



# WEST MANCHESTER

Winter 2018 Newsletter

*Township*

380 EAST BERLIN ROAD | YORK, PENNSYLVANIA 17408



## Welcome Winter

**Gift Card Bingo...** Chase your winter blues away,  
and bring all your rowdy friends. Details on page 20.

717.792.3505 | [www.wmtwp.com](http://www.wmtwp.com)

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## Welcome

Meet West Manchester Township's Zoning Officer. **Rachelle Sampere** became our Zoning Officer on Monday, October 23, 2017. She comes to us after serving over twelve years, as the Zoning/Planning Permit Clerk at a neighboring municipality. Ms. Sampere is looking forward to assisting the residents of West Manchester Township with all of their zoning and planning needs.

### THE BOARD OF SUPERVISORS

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Cheryl Niehenke

717.793.9651

#### MAGISTERIAL DISTRICT

Judge Albright

District 19-2-03

717.793.5200

### FREQUENTLY CALLED NUMBERS

**SHILOH WATER** - 717.764.3624

**YORK WATER** - 717.845.3601

**WEST YORK AMBULANCE**

717.792.1610

**POLICE DEPARTMENT**

717.792.9514

# Policy For Mailboxes

**Beginning November**

**14, 2011, West**

**Manchester**

**Township**

**discontinued**

**reimbursing residents**

**for damage to their**

**mailboxes during**

**the winter months.**

**Mailboxes are normally**

**placed within the**

**Township's legal right-**

**of-way; however,**

**mailbox damage is the responsibility**

**of the property owner.**



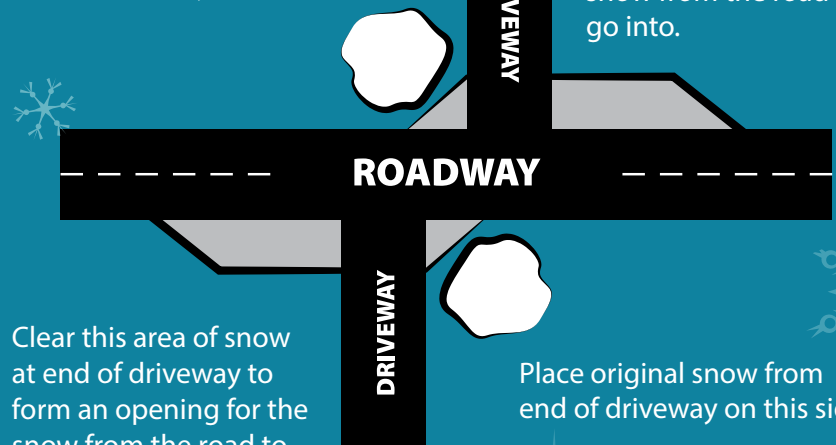
*The following tips will help to reduce the risk of mailbox damage:*

- Place a 6 to 8 inch piece of reflective tape on the mailbox to help snow plow operators see it at night.
- Remove snow from around the mailbox, but never throw it back onto the road.
- If the mailbox is located within the legal right-of-way and damage was experienced in the past, homeowners may want to consider repositioning the mailbox before winter.

## Snow Shoveling Guidelines

Place original snow from end of driveway on this side.

Clear this area of snow at end of driveway to form an opening for the snow from the road to go into.



Clear this area of snow at end of driveway to form an opening for the snow from the road to go into.

Place original snow from end of driveway on this side.

**R.D. HELLER**

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**Water service; Water Heaters**

**Sewer Cleaning**

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**New Installation & Repair of hot air furnaces**

**Gas Boilers & Central Air Conditioning**

**All types of Electrical Service**

**Sales, Service & Install of Whole House Generators**

**ACCEPT ALL MAJOR CREDIT CARDS**



# Important Trash and Recycling Information



Dear West Manchester Township Resident,

Please be advised that Penn Waste, Inc has been awarded the Solid Waste & Recycling Collection contract with West Manchester Township for the term of 1/1/16 - 12/31/18.

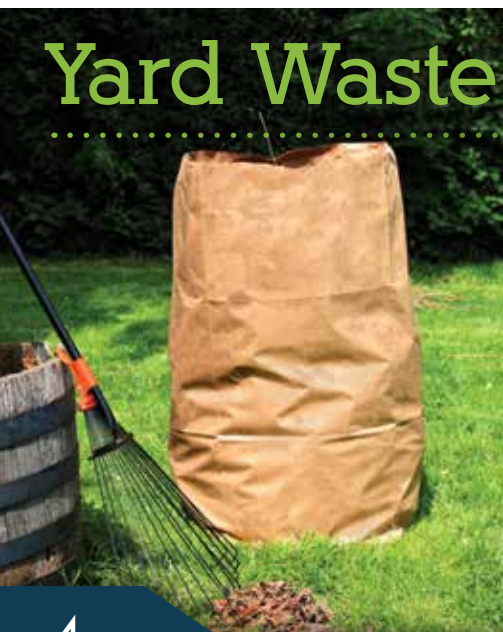
Please have your items placed at the curb prior to 6:00 AM. Your collection day will remain the same as your previous contract. Your weekly collection will consist of the following options below.

TRASH	RECYCLE	BULK ITEM	YARD WASTE
<b>Two Bags or Containers Per Collection</b> 32 gallon containers – 50 lb limit For additional bags, \$2 stickers are available at any Rutters, Weis, or Giant located in the Township. Stickers should be placed on all additional garbage bags.	<b>Unlimited</b> (One Collection Day per week Based on your Neighborhood Schedule)	<b>One per week</b> (Second Collection Day)	<b>See Collection Calendar</b> (on page 7)

## Electronics Recycling

The York County Solid Waste Authority's Residential Electronics Recycling Program is free and open to York County residents ONLY and is conducted Monday through Friday from 8:00 AM to 4:00 PM and Saturdays from 8:00 AM to Noon at the Small Load Drop-Off Facility at the York County Resource Recovery Center. For more information: Website: <http://www.ycswa.com/recycling/recycle-electronics/> or call 717.845.1066.

## Yard Waste Collection Guidelines



As an option for residents, is to take your yard waste to H & H General Excavating located at 660 Hanover Road, Spring Grove, 717-225-4669, at no cost. Please see their website for additional information [www.h-hgenexc.com/mulch.html](http://www.h-hgenexc.com/mulch.html).

Another option for residents, you may choose to take your yard waste to the York County Resource Recovery Center, located at 2651 Black Bridge Road, 717-845-1066. Please see their website for additional information [www.ycswa.com](http://www.ycswa.com). You will be weighed in at the Resource Recovery Center and directed to the yard waste site off of Flour Mill Road. There is a minimum fee of \$10 up to 320 lbs. After that, the cost is prorated up to \$59 a ton.

**Questions?** Contact West

Manchester Township at 717.792.3505.



**Penn Waste accepts unlimited amounts of recycling!**

## Acceptable Items



REV 11/2014

### METAL:

- Aluminum beverage cans
- Steel food & beverage cans, aerosol cans, paint cans

### GLASS:

- Clear, brown, blue, and green glass food & beverage containers

- ✓ Remove caps/lids
- ✓ Rinse thoroughly to remove all contaminants
- ✓ It is OK to leave on labels and neck rings

### PLASTIC:

- #1 through #7 –  
*All materials must be thoroughly cleaned before placing them in your recycle container.*

### PAPER, PAPERBOARD & CARDBOARD:

Recycle Any Size. Any Quantity.

*Please break down boxes as flat as possible and put them out next to your recycle bin(s) on your pick-up day.*

- All sizes of cardboard boxes
- Clean pizza boxes
- Food boxes (i.e. cereal & gelatin boxes)
- EMPTY paper towel and toilet paper rolls
- Paperboard packaging (i.e. tissue boxes)
- Office paper (any color)
- Newspapers and inserts
- Magazines, catalogs, and brochures
- Envelopes & junk mail
- Paper bags
- Phone books & other soft cover books
- Paperboard food and drink cartons

- ✓ Remove all packaging (Styrofoam, peanuts, plastic bubble wrap, plastic liners, etc.)
- ✓ Flatten ALL boxes
- ✓ Bundle all cardboard that does not fit into the recycling bin
- ✓ Cover loose paper with heavier items to prevent it from blowing away
- ✓ If the weather forecast calls for high winds or wet weather, if possible, keep your paper recyclables until the next week. Wet paper products are difficult to process.



Yard Waste is material such as tree trimmings, shrubbery and other organic landscape vegetation not listed below.

For a full Yard Waste collection schedule, please refer to the calendar on page 7.

**DO NOT PLACE THESE ITEMS OUT FOR YARD WASTE COLLECTION:**

Grass Clippings   Fruits & Vegetables   Tree Stumps   Dirt & Stones



Please prepare your yard waste properly.

Yard Waste in plastic bags WILL NOT be collected!

## How to Prepare Yard Waste

- 1 Place yard waste in a container which can be emptied, biodegradable brown paper bags or bundle it with biodegradable twine in easy-to handle bundles.
  - Bundles may be no longer than 5 feet in length.
  - Bundles may not weigh more than 30 pounds each.
  - Branches may not exceed 6 inches in diameter.
- 2 Once prepared, yard waste must be placed at the curb on scheduled pick up day before 6:00 am.
- 3 An unlimited number of bags or bundles may be placed at the curb.



## Non-Recyclable Items

### • Needles & Medical Waste

***DO NOT place used needles or any other medical waste with recycling! This is a serious health hazard to everyone!***



- Broken glass
- Windows, mirrors, ceramics
- Drinking glasses
- Aluminum foil
- Scrap metal
- Clothing hangers (metal and plastic)
- Plastic tableware (knives, forks, spoons, etc.)
- Plastic grocery bags
- Light bulbs
- Food soiled material
- Wet papers or cardboard
- Shredded paper
- Plastic food wrappers
- Used paper towels or tissues
- Styrofoam
- Pool chemicals
- Packing peanuts
- Plastic bubble wrap
- Hose
- Christmas lights
- Diapers
- Food waste
- Propane tanks



**By law, as of January 24, 2013, Penn Waste is not allowed to collect your electronic waste.**

The Covered Devices Recycling Act prohibits residents and businesses from placing their electronic waste at the curb or in their trash.

Covered devices include: desktop computers, laptops, monitors, computer peripherals (keyboard, mouse, printer, and speakers), televisions, or e-readers that browse the internet.



REV 2/2017

## Bulk Item Guidelines

West Manchester Township residents may dispose of one (1) bulk item per week through curb side collection. Please have your waste, recycling, and bulk item available for collection at the curb by 6:00 am on your second collection day.

**ACCEPTED MATERIALS** – Appliances, furniture, mattresses, box springs, one (1) car tire without the rim, lawn mowers (oil and gasoline removed), plumbing fixtures such as toilets and sinks, three (3) 4 ft. rolls of carpet (tied).

**NON-ACCEPTABLE MATERIALS** – Electronic Waste (computers, televisions, etc.) chemicals, stains, liquids, batteries, automobile parts, hazardous waste, tires on rims, commercial/industrial waste, construction materials (drywall, brick, block, lumber, shingles, tiles, concrete). To properly dispose of these items please contact the York County Resource Recovery Center at 845-1066 or [www.ycswa.com](http://www.ycswa.com).

**ADDITIONAL INSTRUCTIONS** – Items which are too heavy to be lifted into a truck by two people will not be accepted. Additional trash bags are NOT considered a bulk item.

Appliances with Freon will be collected by appointment only. Please call Penn Waste at 717-767-4456 to schedule collection. (Items include but are not limited to air conditioners, refrigerators, freezers, etc.)





## West Manchester Township Yard Waste Collection Calendar

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31	29	30					

May							June							July							August						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7				1	2	3	4
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31	

September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6					1	2	3							1
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23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
30																					30	31					

  = Christmas Tree Collection

  = Yard Waste Collection

Observed holidays are noted in **RED**. Collection days that fall on or after the holiday will be delayed one day. EXCEPTION: If holiday falls on a Saturday or Sunday, there is no change in service prior to or after the holiday.



### BASIC RESIDENTIAL GUIDELINES

- Trash, Recycling, one bulk item and yard waste (see calendar above for scheduled dates) must be curb side by 6:00 AM on your scheduled collection day.
- Bags or containers must not exceed 32 gallons or 50 pounds.
- No more than two (2) trash bags or containers will be collected each week.
- Yard waste must not exceed 5 feet in length and must be bundled.
- Bulk items that are too heavy to be lifted into a truck by two people will not be accepted.
- Bulk items will be collected on your second collection day only.
- Call Penn Waste to schedule collection of appliances containing freon (air conditioners, refrigerators, freezers, etc.)
- No construction debris will be collected curb side.
- To stay up to date on collection updates, sign up for our E-News Updates at [www.pennwaste.com](http://www.pennwaste.com).



Creating a green community together.



[www.pennwaste.com](http://www.pennwaste.com)

Penn Waste Inc. • PO Box 3066 • York, PA 17402



# Winter Stormwater Pollution Prevention Tips

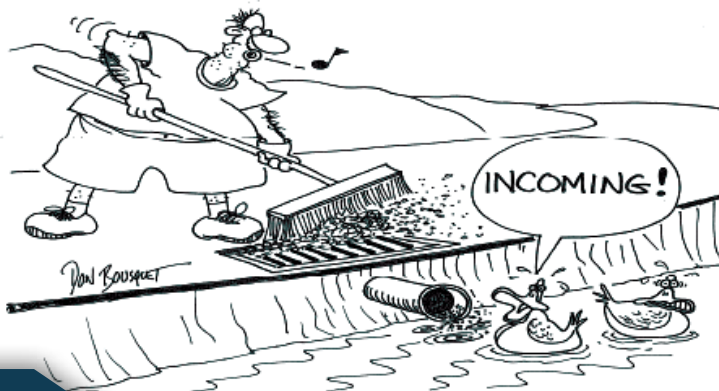
As winter approaches and rain turns to snow, it is still important to consider stormwater pollution. Pollutants such as soaps, fertilizers, automotive fluids and pet waste can collect in the snow pack, accumulating until a thaw suddenly dumps them into the storm water system. Contaminants ending up in the storm drains are carried off, untreated, to streams and larger bodies of water used for drinking, swimming or fishing. Here are a few helpful habits to reduce the amount of harmful pollutants entering storm drains this winter season:

- **WINTERIZING VEHICLES.** Check to make sure your car is not leaking oil or other fluids. It takes only a small amount of motor oil to pollute thousands of gallons of water. Also, dispose of drained fluids properly. Many service stations will collect used motor oil and recycle it.
- **WASHING VEHICLES.** On a warm winter day, you may be tempted to break out the hose and bucket to get some of the road grime off your car. Take a moment to see where that runoff is going. Does it wash down the driveway and into the storm drain? If so, all that salt and dirt will enter a stream or pond. Using a car wash facility may cost a few dollars more, but the water will be treated before being released into the watershed.
- **DE-ICING DRIVEWAYS AND SIDEWALKS.** While it may be habit to stock up on salt for the winter, many people would not consider dumping a bucket of salt on their lawn in the summer. But the results are similar. Salt runs off of your sidewalk and onto the surrounding soil.

It's no joke: Whatever enters a storm drain flows directly to our local waters, without treatment. If you see someone dumping anything down a storm drain, please report it to the township office at 717-792-3505. Storm drain dumping is illegal, and it contaminates the water we all use to drink, fish and swim.

For information on all things stormwater, including how you can help protect your community's drinking water, swimming spots and overall environment, go to:

<http://www.wmtwp.com>



## Hiring a Contractor?

Once you hire a contractor, but at least three weeks before work is scheduled to begin, the homeowner or the contractor must apply for a permit. Building permits can take up to 15 business days because they are reviewed by a third party agency. If the contractor applies for the permit, the homeowner must ask the contractor for the permit so it may be posted in the window of the residence. If the contractor does not get a permit, the homeowner is still legally responsible.

If you have a question as to whether a permit is needed for the work to be done or if you have a problem with the actual permit, please call the **Zoning Officer, Rachelle Sampere, at 717.792.3505. Be sure of the permit and its cost before you pay a contractor for it!**

## Nothing But Rain In The Drain!

If you notice any dumping, spills or anything other than rain or rainwater flowing into storm inlets; drains or streams, or observe pollution events or pollutants entering a stream or fishkills, please call the hotline.

**STORMWATER ILLICIT DISCHARGE HOTLINE:  
717.792.3505**

All new impervious area  
(concrete, blacktop, structures  
or any non-vegetative area)  
added is subject to a \$1/  
Square foot stormwater fee.

Effective  
January 1,  
**2013**



# What Type of Building Permit Do You Need? (Residential)

West Manchester Township requires permits for many types of construction and building work in residential structures. Some jobs will require only a "Zoning Permit" and other jobs will require a "Building Permit". These are separate permits with their own application forms. Zoning permits fall under Township rules. Building permits are for jobs that fall under the State Building Code and require inspection. Keep in mind permits take time to review and process. Please allow up to seven business days for Zoning permits and three weeks for Building permits.

## Examples of work

### REQUIRING A ZONING PERMIT:

- Construction and/or installation of a fence.
- Construction and/or installation of a 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 not more than 30" high.
- Widening or adding newly paved areas to an existing driveway.



## Examples of work

### REQUIRING A BUILDING PERMIT:

- Building an addition onto your house, including attached garages and carports.
- Above ground and in ground swimming pools, even "wall-less" and portable pools! Any pool that is deeper than 18" needs a permit. If your pool is taken down every year, you need a permit to put it back up every year.
- 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 more than 30" from the ground.
- Installation of doors and windows if the new doors and windows are of a different size.
- Upgrading an electrical service.
- The addition or relocation of electrical wiring.
- Plumbing work where the "trap" seal is broken

## Examples of work

### NOT REQUIRING ANY PERMIT:

- Repair to existing structures such as floorboards in a deck.
- Resurfacing a driveway without enlarging it or changing the shape at all.
- Putting new shingles on your roof.
- Replacing or installing siding on a house.
- Replacing windows and doors with new ones of the same size.
- Replacing a garage door (however, 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 AT 792-3505 IF YOU ARE UNSURE WHAT KIND OF PERMIT YOU NEED!**

## Snow And Ice On Sidewalks

Do not shovel or blow snow into public streets. It is against the law, defeats the purpose of snow plowing, and causes unsafe conditions for all drivers. All shoveled or blown snow should be piled in your yard or property.

To remove snow properly, snowplows may make several trips up your street. We recommend you do not shovel the end of your driveway open until the street is completely open and the truck has moved on.

Any person owning property along a street or highway in West Manchester Township is required to remove the snow and ice from the sidewalks at least 24 inches wide for the entire length of their property. The path must be cleared within eight hours after the snow/ice has stopped. If the snow/ice stops after 10 PM, sidewalks must be cleared by 10 AM the next morning.

Snow and ice may NEVER be thrown, pushed, cast, blown, shoveled, plowed or dumped into the street.

\* The above violations may result in a fine up to \$600. \*

# Parks & Recreation Department

## PARKS & RECREATION DIRECTOR

Lori Trimmer

ltrimmer@wmtwp.com

## ASSISTANT DIRECTOR

Kristi Swartz

kswartz@wmtwp.com

## RECREATION ADVISORY COMMITTEE MEMBERS

Jennifer Bennett

Donald Gable

Tim Young

Dave Werner

Ron Stare

Jim Kern

Lisa Krout

## DELEGATES

Roy Gentzler

Charlie Jacobs

Levern Krout

Kathie Suter

Tina Raffensberger

## SCHOOL BOARD LIAISON

Lynn Kohler

**FIND A MISTAKE?** It is our policy to include something for everyone. Since some people like to find errors, we regularly include a few in our bulletin to meet this need. **HAVE FUN!!!**

## Park Rules

WEST MANCHESTER TOWNSHIP WELCOMES YOU TO USE OUR PARKS. THANKS FOR KEEPING THE PARK A BEAUTIFUL, FUN AND SAFE PLACE.

Please read and abide by the rules, as set forth by Ordinance 85-5.

### PARK HOURS ARE DAWN TO DUSK

- Alcoholic beverages or illegal drugs are not permitted.
- Golf practice is not permitted.
- Loud, boisterous or indecent conduct is not permitted.
- Use proper trash receptacles. Don't be a litter bug!
- Vandalism, graffiti, or destruction of any equipment will not be tolerated.
- Motorized model airplanes, skateboards, roller blades, skates, or any motorized, wheeled vehicles are not permitted.
- No open fires except in charcoal grills; dispose of hot coals, ashes in the designated areas.
- No soliciting of any food or services in the park.
- No firearms, air guns, sling shots, or explosives.
- Speed limit at all parks is 15 mph. Park in designated areas only.
- Reservations for these facilities may be made in advance through the township office.
- For rental costs and additional information, please refer to page 11.
- If you see any violation of any of the above rules, please call 911.
- All violations are punishable by a fine and/or imprisonment.

## Refund Policy

- Full refunds will be given for classes canceled by the Parks and Recreation Department.
- Refunds will only be issued to the person who paid the fee.
- No cash refunds.
- Refunds may be prorated.
- Refunds will be by Township check and will be paid in accordance with the Finance Department's regular payment schedule.
- There will be no refunds after the registration deadline unless a participant offers extenuating circumstances or a medical excuse.
- Participant requesting refunds are only given if requested in writing.
- All refunds incur a \$10 processing fee.
- Refunds for trips are issued only if the seat can be resold or the trip is canceled by the Recreation Department.

# Facility Reservations

The Recreation Department is announcing the following facility reservation fees. Residents are asked to call the Recreation Department at 792-3505 to schedule the use of one of the facilities for your upcoming picnics, family reunions, etc. These fees will help us to properly maintain and control our facilities while offering our residents the opportunity to use them for a planned event. If a pavilion is reserved, the park and its other facilities such as baseball/ softball fields, volleyball and basketball courts are still available for use by the public.

Equipment Rental Fees (Based on cost): Balls, bats, frisbees, horseshoes, etc.

**The West Manchester Township Parks and Recreation Department welcomes people with disabilities to participate in all programs and services. Please call and let us know how to best serve you. Our number is 717.792.3505.**

## RATES

### SUNSET LANE PARK PAVILION

(Weekdays) \$40/day

### DUNEDIN PARK PAVILION

(Weekdays) \$40/day

### SUNSET LANE PARK PAVILION

(Weekends) \$65/day\*

### DUNEDIN PARK PAVILION

(Weekends) \$65/day\*

### SMALLER PARK PAVILIONS

Weekdays \$30/day

Weekends \$55/day\*

*\*This includes a \$25.00 refundable garbage fee*

**COURTS/FIELDS** \$10/hr



## Dogs Are Permitted In The Following Parks!!

### DUNEDIN PARK 🐾 SUNSET LANE PARK 🐾 LITTLE CONEWAGO CREEK CONSERVATION AREA

Responsible ownership is the key. We ask that everyone abide by the following rules:

- 🐾 Dogs are permitted in Dunedin, Sunset Lane, & Little Conewago Conservation Area Parks Only. Pets are not permitted in any other Township Park.
- 🐾 Dogs must be vaccinated against rabies and display a current license. Dogs must be confined, leashed, or otherwise under the physical control of a person at all times.
- 🐾 Dogs may not be tied to trees, bushes, tables, shelter facilities, even when the owners are present.
- 🐾 Dogs must be well-behaved at all times.
- 🐾 Dog owners are required to pick up after their pets and properly dispose of all pet droppings in trash receptacles.
- 🐾 Pets may not create a disturbance or nuisance. Excessive barking is a disturbance. Owners may be asked to remove dangerous or noisy pets from the park.



# Recreation Form

## WEST MANCHESTER TOWNSHIP PARKS & RECREATION DEPT

(Please print clearly: Separate Application required for each participant!)

"Please make checks payable to West Manchester Township!"

Participant's Name: \_\_\_\_\_ ☐ Male ☐ Female

Parent/Guardian's Name:(if applicable) \_\_\_\_\_

Day Phone #: \_\_\_\_\_ Evening Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Municipality: \_\_\_\_\_ School: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**ACCIDENT INFORMATION** - Participation is at your own risk. Insurance coverage and transportation is the responsibility of the participant.

In case of an emergency and I am not available please contact:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Hospital Preference: (Check One) ☐ York ☐ Memorial ☐ Hanover ☐ Other \_\_\_\_\_

List any Physical Limitations/Disabilities or Allergies: \_\_\_\_\_

**WAIVER RELEASE:** I will, in no way, hold West Manchester Township or an affiliated organization responsible for any injury or accident that might occur to me or my child (if applicable) while participating in this activity.

Signature of Participant or Parent/Guardian (if applicable) \_\_\_\_\_

Date \_\_\_\_\_

☐ **TEE BALL FOR BOYS AND GIRLS** \$40 / \$50 (Prior to March 30) \$50 / \$60 (After March 30)

Please check one: ☐ (5-6 age group) ☐ (7-8 age group)

T-Shirt Sizes Youth (check one) ☐ SMALL (6-8) ☐ MEDIUM (10-12) ☐ LARGE (14-16) *(T-shirts are available at the Twp Office for Sizing)*

☐ **SOFTBALL** (Prior to February 9) Resident \$90 / Non Resident \$120 (After February 9) Resident \$100 / Non Resident \$140

Please check one: ☐ Micro (ages 5-7) ☐ 10 & Under ☐ 12 & Under ☐ 14 & Under ☐ 16 & Under ☐ 18 & Under

Please check one: ☐ Major Division ☐ Minor Division ☐ Undecided

**DOES NOT INCLUDE UNIFORM (IF NEEDED - INCLUDES SHIRT, SHORTS, SOCKS, AND VISOR) \$60**

Please check one: ☐ YES, Uniform is needed ☐ NO, Uniform is not needed

### SOFTBALL – TEE BALL COACHES! WE NEED YOUR HELP!!!

Sign up to be a **HEAD COACH** for your son or daughter's team & we will waive the registration fee.

Sign up to be an **ASSISTANT COACH** and we will reduce your registration fee by 50%.

Please check one: ☐ Head Coach ☐ Asst Coach Activity: \_\_\_\_\_ T-Shirt Size: ☐ SM ☐ MED ☐ LG

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

### ☐ **ART WITH HEART CLASSES**

Please check one: ☐ Fun with Sharpies (\$35) ☐ Painting with Charles Demuth (\$25)

### ☐ **CHOCOLATE MANIA (Adults Only) \$55**

Please check one: ☐ January 16 ☐ April 10 ☐ October 23

For Office Use Only:

CK# \_\_\_\_\_ / \$ \_\_\_\_\_ CASH \$ \_\_\_\_\_ INV# \_\_\_\_\_ DATE: \_\_\_\_\_

This form may be mailed or dropped off along with your payment at the Township Office at:  
West Manchester Twp  
380 East Berlin Road,  
York, PA 17408



## Tee Ball For Boys And Girls

**WHAT:** Boys and Girls will learn the fundamentals of softball/baseball in a non-competitive atmosphere where participation and good sportsmanship are the primary goals. The 5-6 year olds will be taught catching, throwing, and batting from the tee. The 7-8 year olds will progress to batting without the tee. The program will be held at St. Paul's Wolf's Church located at 4501 Wolf's Church Road, York, PA 17408 and Trimmer Elementary if needed. Children will first practice their skills then participate in games with one another. The emphasis is on fun, consequently scores or league standings are not kept. This program is not designed for children who are playing in other more competitive leagues.

**AGES:** 5-6 years and 7-8 years old. Participants must be 5 years old prior to the start of the program - May 1.

**WHEN:** Tuesday and Thursday evenings (6-7:30 PM) May 1 through May 24

**WHERE:** St. Paul's Wolf's Church and if needed Trimmer Elementary

**DEADLINE FOR REGISTRATION:**  
MARCH 30

**COST:** (Prior to March 30)

Township Resident \$40

Non Resident \$50

(After March 30, if space available)

Township Resident \$50

Non Resident \$60

**Includes hat and t-shirt. Complete the registration form on page 12, then mail it! Don't forget to bring your softball or baseball glove.**

## Summer Softball For Girls

**WHO:** 7U Micro (Ages 5-7) • 10 and Under • 12 and Under  
• 14 and Under • 18 and Under

Participants may not be older than the age group they are in as of Jan 1, 2018. Players are responsible for purchasing a uniform. Additionally, players are encouraged to purchase their own batting helmets (with face guards) however each team will have a limited number available to share.

**WHEN:** April to August. Players will be notified by the coach as to team placement and practice times.

**WHERE:** Practices and home games are at Lincolnway Elementary, Derry Park, Sunset Lane Park, St. Paul's Wolf's Church and West York High School. Away games are at various fields in York County.

**DEADLINE FOR REGISTRATION:** FEBRUARY 9

**COST:** (Prior to February 9)

Township Resident \$90

Non Resident \$120

(After Feb 9, if space available)

Township Resident \$100

Non Resident \$140

**Uniform (IF NEEDED - includes shirt, shorts, socks, and visor) \$60 This is not included in the registration fee and is an additional cost.**

Competitive (major) and recreational (minor) leagues are available in all age groups. All teams travel and transportation is the responsibility of the participant. Competitive teams offer a high level of play while refining skills. Recreational teams offer the ability to learn the fundamentals.



# Chocolate Mania

**COST \$55 PER PERSON.** *Adults Only.*

Minimum 4 • Maximum 12

Take a journey with us and learn how working with Chocolate is a treat! You will practice dipping items into chocolate. We offer over 10 different centers including and not limited to: peanut butter, caramel, pretzels, peanuts, cashews, raisins, peppermint cream and more. All can be dipped in your choice of Wilbur's Finest milk or dark chocolate. We will show you how to make real marshmallow and a REAL Truffle. We will also teach you melting techniques and encourage your creative side! Anything in chocolate is possible in this class. You are welcome to bring items to dip! Additionally, private parties can be arranged by calling Anna at 717-854-9269.

We can assure you will leave carrying at least 5 lbs of finished confections!

**LOCATION:** Anstine's Candy Kitchen | 901 S. Queen St, York, PA 17403

*Instructors Allen and Anna Dalby – Proprietors*

## WINTER SESSION:

Tuesday January 16, 2018 | 6-8 pm

Deadline: January 9

## SPRING SESSION:

Tuesday April 10, 2018 | 6-8 pm

Deadline: April 3

## FALL SESSION :

Tuesday October 23, 2018 | 6-8 pm

Deadline: October 16

## Upcoming Bus Trips....

Are you ready for a new adventure? Meet crazy, fun, new friends! See interesting new places! Check out one of our upcoming bus trips. Call the Parks and Recreation Department at 717.792.3505 for an information packet on the individual trips.

**APRIL 14** – Springtime in New York City

**MAY 5** – Springfest Ocean City, MD

**MAY 19** – Cape May, NJ

**JUNE 2** – New York City

**JUNE 30** – Washington DC

(Smithsonian Folklife Festival, if you desire)

**JULY 7** – A Day in Pittsburgh (Pirates vs  
Phillies Baseball Game, if you desire)

**JULY 21** – Battleship New Jersey &  
Adventure Aquarium

**AUGUST 11** – Wildwood, NJ

**AUGUST 25** – St. Michaels, MD

**SEPTEMBER 22** – Sunfest Ocean City, MD

**OCTOBER 20** – Jim Thorpe, PA

**DECEMBER 1** – Peddlers Village

**DECEMBER 8** – New York City



## Summer Programs

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**JUNE 18 TO JULY 27**

Summer Programs will be available at various park sites within West Manchester Township. Registrations will be available in the Spring/ Summer Bulletin which should be in your mailbox the beginning of April.

## Summer Playground Staff Opportunities

---

West Manchester Township Parks and Recreation Department will be accepting applications for summer playground positions. Applicants must be 16 years of age by June 11, for a paid position. Applications can be picked up at the Township Building beginning January 2 until March 2. After reviewing the applications, interviews for potential playground staff will be scheduled beginning in March.

**Apply between January 2 – March 2, for the Summer of "2018", and you will get valuable job experience working with children!**  
**Applications are available at the Township Building, 380 East Berlin Road, York, PA 17408.**

## Volunteer Summer Staff Opportunities

---

**COUNSELORS-IN-TRAINING  
JUNE 11 - JULY 27**

The Recreation Department is searching for 25-30 teenage Counselors-in-Training (CIT). CIT's are teenage volunteers who are 13 - 15 years of age and assist the children in the different playground sites. They help the paid staff from 8:45 AM to 12:15 PM, Monday through Friday.

**SAFETY TOWN  
VOLUNTEERS  
JUNE 11 - JUNE 14**

In addition to playground volunteers, we need teens to help with our Safety Town program. Volunteers (ages 12+) are needed to help out in the classrooms and with the distribution of snacks.



# Programs For Seniors

## SENIORS SAFE DRIVING PROGRAM

**WHO:** Motorists Age 50 and older

**WHEN:** Class # 1 March 20 & 21 (8:30 AM – 1:00 PM)

Class # 2 May 9 – 4 Hour Refresher Course -  
(8:30 AM – 1:00 PM)

Class # 3 September 18 & 19 (8:30 AM – 1:00 PM)

Class # 4 November 27 & 28 (8:30 AM – 1:00 PM)

All forms must include a copy of your Driver's License and AARP card if you are a member. For the four hour Refresher Course, a copy of the Certificate of Proof showing you have attended a class within the last three and a half years must also be attached.

**WHERE:** Lincolnway Fire Company  
300 East Berlin Road

**DEADLINE FOR REGISTRATION:** Two weeks prior to start date

**COST:** \$15 with AARP Membership **OR** \$20 without AARP membership

\*Make checks payable to AARP

**CLASS SIZE:** Minimum 6 Maximum: 20



This course is designed to meet the specific needs of older drivers. It covers age-related physical changes, declining perceptual skills, rules of the road, local driving problems, and license renewal requirements. Person 55 and older taking this course may qualify for a minimum 5% discount on their auto insurance premiums. We recommend you check with your insurance agent. This eight hour course is **all classroom** and there are **NO** tests. Participants must attend both sessions for certification. Call for a registration form, 717.792-.3505.

## Health Insurance Assistance is Available for All Medicare Beneficiaries

An Apprise counselor from the York County Area Agency on Aging will be available at the West Manchester Township Office, 380 East Berlin Road, on the fourth Wednesday of every month from 9:00 AM to Noon, with the exception of October, November and December. Apprise volunteers are specially trained to answer your questions about Medicare, Medigap, Part D, PACE, and other prescription drugs. The counselors have direct access to State and Federal Medicare information and resources.

Apprise volunteers can:

- Help you understand Medicare benefits and services
- Help you make informed choices about selecting a supplement insurance
- Help you understand how Medicaid works
- Help you understand the Medicare Summary Notice

**PLEASE CALL THE YORK COUNTY AREA AGENCY ON AGING AT:**

**(717) 771-9008 OR 1-800-632-9073.**



## Shiloh Fire Company

Hey Seniors! Do you want to meet some new friends? Socialize? Snack and play bingo for fun? Join Lori and Kristi at the Shiloh Fire Department located at 2190 Carlisle Road, York, PA 17408, from 10:30 – Noon. If you want, bring a snack to share. There is no cost for this activity so mark your calendars and bring a friend.

**TUESDAY, JANUARY 9**

**TUESDAY, FEBRUARY 6**

**TUESDAY, APRIL 10**

**TUESDAY, MAY 8**

Senior Fun

# Safety Town

Safety Town is a program featuring a fun curriculum on fire prevention, home safety, stranger awareness, and bike safety. Don't wait – this program will fill quickly! Register for Safety Town by completing the form on this page.

**WHO:** Children ages 3 through 7 (Participants must be potty trained)

**WHEN:** JUNE 11-14 • 9:00 AM-12:00 PM • 4 DAYS

**WHERE:** Wallace Elementary, 2065 High Street, York, PA 17408



## West Manchester Township Safety Town Registration

*Please print and use a separate application for each participant:*

Child's Name: \_\_\_\_\_ Sex: M F

Address: \_\_\_\_\_ City/State \_\_\_\_\_ Zip: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ Municipality: \_\_\_\_\_

Parents or Guardians: \_\_\_\_\_

Phone: Work: \_\_\_\_\_ Home: \_\_\_\_\_ E-mail: \_\_\_\_\_

Circle the age group your child will attend. No refunds after May 1. **ALL CHILDREN MUST BE POTTY TRAINED**

Age Group: 3 4 5 6 7

My child has the following special needs or considerations (allergies, disabilities, etc.) Please be specific.

\_\_\_\_\_  
\_\_\_\_\_

Participation is at your own risk. Insurance coverage and transportation is the responsibility of the participant. In case of emergency and parent or guardian is not able to be reached, please give the name and phone number of another contact. Name:

\_\_\_\_\_ Phone: \_\_\_\_\_

Hospital Preference: \_\_\_ York \_\_\_ Memorial \_\_\_ Hanover Other: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

My child has permission to participate in this program. I will, in no way, hold West Manchester Township responsible for any injury or accident that might occur while participating in this event.

Signature of Parent or Guardian: \_\_\_\_\_

**Register by May 4 and receive a free Safety Town T-shirt!**

**X-SMALL (2-4)      SMALL (6-8)      MEDIUM (10-12)      LARGE (14-16)**

*Please make checks payable to West Manchester Township and return registration form to:  
West Manchester Township, Safety Town Program • 380 East Berlin Road, York PA 17408*

Resident \$45.00  
Resident \$55.00

Non Resident \$60.00 (Prior to May 4)  
Non Resident \$70.00 (After May 4)

### FOR OFFICE USE ONLY:

Check # \_\_\_\_\_ \$ \_\_\_\_\_ Cash \$ \_\_\_\_\_ Date: \_\_\_\_\_





## “Art With Heart” Mini Classes

### FUN WITH SHARPIE'S

Sharpies are a fun way to make your mark! Young children to older teens love using them to create and have fun. We will be using a foil embossing technique to create a one of a kind design and finishing with different color sharpies of your choice. If time allows, there will be other fun projects as well. It's all about how detailed, realistic, abstract, or simple you want to make your project.

This class is for all school ages, Kindergarten through 12th grade. Sharpies don't have an age limit and neither does this class. Please join us for a 2 night marker experience. Keep in mind that Sharpie's are PERMANENT, so please wear old clothing.

**Classes will be held at the Shiloh Fire Hall. Pre-registration is required.**

**DATES: JANUARY 17TH & 24TH | TIME: 6:00-7:30**

**AGES: K-12 | PRICE: \$35.00**

### PAINTING LIKE CHARLES DEMUTH

Charles Demuth was a famous painter born in 1883 in Lancaster Pennsylvania. His art work was called precisionism/cubism realism which focuses on using geometric shapes. One of Demuth's most famous paintings is called *I saw the figure 5 in gold*.

Using the first letter of your name, we will be creating our own version of the figure 5 on 11x14 canvas. We will be using rulers, stencils, and acrylic paint. All ages 5 and older are welcome, including adults who would like to paint with their child.

**This class will be held at the Shiloh Fire Hall. Pre-registration is required.**

**DATE: FEBRUARY 7TH | TIME: 6:00-7:45**

**AGE: 5+ | PRICE: \$25.00**



## Coloring and Conversation



Coloring, it's not just for kids. Coloring has been found to relieve stress and anxiety. It helps the brain to focus and concentrate. It's a great way to have fun with your friends and unwind from the hectic environment of everyday life. We have all the supplies needed to create your masterpiece. However, you are welcome to bring your own supplies as well. Join us from 10:30 – Noon, at Shiloh Fire Company, 2190 Carlisle Road. If you want, bring a snack to share. Lori and Kristi will be there to lead you in all sorts of intriguing conversations.

**TUESDAY, JANUARY 16**

**TUESDAY, FEBRUARY 13,**

**TUESDAY, MARCH 13**

**TUESDAY, APRIL 17**

## St Patrick's Day Bingo For Adults

**THURSDAY, MARCH 15 | 1:00-3:00 PM**

**SHILOH FIRE COMPANY | 2190 CARLISLE RD, YORK**

**CALL TO REGISTER 717-792-3505 BY MARCH 9.**

**Do not park in emergency designated areas.**

**Please bring a dabber with you, we will have a limited number available.**

**DOORS OPEN AT 12:30 PM**

**\$5**

**PER  
PERSON**



# Are You Interested In Placing An Ad In This Newsletter?

West Manchester Township would like to extend an opportunity for you to showcase your business. Advertise in our newsletter and help us, help you! For a nominal fee, information on your business can reach approximately 18,894 residents in West Manchester Township. Your advertisements help defray the cost of the newsletter.

Your support helps us bring valuable information to the community in a timely manner.

Partner with us and get the word out to residents about your business! **For details please contact Lori Trimmer at [ltrimmer@wmtwp.com](mailto:ltrimmer@wmtwp.com)**

Information on your business can reach  
approximately **18,894 residents**  
in West Manchester Township



## Rich Arnold Memorial Hoops for Sight

APRIL 7, 2018 • 10:00 AM – 1:00 PM

Location: TBD

### TONS OF PRIZES

#### Fighting for a Cure for Retinal Degenerative Diseases

The Shiloh Lions Club is helping children who are going blind, by funding research to find cures for retinal degenerative diseases. The "Rich Arnold Memorial Hoops for Sight", is local residents gathering pledges and shooting foul shots for prizes with all proceeds going to the Foundation Fighting Blindness. The money raised will fund research which may give sight back to these children.

Check out the Shiloh Lions Website for all the forms and additional details.

[www.ShilohLionsClub.org](http://www.ShilohLionsClub.org)



## New Program Ideas

- Do you have a special skill that you would like to teach others?
- Do you have program ideas?
- Do you have a building, area, room that is a great place for programs? We would love to put an exciting program in it.

ANY SUGGESTION ARE WELCOME.

WE ARE ALWAYS LOOKING FOR NEW AND EXCITING PROGRAMS. GIVE US A SHOUT AT 792-3505. WE WOULD LOVE TO WORK WITH YOU.

If you need to borrow medical equipment free of charge contact the Shiloh Lions at 717.781.2191.



# Mark Your Calendars...

**WHEN:** Sunday, April 8, 2018

**WHERE:** Shiloh Fire Co.

**TIME:** Doors Open At 10:00 AM –

Bingo Starts At Noon

**COST:** \$15.00 Advance Tickets –

\$20.00 At The Door (If Not Sold Out)

Tickets Can Be Purchased  
At The West Manchester

Township Office,  
380 E. Berlin Road.

Questions...  
Call 792-3505.



West Manchester Township Parks And Recreation Department Is  
Having Gift Card Bingo!!!! You Won't Want To Miss Out On The Fun!!!!

## Dairy Queen Snow Sculpture Contest

**DEADLINE FOR REGISTRATION:** APRIL 6

**WHO:** All Township Residents both Young and Old, Big and Tall, Short and Small

**WHEN:** Anytime it snows

**WHERE:** In your own backyard

**COST:** Free

Simply create your own snow sculpture and take a photo of it with the creators in the picture too!  
You may send your photo to the West Manchester Township Parks and Recreation Department,  
380 East Berlin Road, York, PA 17408. You may also e-mail your photo to: [ltrimmer@wmtwp.com](mailto:ltrimmer@wmtwp.com)

Please include the name(s), address(es), and phone number(s) of all the creators. The snow  
sculptures will be judged by the West Manchester Township Recreation Advisory Committee at the  
April 18th meeting. Sorry, we will not return pictures. Winners will be awarded a special treat.





## Tax Information

**Cheryl Niehenke, Tax Collector • 717-793-9651**  
**Westmanchester.wix.com/taxcollector**



The West Manchester Township Tax Collector is located in the municipal complex at 380 East Berlin Road. The office is open to the public on the following weekdays:

**Office CLOSED January 15th-January 29th**

**Tuesdays 9:00 AM – 1:00 PM**

**Wednesdays 9:00 AM – 1:00 PM**

**Thursdays 9:00 AM – 1:00 PM**

Other times are available by appointment, please call 793-9651. If the Tax Office is closed and you wish to make a payment, there is a secure after hours mailbox located on the building beside the Tax Collector's entrance door. Credit will be given for payment on that date. If you place your payment in the after hours mailbox or mail your payment, and would like a copy of your paid receipt, please enclose a self-addressed stamped envelope with your bill.

**CASH PAYMENT** may only be made in **PERSON** and you must have the **EXACT CHANGE. DO NOT** leave cash in the after

hours mailbox. Additionally please include your **PHONE NUMBER on your BILL or CHECK.**

If you are paying your tax bill with Bill Pay from your bank account, please make sure that the check is identifiable to your property. Since the bill will not accompany the check, a bill number or parcel number should be listed on the check. If check cannot be identifiable to your property, proper credit cannot be given to your account.

### **POSTAL SERVICE MAIL DELIVERY DELAYS.**

The timeliness of mail delivery service, state-wide, has significantly changed over the past year. If you are mailing a payment close to the payment deadline be sure to allow extra time for your payment to be processed by the post office. Mail is not always postmarked the day it is mailed. Even though you place your payment in the mail on a specific date, it is not guaranteed that it will be post marked on the day you mail it. Allowing enough time

for the postal service to process the mail will eliminate your payment being received after the payment deadline. The tax office accepts POST MARK not date on check.

**POST DATED CHECKS NOT ACCEPTED.** The tax office **does not** accept post-dated checks or hold payments. There is a high volume of incoming mail received on a daily basis, which leaves a margin for error of your post-dated payment being processed. This could result with payment being returned from the bank for insufficient funds, at which time fees occur.

Payments are not held, they are processed on the day they are **received** not the date on the check. **Payments received with a post-dated check will be returned.**

**CLOSINGS.** The office voicemail message is updated with any additional office closings or delays. This information can also be found on the tax collector website - [www.westmanchester.wix.com/taxcollector](http://www.westmanchester.wix.com/taxcollector).

### Change of Address

If you have moved or will be moving, please notify the tax office so that the records can be updated to ensure that the tax bills are sent to the correct address/owner in a timely manner. This can be done by mailing the form below to the tax office at 380 East Berlin Road, York PA 17408, email or by calling the tax office. Message can be left on voicemail if the office is closed.

#### **Change of Address**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Property Address: \_\_\_\_\_

Old Mailing Address: \_\_\_\_\_

New Mailing Address: \_\_\_\_\_

### New Resident

If you are a new resident in the township and have not received a tax bill please contact the tax office.

- 2018 Real Estate tax bills are mailed in mid February
- 2018-19 School Tax bills are mailed the end of June

### IMPORTANT NOTE - JANUARY 2018 OFFICE HOURS

The tax office will be closed from January 15, 2018 to January 29th, 2018. Office hours during that time will be by **appointment only**. Regular office hours will resume January 30, 2018. Email and voicemail messages will be checked regularly throughout this time period and you will receive a response within 24-48 hours.

- Interim billing payments – mail or place in the secure after hours mailbox located outside of the tax office, and your receipt will be mailed to you.
- Request a tax receipt – receipt can be emailed or faxed - leave your email address and/or fax number and a phone number to contact you. If you would like your receipt sent via mail, send a stamped self-addressed envelope with a note stating your request.

# Lincolnway Fire Company

300 EAST BERLIN ROAD | YORK PA 17408 | 717.792.0010

## 2018 Fundraisers

Easter Flowers, Candy and Jewelry Sale

FRIDAY MARCH 30TH • 10:00 AM – 6:00 PM

SATURDAY MARCH 31ST • 10:00 AM – 4:00 PM

Chicken BBQ - Commerce Center on White Street

START SELLING AT 11:00 AM – TILL SOLD OUT

SATURDAY APRIL 7TH

SATURDAY MAY 5TH

SATURDAY JUNE 9TH

Primary Election Day Soup & Sandwich Sale

TUESDAY MAY 15TH • 10:00 AM TO 6:00 PM

OR UNTIL SOLD OUT

Tool Bingo

SUNDAY, MARCH 18TH, Please watch our

Facebook page for further details.

Truck Touch

SATURDAY OCTOBER 6TH • 11:00 AM TO 2:00 PM

General Election Day Soup & Sandwich Sale

TUESDAY NOVEMBER 6TH • 10:00 AM TO 6:00 PM

OR UNTIL SOLD OUT

# Shiloh Fire Company

2190 CARLISLE ROAD | YORK, PA 17408 | 717.764.3920

## 2018 Fundraisers

Red Cross Blood Drive

MONDAY, JANUARY 15TH • 2:00 PM – 7:00 PM

Red Cross Blood Drive

MONDAY, MARCH 12TH • 2:00 PM – 7:00 PM

Chicken BBQ

SATURDAY, MARCH 24TH • 11:00 AM – TILL SOLD OUT

Annual Spring Yard Sale

SATURDAY, MAY 12TH • 8:00 AM – 2:00 PM

Tool Bingo

SUNDAY, MARCH 18TH, Please watch our

Facebook page for further details.

Chicken BBQ

SATURDAY, MAY 19TH • 11:00 AM – TILL SOLD OUT

Lincolnway Fire Company



Shiloh Fire Company



# The West Manchester Township Fire Department NEEDS YOUR HELP



Did you know that a small percentage of your home owner's insurance comes back to the West Manchester Township Fire Department? Each year insurance companies, based outside of PA, are required to send a small percentage of fees collected to the state of Pennsylvania for fire protection around the commonwealth. Those fees are then sent to the fire departments throughout the commonwealth in the form of "Relief Funds". Relief Funds are only allowed to be used for the purchase of life safety equipment.

Over the past few years we have seen a decline in the "Relief Funds" being

sent to the West Manchester Township Fire Department.

We are reaching out to our residents to verify their home owner's insurance policies reflect the correct municipality. From time to time insurance companies list the wrong municipality and as a result that small percentage collected for fire protection is sent to the wrong fire department. For example, you may have told your insurance company that you live in York and they just automatically assume that its York City. As a result, the funds are sent to York City's Relief Fund. So if you are a new resident to West Manchester Township or if you made a recent update/change to your policy within the past few years take a few minutes to ensure that West Manchester Township is listed as the municipality on your insurance policy.

# WE NEED VOLUNTEERS.

Being a volunteer emergency responder is about one thing. It's not what you look like, what degree you have, where you come from. It's about heart. If you've got the heart to serve this community in a way that few can, you've got everything we need.

## READY TO LEARN MORE?

We are looking for motivated individuals to become part of our team. If you have the drive and determinations to become a administrative member or firefighter, please feel free to stop by any of our stations for a tour and an application.

By being a volunteer with the WMTFD you get the following benefits:

- **FREE** Uniforms
- **FREE** Training
- **FREE** Life Insurance
- **FREE** Retirement Plan
- **FREE** Fuel Reimbursement
- Plus much more



**FOR MORE INFORMATION:**

Contact Chief Clif Laughman

717-792-3505

[claughman@wmtwp.com](mailto:claughman@wmtwp.com)



***YOUR COMMUNITY IS CALLING***



# UPMC Pinnacle Memorial



Since 1945, Memorial Hospital has provided quality health care to the York community. Now as part of UPMC Pinnacle, Memorial will bring a new level of innovation and advanced care to you and your family. As our network grows, construction also continues on the replacement hospital for UPMC Pinnacle Memorial.

The replacement facility features 130 beds in a modern five-level design where all patients will be able to heal comfortably in private rooms. An expanded Emergency Department, five operating rooms, two cardiac catheterization laboratories, and a hybrid surgical and cardiovascular suite will incorporate advanced technology and state-of-the-art design in patient care.

New services, including a Neonatal Intensive Care Unit (NICU), treatment for patients in need of long-term acute care, and a campus with space for future expansion, ensure UPMC Pinnacle Memorial will be able to serve the health care needs of our community for generations. With anticipated completion in mid-2019, Memorial's replacement hospital and UPMC Pinnacle are together bringing life-changing medicine to you.

Follow progress of UPMC Pinnacle Memorial's facility at [www.mhyork.org](http://www.mhyork.org) or at West Manchester Township's website, [www.westmanchestertownship.com](http://www.westmanchestertownship.com).



## Casino Night

All In For Education



The Foundation for the  
West York Area School District™

### Annual Community Event

Friday, March 16, 2018

from 7:00 pm until 10:00 pm

The Clubhouse at Ben Franklin Park  
1350 Woodberry Road, York, PA 17408

## To Benefit The Foundation for the West York Area School District

Join us for a fun evening with casino games, dancing, silent auction and heavy hors d'oeuvres in support of West York students. Tickets are \$40 per person. Includes 1 free drink coupon at the door. For more information or to purchase tickets, email: [info@foundationwyasd.org](mailto:info@foundationwyasd.org)

## Sewer Rate Increase for 2018

Effective January 1, 2018 the West Manchester Township Sewer rates will be increasing.

There will be a five (\$5) increase on the base rate for residential and commercial. This increase is needed to cover upgrades to the collection systems.

The new 2018 rates are:

\$165 residential base rate

\$175 for 31,800 gallons base rate plus an additional \$8 per thousand gallons over the base amount.

## MINOR INCREASE TO TOWNSHIP REAL ESTATE TAXES FOR WEST MANCHESTER TOWNSHIP RESIDENTS

The 2018 draft budget was presented to the Board of Supervisors (BOS) with a 0.2000 mill tax increase. The increase was mainly needed due to an unfunded mandate by the State of Pennsylvania regarding stormwater and MS4 compliance. This unfunded mandate is not only impacting our Township but many other Townships are also increasing their real estate taxes as a result. The impact to the tax payer with a home assessed value at \$150,000 is an increase from \$120 to \$150 or a net \$30 increase.

An increase is also needed to cover a lower than expected Act 511 tax revenue (earned income & local service tax and business privilege & mercantile tax). Although the economy is improving, the Township is not seeing this in the collection of revenue.

## 2018 Sewer/ Trash Quarterly Billing Dates

### 1ST QUARTER (JAN 1- MAR 31)

Bills generated in January

### 2ND QUARTER (APR 1- JUNE 30)

Bills generated in April

### 3RD QUARTER (JULY 1-SEPT 30)

Bills generated in July

### 4TH QUARTER (OCT 1- DEC 31)

Bills generated in October

**PLEASE NOTE:** FAILURE TO RECEIVE A BILL DOES NOT VOID RESPONSIBILITY FOR ITS PAYMENT OR WAIVE THE PAST DUE PENALTY. A 10% penalty is imposed on current charges not paid by the due date.

## Sewer & Trash Payments

### DO NOT MAIL OR BRING PAYMENTS TO THE TOWNSHIP OFFICE

West Manchester Township offers the following methods for paying your sewer bill. One of the three options must be used. NO PAYMENTS ARE ACCEPTED AT THE TOWNSHIP OFFICE.

**1. MAIL:** mail your check with your account number along with your coupon to our lock box at the following address:

West Manchester Township

PO BOX 62542

Baltimore, Md 21264-2542

### 2. CREDIT CARD OR ELECTRONIC

**TRANSFER:** Please visit our website at [www.wmtwp.com](http://www.wmtwp.com) and click the "Online Bill Payment Portal", which is located in the left-hand side of the main page to process your payment. A minimal fee is charged for this service. **WE DO NOT ACCEPT THESE PAYMENTS IN PERSON OR BY PHONE.**

### 3. AUTOMATED CLEARING HOUSE (ACH)

**OR DIRECT DEBIT:** The Township can direct debit a checking or savings account for your quarterly sewer/ trash payments. To set this up, go to our website at [www.wmtwp.com](http://www.wmtwp.com) and go to forms, click on the [Automatic Debit Form](#) and complete it. Please return the form along with a **voided check** to the Township. This form must be returned **ONE** month prior to the quarterly billing cycle to ensure your account will be debited properly. You must notify us immediately if your account number or any changes occur with the account to be debited. Failure to notify us will result in late fees and a nonsufficient fund charge applied to your account.



# COMMUNITY CONTACTS

## WHO TO CALL? WHAT TO DO?

Whether you are new to the Township or just confused about youth athletic teams in our area, here is a handy reference when you need to know who to call for the facts. This does not include any of the sports offered by the West York School District.

## ACTIVITY AGE CONTACT REGISTRATION SEASON

<b>SOCCER</b>	4-8	W. Manchester Twp.	May/June	August/September
		Lori Trimmer 792-3505		
<b>SOCCER</b>	6-16	West York Soccer Club	Fall-late April	August-November
		Robert Berry 717-659-7503	Spring-November	March-June
		westyorksoccer@gmail.com		
<b>TEE BALL</b>	5-8	W. Manchester Twp.	January/March	May
		Lori Trimmer 792-3505		
<b>BASEBALL</b>	5-18	West York Boys Club	January/February	April-July Spring
		Blake Chronister 443-844-7640	July	August-October Fall
		bchronister@gbp.com		
<b>GIRLS SOFTBALL</b>	8-18	W. Manchester Twp.	January/February	May-July
		Lori Trimmer 792-3505		
<b>FOOTBALL</b>	8-13	West York Boys Club	June/July	August-October
		Dan Rice 717-278-8738		
		driceii@comcast.net		
<b>BASKETBALL</b>	8-13	West York Boys Club	August/September	November-March (Comp)
		Todd McGladrie 717-873-1950		January-March (Rec)
		toddmcgl@comcast.net		
<b>CHEERLEADING</b>	6-12	Football	April	August-October
		Basketball	September	November-March
		Competition	April	July-March
		Jessica Cramer		
		Jessica_cramer@outlook.com		
<b>LACROSSE</b>	7-14	Canine Lacrosse Club	January/February	March - May
<b>BOYS</b>		Tim McNicholas 717-668-5846		
		irishgumz77@yahoo.com		
<b>GIRLS</b>		James Kunkle 717-654-3471		
		james.kunkle@gmail.com		
<b>WRESTLING</b>	2-6th gr.	Elementary Wrestling	October	November
		Justin Wilkins 819-8616		
<b>GIRL SCOUTS</b>	K-12 gr.	Ida Berkheimer 846-2069	All Year	September-May
<b>CUB SCOUTS</b>	K-5th gr.	Jason Stratford 825-6869	All Year	All Year
		Stratford.bsa@gmail.com		

# WEST MANCHESTER *Township*

380 EAST BERLIN ROAD  
YORK, PENNSYLVANIA 17408

PRSRT STD  
U.S. POSTAGE  
**PAID**  
HARRISBURG PA  
PERMIT NO. 592

## Public Meeting Schedule

### JANUARY

- 2 Reorganizational Meeting @ 7:30 AM
- 9 Planning Commission
- 23 Zoning Hearing Board
- 25 Board of Supervisors

### FEBRUARY

- 13 Planning Commission
- 21 Recreation Advisory Committee
- 22 Board of Supervisors
- 26 Fire Service Advisory
- 27 Zoning Hearing Board

### MARCH

- 13 Planning Commission
- 22 Board Supervisors
- 27 Zoning Hearing Board

### APRIL

- 10 Planning Commission
- 18 Recreation Advisory Committee
- 24 Zoning Hearing Board
- 26 Board of Supervisors

## Local Lawmakers

### HOUSE OF REPRESENTATIVES

Representative Seth Grove

196th District  
1954 Carlisle Road  
York, PA 17408  
717.767-3947 - York  
717.783-2655 - Harrisburg

Representative Carol Hill-Evans

53 E. North Street,  
Suite 3 York, PA 17401  
(717) 848-9595

### STATE SENATE

Senator Scott Wagner

218 N. George Street  
York, PA 17401  
(717) 846-2828 York  
[www.senatorscottwagner.com](http://www.senatorscottwagner.com)

## Office Hours

8:00 AM to 4:30 PM (M-F)  
717.792.3505 (P) | 717.792.4374 (F)  
**NEW** [info@wmtwp.com](mailto:info@wmtwp.com)

## Your Local Officials

West Manchester Township is a second class Township and is governed by a three member Board of Supervisors. Presently, the three members are as follows:

### CHAIRMAN

Dave S. Markel

### VICE CHAIRMAN

Rosa G. Hickey

### SUPERVISOR

Steve J. Harlacher

The Board of Supervisors serves as the legislative body of the Township and its functions include setting policies, enacting ordinances and resolutions, adopting budgets, and levying taxes. A Township Supervisor must be a resident and a registered voter of the Township. Supervisors must have resided in the Township continuously for at least one year before their election. Also, a supervisor may hold no other township elected offices, nor serve as a school board member, nor hold any elective county office.