
Secretary/Treasurer/Manager

Julie B. Maher,  
Recording Secretary