

**EAST MANCHESTER TOWNSHIP**

**BOARD OF SUPERVISORS**

**AMENDED AGENDA**

**March 10, 2026, at 6:00 p.m.**

1. OPEN MEETING
  - 1.1. Pledge to the Flag
  
2. APPROVE OR AMEND AGENDA
  - 2.1. March 10, 2026
  
3. APPROVE OR AMEND MINUTES
  - 3.1. February 10, 2026
  - 3.2. February 19, 2026, Quarterly Financial Review
  
4. PUBLIC COMMENTS (Moved to after Bill Approval and Pay Bills)
  
5. SPECIAL REQUESTS
  
6. EMERGENCY SERVICES REPORT
  - 6.1. Fire Chief's Report
  - 6.2. Volunteer Services Tax Refunds in the total amount of \$2,511.79 – A total of 15 volunteers that qualified for Local Real Estate Refund and 15 volunteers that qualified for Local Earned Income Rebate
  - 6.3. York County Regional Police Report
  - 6.4. Northeastern York County Emergency Management Agency
  
7. SUBDIVISION AND LAND DEVELOPMENT PLAN
  - 7.1. February 24, 2026, Draft Planning Commission Minutes
  - 7.2. 265 Steamboat Blvd. Final Land Development Plan for Casella Mid-Atlantic LLC., for building addition on an existing structure as presented by James R. Holley & Associates, Inc.
  
8. SOLICITOR REPORT
  - 8.1. Data Center Ordinance
    - 8.1.1. Public Hearing – April 8, 2026, at Union Fire Co., 201 York St., Manchester, PA 17345 at 6:00 P.M.
  - 8.2. Park Rules and Regulations
  - 8.3. Orchard Business Park Phase II Final LD Plan
  - 8.4. Battery Energy Storage System (BESS) Ordinance
  - 8.5. Columbia Gas Cross Bore Project Agreement
  
9. ENGINEER'S REPORT
  - 9.1. North Sherman St. Ext. PennDOT and Township Project
  - 9.2. Willow Springs Cul-de-sac
  - 9.3. Espresso Way Improvements

10. PUBLIC WORKS REPORT

- 10.1. Award All Bids (These numbers are merely for obtaining the lowest bids for this year in case we need to utilize any of the bided items without having to conduct the bid process at the time of need. Having to do so would be more costly due to time and advertising. Not all the below prices reflect what the township will spend on certain items.)
  - 10.1.1. Stone Aggregate – Kinsely Materials; FOB Total \$86,375.00; and DEL Total \$123,150.00
  - 10.1.2. Asphalt – York Material Group; FOB Total \$385,670.00; and DEL Total \$435,080.00
  - 10.1.3. Equipment Rental – Emory J Peters Excavating; Paver (\$6,640.00), 10 Ton Tandem Roller (\$4,240.00), Foreman (\$3,160.00), Laborer (\$3,080.00), 3-5 Ton Tandem Roller (\$3,800.00), and HI-Lift 2.5 CY Tract Loader (\$6,320.00), Tri Axle Dump Truck (\$4,400.00); (all 40 hours each) Grand Total \$31,640.00
  - 10.1.4. Line Painting – D.E. Gemmill; Total \$39,662.36 (Budgeted)
  - 10.1.5. Mowing – Calvary Enterprises LLC.; Total \$19,625.00 (Budgeted)
- 10.2. Street Sweeping will begin on March 9, 2026 (this is posting on the home page of the website)

11. MANAGER/SECRETARY/TREASURER’S REPORT

- 11.1. Northeastern York County Sewer Authority
- 11.2. Zoning Officers Report
  - 11.2.1. Zoning Hearing Board – No March Meeting.
  - 11.2.2. Planning Commission – No March Meeting.
  - 11.2.3. Code Enforcement Officer Report
- 11.3. Recreation Board
  - 11.3.1. Springettsbury Township Bus Trip Program

12. CORRESPONDENCE

- 12.1. York County Regional Significance Notice – Springettsbury Township – Signature Flats at Galleria – Final LD

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**  
**March 10, 2026**

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.

Chairman Naylor reported that the Board met before this meeting to discuss litigation and legal advice to the Board.

**Motion by Chairman Naylor, second by Vice Chairman Albright, to amend the Agenda as follows: *move Public Comments to 13.1; revise the Public Works report award of mowing to Calvary Enterprises, LLC (not McCabe Lawncare and Landscape); and add under Recreation Board 11.3.1 Springettsbury Township bus trip program.* All members voted aye; motion carried.**

**Corrections to the minutes of February 10, 2026: *revise public comments to indicate that several questions were asked; and on the top of page 5, correct the typo of Red Board to Rec Board.***

**Motion by Chairman Naylor, second by Supervisor Kohr, to approve the minutes of the meeting of February 10, 2026, as amended above. Motion by Supervisor Kohr, second by Chairman Naylor, to approve the minutes of the quarterly financial review meeting of February 19, 2026, as presented. All members voted aye; motion carried.**

### **Special Request**

Nothing at this time.

### **Emergency Services Report**

Fire Chief's Report – apologies for the format of the report; next month's should be better. Still transitioning to the new system. No report from Eagle Fire Company in Mt. Wolf.

Volunteer Services Tax Refunds in the total amount of \$2,511.79; total of 15 volunteers qualified for the local real estate tax refund and 15 volunteers qualified for the local earned income tax rebate.

**Motion by Vice Chairman Albright, second by Supervisor Kohr, to approve the refund amount for the volunteer services tax refunds. All members voted aye; motion carried.**

York County Regional Police Report – Chairman Naylor asked about having the police board meeting held in various places. Possibly next year. Justice Assistance grant received in the amount of \$10,700. School Resource Officer contract renewed for five years.

Northeastern York County EMA – Vice Chairman Albright suggested that a policy be adopted to specify that the Township staff or EMA personnel should not make any recommendations for service providers. To be discussed at the next EMA meeting. No reports necessary from the Wellspan EMS services, since the Township doesn't contribute to that agency, however Chief Stevens said that those numbers are helpful for comparison of services and frequency of use.

## Land Development/Subdivision –

265 Steamboat Boulevard, Final Land Development Plan for Casella Mid-Atlantic, LLC, for building addition onto an existing structure

James R. Holley and Associates representative Patti Fisher was present on behalf of the applicant. This plan proposes adding a 1500' SF addition to the existing building. Stormwater management was enlarged to include the previously added gravel area which had not been calculated for stormwater management. Ms. Fisher reviewed the Township's action report and listed the outstanding items as follows: surety, waiver of preliminary plan, plus add the waiver to the cover sheet, and recreation fee, and any agreements associated with this plan.

**Motion by Chairman Naylor, second by Supervisor Kohr, to approve the waiver request by 265 Steamboat Boulevard for the preliminary plan as requested, Section 208.21.A; AND to approve the Final Land Development Plan for 265 Steamboat Boulevard, subject to the satisfactory resolution of the following open items as referred to above: payment of stormwater fees, surety and recreation fees, add waiver to the cover sheet, plus the completion and approval of any agreements associates with this plan.**

## Solicitor's report – Attorney Andrew Miller

- Data Center Ordinance – public hearing scheduled for April 8, 6 p.m., at Union Fire Company, 201 York Street, Manchester. EMT Planning Commission recommends: 1) increase acres per building; 2) use the prior language for maximum height and use the maximum height in the underlying district; and 3) screening buffer strip narrowed to 50'. *Mr. Trout will advise on whether to use linear feet or square feet.* Discussion was held on these three recommendations. It's important to make sure that the Township isn't setting itself up for a challenge if the parameters of the ordinance are too restrictive or unmanageable. **Motion by Chairman Naylor, second by Vice Chairman Albright, to revise Section 255-57.2.A from 20 to 25 acres per building. All members voted aye; motion carried. Motion by Vice Chairman Albright, second by Supervisor Kohr, to revise Section 255-57.2.B.1.b to use the maximum height in the underlying zones, which is 35' in the R2 zone and 55' in the Ag zone. All members voted aye; motion carried. Motion by Chairman Naylor, second by Supervisor Kohr, to revise Section 255-57.2.B.2, and get from the Township Engineer the revised wording on the buffer strip for best coverage and density. All members voted aye; motion carried.** From Mr. Trout, the Township should look at its ordinance to update it to require native species for all plantings. Attorney Miller noted that he will delete one duplicate section. YCPC comments will be received after their March 17 meeting. Those comments will be considered at the April 8 Board of Supervisors meeting. Max one hour and 30 minutes for that meeting, max 3 minutes per person for comments.
- Park rules and regulations – this was not advertised for tonight's meeting but will be ready for the Board's April meeting.
- Orchard Business Park Phase II, Final Land Development Plan – developers and stormwater agreements revised and submitted. Don't forget the small portion of this lot that is being dedicated back to the Township. Deeds and resolution are ready. The applicant would like to record the final plan before the Canal Road Betterment Project amendment is signed. Attorney Miller gave an update on the progress being made on the Canal Road Betterment Project. Thanks to Attorney Miller for his diligent work on that project. **Motion by Chairman Naylor, second by Supervisor Kohr, to modify conditions 6 and 7 in the Kinsley conditional approval letter per the request letter attachment to these minutes. All members voted aye; motion carried.**
- Battery Energy Storage System Ordinance -- Attorney Miller provided materials to the Board

members to review in anticipation of looking at an ordinance. Let's make sure we are consistent with the data center ordinance stipulations. Stand by for further discussion. Might be able to partner with and pool funds with another municipality to adopt such an ordinance. Good to be proactive.

- Columbia Gas Cross Bore Project Agreement – some revisions were made and are still pending.

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

North Sherman Street Extended PennDOT and Township project -- this project is in the hands of PennDOT.

Willow Springs cul-de-sac – nothing to report

Espresso Way improvements – PennDOT's requesting a temporary construction easement. Mr. Trout and Attorney Miller will see to this.

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

**Motion by Chairman Naylor, second by Vice Chairman Albright, to award all bids as follows:**

**Stone aggregate – Kinsley Materials, FOB total \$86,375.00 and DEL total \$123,150.00**

**Asphalt, York Material Group, FOB total \$385,670.00 and DEL total \$435,080.**

**Equipment rental – Emory J. Peters Excavating: paver (\$6,640.00), 10-ton tandem roller (\$4,240.00), Foreman (\$3,160.00), Laborer (\$3,080.00), 3 to 5-ton tandem roller (\$3,800.00), and Hi-Lift 2.5 CY tract loader (\$6,320.00), Tri-Axle Dump Truck (\$4,400); all 40 hours each for a grand total of \$31,640.00.**

**Line painting, DE Gemmill, total \$39,662.36 (budgeted)**

**Mowing, Calvary Enterprises, LLC, total \$19,625 (budgeted)**

**All members voted aye; motion carried.**

Street sweeping began on March 9 (posted on the home page of the website).

Kudos to the public works department for the snow removal this winter – well done!

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

*Sewer Authority* – watching loan refinancing; decision at the March meeting. New website. Does the Township know of any plans coming in the future? Staff provided a list of possibilities from inquiries that have not come to fruition and past plans that did not come to fruition. Applying for several grants.

*Zoning Officer* – no March meetings for either the Zoning Hearing Board or the Planning Commission. Mrs. Masemer noted that the permit issues for January and February increased above 2023's numbers, which was a high permitting year.

*Code Enforcement Officer* – new officer hired to replace the one who was here briefly.

*Recreation Board* – from the February 4, 2026, minutes: what is the Board expecting of the Rec Board's involvement in the soccer association? How about if Mrs. Masemer and Mr. Haugh give some tips for managing the soccer tournament? The Rec Board members have some good ideas for holding events on Brunner Island (Easter Egg Hunt, Movie Night, etc.). Should a Rec Board representative attend the Board of Supervisors' meetings to make requests? Is there a contract or agreement for applicants to sign? Have the Rec Board design an application/agreement and present it to the Board and the Township Solicitor.

For an activity, just have the Rec Board request of the Township Manager and then Manager bring it to the board. The Township doesn't need to manage the group, but the Board should have the final say in financials. Should Talen Energy be notified of the use of the fields? As long as the activity can be classed as "public recreation" per Attorney Miller. Mrs. Masemer provided some information on the plans proposed by the Rec Board. Attorney Miller reported that the lease expires in August of this year.

March 10, 2026

He will send a copy of the lease to Mrs. Masemer, and she will contact Talen Energy.

Springettsbury Township bus trip – Springettsbury Township is willing to provide EMT residents with the Springettsbury Township resident code to give some discounts on programs. **Motion by Chairman Naylor, second by Supervisor Kohr, to authorize the Manager to sign the agreement with the addition that if Springettsbury Township retains 100% of the profits, then they are 100% responsible for the administration of the program. All members voted aye; motion carried.**

### **Correspondence**

York County Regional Significance Notice – Springettsbury Township – Signature Flats at Galleria, Final Land Development Plan – FYI.

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

### **Public Comments**

From the audience, Joyce Daniels -- thanks to Mrs. Masemer and the Planning Commission members for the work on the data center ordinance. And to Mrs. Masemer for keeping the website up to date.

### **Supervisor's comments**

*Supervisor Dean Kohr* – thanks to the Planning Commission and Zoning Hearing Board members and the road crew.

*Vice Chairman Darryl Albright* – ditto Supervisor Kohr's comments. Gave updates on some Senate of House Bills in the works; public meetings to be held in Red Lion. Vice Chairman Albright has written some letters to request some decisions.

*Chairman David L. Naylor* – re: SB 194 about public notices, this bill permits the Township to give notices on the Township's website rather than waiting for a newspaper opportunity. Data center symposium March 24. Battery Energy Storage System Ordinance – where are the state and county leaders to discuss such ordinances? Salvage yard fire – kudos to Mike Fischer, EMC.

No Executive Session needed tonight.

**Motion by Chairman Naylor, second by Vice Chairman Albright, to adjourn. All members voted aye; motion carried.** The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Kristie Masemer  
Secretary/Treasurer/Manager

Julie B. Maher,  
Recording Secretary

\_\_\_\_\_, 2026

East Manchester Township  
Attention: Kristie Masemer, Manager  
5080 North Sherman Street Extended  
Mt. Wolf, PA 17347

Re: KEIII Canal Road West, LLC  
Final Subdivision & Land Development Plan  
For Orchard Business Park Phase II – Lot 2

Dear Ms. Masemer:

Please allow this letter to memorialize in writing, the various recent understandings between East Manchester Township (the “**Township**”) and KEIII Canal Road West, LLC (“**Developer**”) relating to the approval of the Final Subdivision & Land Development Plan for Orchard Business Park Phase II – Lot 2, prepared by Pennoni Associates Inc., Project No. KNSPT22006, dated March 17, 2025, and last revised June 3, 2025 (the “**Final Plan**”).

On June 10, 2025, the East Manchester Township Board of Supervisors voted to approve the Final Plan subject to ten (10) conditions as set forth on the letter from the Township’s Manager, Kristie Masemer, dated July 2, 2025 (“**Final Plan Conditional Approval Letter**”). At the request of the Developer, the Township has agreed to modify Conditions 6 and 7 of the Final Plan Conditional Approval Letter to read as follows:

6. Full funding into escrow of Developer's obligations under the Canal Road Betterment Project Agreement based on the size of the proposed warehouses shown on the Final Plan will occur prior to any earthmoving activity (except earthmoving activities in connection with a highway occupancy permit issued to the Developer) or issuance of a building permit for construction of the buildings shown on the Final Plan. Developer shall have the right to record the Final Plan prior to such funding.
7. Issuance of the Canal Road Betterment Project HOP providing for the completion of the intersection of Regional Way, Canal Road and the shared access drive (the “Canal Road HOP”) will occur prior to any earthmoving activity (except earthmoving activities in connection with a highway occupancy permit issued to the Developer) or issuance of a building permit for construction of the buildings shown on the Final Plan. Developer shall have the right to record the Final Plan prior to the issuance of the Canal Road HOP.

Except to the extent Conditions 6 and 7 are modified by this letter, each of the Township and Developer, confirms and reaffirms in all respects without condition, the terms, covenants and conditions set forth in the Final Plan Conditional Approval Letter.

Sincerely,

KEIII CANAL ROAD WEST, LLC  
By: Kinsley Equities, LLC, Managing  
Member

By: \_\_\_\_\_  
Name: Kevin C. Snelbaker  
Title: President

By: \_\_\_\_\_  
Name: Andrew J. Kipnis  
Title: Vice President

AGREED TO AND ACCEPTED BY:

EAST MANCHESTER TOWNSHIP

Date: March \_\_, 2026

By: \_\_\_\_\_  
Name:  
Title: