

WEST MANCHESTER

Spring/Summer 2021 Newsletter *Township*

380 EAST BERLIN ROAD | YORK, PENNSYLVANIA 17408

HELLO
Summer



- Food Trucks page 12
- Summer Playground Program page 18
- Olde Tyme Carnival page 27

717.792.3505 | www.wmtwp.com

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We Caught You Having Fun!

Photo Release Statement: By registering for any West Manchester Township program, class or event, you are agreeing to allow the publication of any photos taken of you and/or your child at any program, class, event or facility of West Manchester Township.

THE BOARD OF SUPERVISORS

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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

Basic Residential Trash & Recycling Guidelines

- Trash, recycling, one bulk item and yard waste must be curb side by 6 AM on your scheduled collection day.
- No more than one (1) 64-gallon mobile cart, OR two (2) trash bags or containers will be collected each collection day.
- Bags or containers must not exceed 32 gallons or 50 pounds.
- For additional bags, \$2 stickers are available at any Rutters in the Township and Weis Markets on White Street. Stickers should be placed on all additional garbage bags.
- Recycling amount is unlimited and is collected once a week on your specified day.
- See Yard Waste Collection Calendar on page 8.
- Yard waste must not exceed 5 feet in length and must be bundled.
- You are allowed one (1) bulk item on your second collection day only.
- Bulk items that are too heavy to be lifted into a truck by two people will not be accepted.
- Call Penn Waste (717-767-4456) to schedule collection of appliances containing freon (air conditioners, refrigerators, freezers, etc.)
- No construction debris will be collected curb side.
- Please notify the Township (717) 792-3505 for any collection issues/questions.
- For collection updates, sign up for E-News Updates at www.pennwaste.com, or check the Township website or Facebook pages.

Bulk Item Guidelines

West Manchester Township residents may dispose of one (1) bulk item per week through curb side collection. Please have your 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.

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.



Yard Waste Collection Guidelines



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.

As 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. There is a fee charged here.

Questions?

Contact West Manchester Township at 717.792.3505.

Otherwise see page 8 for the yard waste collection calendar.

Grass Clippings

Grass clippings are not permitted in your trash or yard waste pick up. The best option is to use a mulching mower and let your grass clippings work for you. Mulched grass provides moisture and nitrogen to keep your lawn looking great. If you don't have a mulching mower, low-cost conversion kits are available that fit most mowers. Another idea is to place grass clippings on your vegetable garden or around your hedges. You can also add grass clippings in a backyard compost bin. There are many varieties of bins in stores or you can make a bin of your own. As a last resort, take your grass to the Resource Recovery Center (minimum \$20 waste disposal fee). The Resource Recovery Center is located at 2652 Blackbridge Road, York, PA 17406. Additionally, please remember to remove any grass clippings that may have been blown into the road. This causes an extreme danger to people riding motorcycles and bicycles. Another issue with grass clippings is they clog up storm drains, causing drainage and flooding issues. The best way for homeowners to avoid costly lawsuits and increased homeowners insurance premiums is to discharge towards your home and away from the road.



How to Prepare Yard Waste

Prepare yard waste with any of these options:

- 1 In a container, which can be emptied
- 2 In a biodegradable paper bag
- 3 Bundle it with biodegradable twine

If you choose to bundle your yard waste, please follow these instructions:

- Bundles are no longer than 5 ft. in length
- Bundles not to exceed 30 lbs. each
- Branches not to exceed 6 inches in diameter

An unlimited number of bags or bundles may be placed at the curb on the scheduled pick up day before 6:00 AM.

Please see page 8 for the Yard Waste Collection calendar.



RECOMMENDED RECYCLABLES



CANS

Aluminum & Steel



PLASTIC

Bottles & Jugs, 1, 2 & 5



NEWSPAPER

Clean & Dry, No Food Contact



GLASS

Bottles & Jars



CARDBOARD

Dry & Flattened, No Food Contact



CARTONS

DO NOT PLACE THE FOLLOWING ITEMS IN YOUR RECYCLE BIN



NO Plastic Bags



NO Food/Liquid



NO Garden Hoses



NO Clothing



NO Diapers



NO Medical Waste



NO Scrap Metal



NO Styrofoam

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.

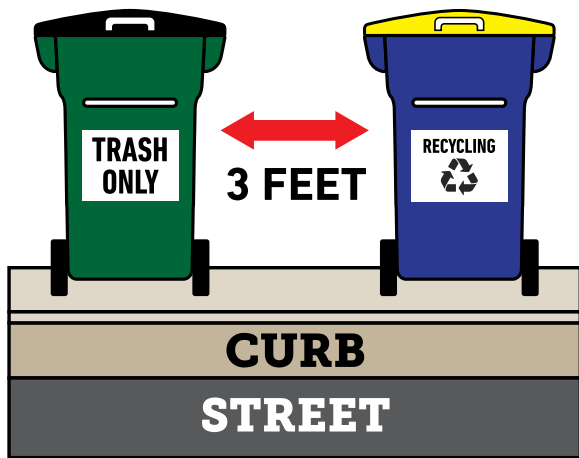


REV 2/2017

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 a.m. to 4:00 p.m. and Saturdays from 8 a.m. to noon at the Small Load Drop-off Facility at the York County Resource Recovery Center. Please note: The Small Load Drop-off Facility is located within the York County Resource Recovery Center campus. The Resource Recovery Center is located at 2651 Blackbridge Road. Enter the Resource Recovery Center's main gate entrance and proceed to the scales. You will be directed to the Small Load Drop-off Facility. If you are recycling a large item that will require more than one person to unload it, please bring a helper with you, as Authority assistance with unloading is not guaranteed. Residents are limited to delivery of five (5) TV's per visit. For additional details on acceptable and not acceptable items please refer to the York County Solid Waste Authority's Website: <http://www.ycswa.com/recycling/recycle-electronics/>

TIPS ON PROPER MOBILE CART PLACEMENT



Please be advised that all mobile carts should be placed **BEHIND THE CURB** and not on the street. There should be nothing placed in the roadway that would impede or delay the removal of snow or ice from the road. The truck arm has the capability to reach past the curb in order to pick up your cans.

Here are some tips to ensure a smooth collection process:

- Set mobile cart out by your start time.
- Place mobile cart with the lid opening towards the road.
- Do not place cart in the roadway.
- **DO NOT** block walkways with carts.
- Place carts at least **THREE FEET APART** from each other and mailboxes, fire hydrants, low hanging trees or shrubs, parked cars, or utility poles - so trucks can easily access the cart.

Clean & Green – Safe Spring Cleaning Tips

Warmer weather is right around the corner. We're just as excited as you are! During this time, many people like to do some spring cleaning. We've compiled a list of resources for you to check out before you place everything in the trash. Many items can be recycled, reused, or donated to a local non-profit. More dangerous items, such as household hazardous waste items, pose a serious safety risk for our employees so you cannot place them in your curbside trash and recycling bins.

How to Properly Dispose of Household Hazardous Waste: Household hazardous waste is considered any products that are flammable, can react, or explode under certain circumstances. Examples of household hazardous waste are: Driveway sealant, flammable materials, fluorescent bulbs, tube lights and lighting ballasts, garden chemicals, household cleaners, mercury containing devices and liquid mercury, photographic chemicals, pool chemicals, rechargeable batteries and vehicle fluids. Please contact York County Resource Recovery Center (717) 845-1066 on how to dispose of these items.

PAINT CANS: Empty paint cans should be placed in your bagged trash, then placed in your trash container, due to the amount of paint residue that will be on them. Harden the paint by adding equal parts cat litter to the paint in the can. Stir the cat litter into the paint until it thickens and won't spill. Allow the mixture to sit for one hour before placing in your bagged trash.

CLOTHING: Clothing should never be placed in your curbside recycling bin. The materials get wrapped around the processing equipment at our recycling facility, causing it to jam up and break. Many non-profits such as Salvation Army, Goodwill, and consignment shops accept used clothing for donation. As a last resort, clothing can be placed in your curbside trash container.

Additional Resources: If you have something else that does not fit into the above categories, we recommend checking the website Earth911.com for additional resources for disposal.





2021 West Manchester Township Yard Waste Collection Calendar

2021 West Manchester Township Trash & Recycling 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		1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											

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
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23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
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
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26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
							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.



Creating a green community together.



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



**WHEN YOU'RE FERTILIZING THE LAWN,
REMEMBER, YOU'RE NOT JUST
FERTILIZING THE LAWN.**



You fertilize the lawn. Then it rains. The rain washes the fertilizer along the curb, into the storm drain, and directly into our lakes, streams and into coastal waters including the Chesapeake Bay. This causes algae to grow, which uses up oxygen that fish need to survive.

If you have questions regarding storm water, please contact your municipality or Pennsylvania Department of Environmental Protection's Regional Office. For general questions, you may also contact DEP's Bureau of Water Management at (717) 772-5661 or visit www.dep.state.pa.us. Thanks to the Washington State Water Quality Consortium for permission to adapt and use this poster. So if you fertilize, please follow directions and use sparingly.

Nothing But Rain In The Drain!

If you notice any dumping, spills or anything other than rain or rainwater flowing into storm inlets; or to 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

Effective
January 1,
2013

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

Before You Buy A Swimming Pool

- ✓ All permanent pools are required to have an operable filtration system utilizing chlorine, bromine or some other antibacterial agent.
- ✓ All swimming pools shall be completely enclosed by a four foot high fence or wall with a self closing gate. This does not apply to above ground pools having a wall measuring four feet in height and having a retractable ladder, or those having less than 24" of water. The fence or wall must be erected and inspected before the pool is filled with water.
- ✓ All pools shall be set back ten feet from property lines measured either from the wall of the pool or any associated decking or concrete aprons.
- ✓ No water from a pool shall be discharged onto any public street or alley nor onto adjoining property.
- ✓ Any pool with the ability to hold water deeper than 18" requires a permit and inspection from the Township - this includes 'big box store' pool kits.
- ✓ Pools may not use extension cords to connect the pump. A single twist lock receptacle may be located between 5 and 10 feet from the pool. A 120 volt convenience outlet shall be located within 10' and 20' of the pool. All receptacles serving the pool and all outdoor receptacles shall be GFCI protected.

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!**

Attention All Yard Sellers

West Manchester Township has just a few rules for holding a successful (and legal) yard sale. These requirements apply to any sale where numerous items of personal property are offered.

- ✓ No more than two (2) sales per year, per property
- ✓ No sale may begin before 9am or go later than 9pm.
- ✓ Each sale may last for two (2) days maximum
- ✓ Each sign may not be larger than six (6) square feet

Signs may be placed on your property or on another person's property (with their written permission).

ALL SIGNS MUST BE REMOVED WITHIN TWENTY FOUR (24) HOURS AFTER THE END OF THE YARD SALE

******* NO SIGNS MAY BE PLACED ON UTILITY POLES OR ON ANY ROAD SIGN**

******* Failure to abide by these rules may result in a violation letter and a fine up to \$600.**

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 and Ordinances. Building permits are for jobs that fall under the Pennsylvania Uniform Construction 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, replacing 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 inground 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.
- 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!

Springtime Property Maintenance Tips for Homeowners!

Here are some of the most common "problems" homeowners encounter as the weather gets warmer. By staying on top of these issues you can avoid letters from the Township (which could result in fines!)

- ✓ Remember to mow the grass! Once grass or weeds get higher than 8 inches it is a violation.
- ✓ Old cars or project cars need to be stored indoors. A vehicle that isn't up to date on state inspection, is wrecked, and/or can't run under its own power may not be stored outside!
- ✓ Keep trash, junk and yard debris cleaned up on your property.
- ✓ Campers, RVs, boats and trailers may not be stored in the front yard. This includes the driveway.

**Let's Work
Together to Keep
West Manchester
Looking GREAT!**

Working Smoke Detectors Save Lives

EVERY

6 months

Change your batteries twice per year. Typically this is done at the same time you change your clocks during daylight savings time.

EVERY

10 years

Replace your detector after 10 Years.



Need Help?

The WMTFD received a grant to help provide smoke and carbon monoxide detectors to our residents. If you are in need of a smoke/Carbon Monoxide detector please contact the office of the Fire Chief at 717-792-3505.

FOOD TRUCK

MADNESS
EVENTS

Sponsored by West Manchester
Township Fire and Parks and
Recreation Departments

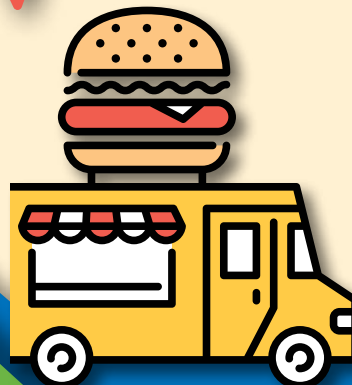
**Saturday April 24th and
Saturday, June 5**

*Sunset Lane Park from
3:00 – 7:00 PM*

Watch our FB and websites
for vendors attending

Questions? Call 717-792-3505

12
Fire



West Manchester Township Fire Department

380 EAST BERLIN RD, YORK, PA 17408 | (717) 792-3505

2021 Fundraisers

Easter Flower Sale

Friday April 2nd 10am – 6pm

Saturday April 3rd 9am – 4pm

Lincolnway Fire Co.

300 East Berlin Rd

Chicken BBQ

Saturday April 10th

Parking lot of Big Lots

11am – until Sold Out

Dinners \$8.00 Halves \$6.00

*Prices subject to change *

Chicken BBQ

Saturday May 1st

Parking lot of Big Lots

11am – until Sold Out

Dinners \$8.00 Halves \$6.00

*Prices subject to change *

Annual Spring Yard Sale

Saturday May 8th

Shiloh Fire Co.

2190 Carlisle Rd

8am – 2pm

For spots and information contact

Barb at 717-764-2756

Chicken BBQ

Saturday May 22nd

Parking lot of Big Lots

11am – until Sold Out

Dinners \$8.00 Halves \$6.00

*Prices subject to change *



On Saturday March 6, 2021, the West Manchester Township Fire Department honored its members for all of their hard work and dedication.

The following members were recognized by their officers and peers for their work during 2020:

- **Lincolnway Presidents Award:** James Schroyer
- **Shiloh Presidents Award:** Bryan Metzger
- **Lincolnway Volunteer of the Year:** Greta Plappert
- **Shiloh Volunteer of the Year:** Nathan Fosmore
- **Fire Chief's Award:** Anthony Pandoli
- **Township Rookie of the Year:** Samuel Flemmens
- **Township Firefighter of the Year:** Greta Plappert
- **WMTFD Lifetime Achievement Award:** John Martin (50 Years of Service)

The WMTFD is grateful to have such dedicated volunteers and thanks each of them for their time and dedication.



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
Kathie Suter
Barbara Lehr
Jeff Ludwig
Brenda Brown

SCHOOL BOARD LIAISON

George Margetas

West Manchester
Township Parks
and Recreation



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 15.
- ◆ 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) \$50/day

DUNEDIN PARK PAVILION

(Weekdays) \$50/day

SUNSET LANE PARK PAVILION

(Weekends) \$75/day*

DUNEDIN PARK PAVILION

(Weekends) \$75/day*

SMALLER PARK PAVILIONS

Weekdays \$40/day

Weekends \$65/day*

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

COURTS/FIELDS \$15/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.



BASKETBALL TOURNAMENT

Bulldog Summer Showdown is a basketball tournament for boys entering 3rd and 4th grade and 5th and 6th grade. The eight team 5 v 5 tournament will be held on **Saturday, July 31, 2021** at **Sunset and Dunedin Parks**. Games will start with pool play to determine seeding for a double elimination tournament. Price per team is \$240.

For a registration form email ltrimmer@wmtwp.com.



Eastern York Rec Authority
West Manchester Twp
Dover Twp
Red Lion Borough
Manchester Twp
Spring Grove Regional Rec
York Twp

VIRTUAL FISHING TOURNAMENT
Presented by YARD (York Area Rec Directors)

GET HOOKED!

JULY 2-11, 2021 AGES 5-15

REGISTER WITH YOUR LOCAL REC DEPARTMENT TO RECEIVE YOUR INFO PACKET. FISH AT YOUR FAVORITE SPOT! SUBMIT FISH PHOTOS ON YARD FACEBOOK PAGE (@YORKKAREARECDIRECTORS). PRIZES AWARDED IN SIX CATEGORIES.

Outdoor Soccer

WHO: Boys and Girls ages 4 through 8 **Under 6 Division** - Children must be 4 years old, but not older than 6 years old by August 17.

This program will be an introduction to soccer for the beginner. Coaches will concentrate on developing the basic fundamentals of soccer in a fun environment.

Under 8 Division - Children who are 6 years old, but not older than 8 years old by August 17. Coaches will concentrate on developing and refining soccer drills and the challenge of team competition.

WHEN: August 17 - September 9 (Tuesday & Thursday Evenings 6:00 - 7:30 PM)

WHERE: St. Paul's Wolf's Church & Sunset Lane Park and if needed Trimmer Elementary School

COST: Prior to July 2 Resident \$40/Non Resident \$50

• After July 2 (If Space Available) Resident \$50/Non Resident \$60

DEADLINE FOR REGISTRATION IS JULY 2

Coaching Policy -

We Need Your Help!

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

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



Dumpsters in Parks are NOT for Public Use

Violators will be prosecuted.

Theft of services Title 18 (subsection symbol) 3926



Summer Playground Program

Sign up early! Don't Wait. Minimum of 50 participants registered at site prior to May 31, required to offer program.

This supervised program offers games, arts and crafts, sports, and lots of fun. Participants will receive weekly information via a park newsletter which will also describe "special" activities that may take place in the afternoon or evening.

WHO: Children Ages 5-12

(Children must be 5 years old by June 21)

WHEN: June 21 - July 30 • 9:00 AM - 12:00 PM

(Monday - Friday) After Fireworks

Exceptions: July 5th (Independence Day) and July 20th (Olde Tyme Carnival & Fireworks)

WHERE: Two Different Locations to Choose From:

Loman Park (ages 5-12) Sunset Lane Park (ages 5-12)

COST: (Prior to May 31) Resident \$55/Non Resident \$65 (After May 31) Resident \$65/Non Resident \$75

**NO PROGRAM
ON JULY 5th &
JULY 20th**

Camp Operation Fun

WHERE: Sunset Lane Park | **WHEN:** June 14-18, 9AM - Noon

WHO: Children ages 5-10

It's time to get up and play at Operation Fun 2021! Help us complete our camp mission of having a fun-filled summer! This new camp is all about new and exciting activities that get you up, moving and having a blast! Each day your child's team will travel to four stations:

- **Move and Groove station** - where we will drum it out, learn some karate, break out our hip hop moves and more!
- **Goofy Games station** - where silly shoes, digging in the sand and lots of laughs are part of the game!
- **Snack Shack station** - where we become master chefs with healthy recipes that are fun to make and eat!
- **Free Play station** - where we can enjoy being outside and find some fun surprises like a scooter race track and bubble station!

There is so much to do at Operation Fun 2021! All that's missing is YOU!

LIMIT OF 45 PARTICIPANTS. Don't Delay Sign Up Today!

DEADLINE: June 4, 2021

PRICE: Resident \$30, Non Resident \$50

Bennett Williams Tot Program

**NO PROGRAM
ON JULY 5th &
JULY 20th**

This program is especially designed for older toddlers who are too old to stay home all day and too young to play "capture the flag" at the regular playground.

It's just the right size and just the right games and crafts for our younger friends. Join us at the Bennett Williams Park on Taxville Road.

WHO: Children ages 4-6 only ~ (Children must be 4 years old by June 21) ~ Children must be potty trained. Limit of 50 - No program on July 5th or July 20th

WHEN: June 21 - July 30 • 9:00 AM - 11:00 AM (Monday - Friday)

COST: (Prior to May 31) Resident \$55/Non Resident \$65 (After May 31) Resident \$65/Non Resident \$75

Recreation Registration Form

Parks & Recreation

19

WEST MANCHESTER TOWNSHIP PARKS & RECREATION DEPT

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

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 ☐ UPMC ☐ 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

☐ **SOCCER FOR BOYS AND GIRLS** Resident \$40 / Non Resident \$50 (Prior to July 2) Resident \$50 / Non Resident \$60 (After July 2)

Please check one: ☐ (4-6 age group) ☐ (6-8 age group)

T-Shirt Sizes Youth (check one) ☐ SMALL (4-6) ☐ MEDIUM (10-12) ☐ LARGE (14-16) **(T-shirts are available at the Twp Office for Sizing)**

SOCCER 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: _____

Name: _____ Phone: _____

E-Mail: _____

☐ **PLAYGROUND** Resident \$55 / Non Resident \$65 (Prior to May 31) Resident \$65 / Non Resident \$75 (After May 31)

Please check one: ☐ Sunset Park ☐ Loman Park ☐ Tot Program

☐ **OPERATION FUN** Resident \$30 / Non Resident \$50 Limit 45 participants

For Office Use Only: CK# _____ / \$ _____ CASH \$ _____ INV# _____ DATE: _____

**"Please make checks payable
to West Manchester Township!"**

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

Programs For Seniors

- AARP Senior Driving Program has informed us there will be no in-person classes until sometime after September 1, 2021. However, AARP continues to offer their on-line classes at <https://www.aarp.org/auto/driver-safety>. Additionally, AARP recommends participants reach out to their insurance companies to determine if they are eligible for discounted rates.



APPRISE Can Help!

APPRISE is the State Health Insurance Assistance Program which provides counseling for people with Medicare in Pennsylvania. It was created by the Pennsylvania Department of Aging to help Pennsylvanians understand Medicare and their other health insurance benefits. **Locally, this program is offered by the York County Area Agency on Aging.**



APPRISE counselors are specially-trained volunteers who have direct access to state and federal Medicare resources. They are able to answer questions about Medicare, Medicaid, Medigap, Medicare Advantage plans and the prescription drug program. They can help you to:

- ▲ Understand your Medicare benefits by explaining which services are covered under Part A and B and your Medicare Summary Notice.
- ▲ Make informed choices about Medicare coverage options, including Medicare appeals process and assist with appeals paperwork.
- ▲ Select a Medigap insurance policy.

APPRISE counselors also:

- ▲ Explain financial assistance programs that may be available to assist in paying for your Medicare premiums, deductibles and coinsurance, as well as your prescription drug needs.
- ▲ Explain the Medicare prescription drug benefit.
- ▲ Make presentations on Medicare to your organization.

To ensure the safety of our clients and counselors, the York APPRISE Program is currently conducting appointments over the phone or computer.

To schedule an appointment for one-on-one counseling call the APPRISE Help Desk at 717-771-9008 or 1-800-632-9073.

Rent A Kid Program

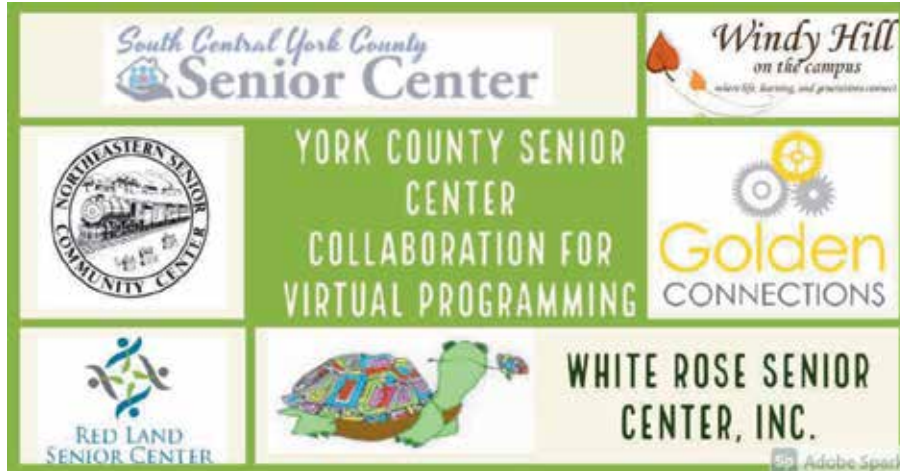
This program provides an opportunity for middle and high school students, in grades 7 through 12, to assist older adults in completing routine light-duty household chores, yard work, mowing lawns and shoveling snow. The goal of the **Rent-A-Kid** program is not only to get an important job done, but also to foster friendships between older adults and youth. Adults, age 60 and older, in need of assistance with chores, can call the **Rent-A-Kid** coordinator who will provide names and phone numbers for youth in their area. It is the responsibility of the older adult to contact the youth and discuss the job to be done, when it is to be done, the rate of pay for the job, and any other arrangements that need to be made.

Recommended pay rate is \$5 per hour. However, depending on the type of work and the ability of the older adult to pay, the youth may negotiate a more satisfactory rate of pay. Youth interested in the **Rent-A-Kid** program should contact their school guidance counselor or call the Coordinator at YCAAA for an application at 771-9103.





March 2021 York County Senior Center Virtual Programs – vol.3



Check Out the *MARCH VIRTUAL PROGRAMS* Being Offered by York County Senior Centers...So More People

Can Stay Connected!!!

Lisa Krout, from White Rose Senior Center (717.843.9704), and Jenna Ericson from Windy Hill on the Campus (717.225.0733) are coordinating the links for this Pilot Project from the York County Senior Centers who would like to participate. Many Centers in York County are doing Zoom, Facebook Live, and other platforms and we have decided to collaborate together to offer more programs and possibilities for our Older Adults in York County who maybe homebound or possibly isolated.

Each month the information is upload to the following landing page link at Windy Hill on the Campus (<https://windyhillonthecampus.org/virtual-programs-at-other-centers>) as well as on to each senior centers Facebook page and website, along with the York County Area Agency on Aging's Facebook and website.

What do You Need to Participate in the Virtual Programs?

1. Either a Computer, a Tablet or a Smart Phone.
2. Internet connection.

If you do not have a device (Computer or a Tablet), **TECH OWL** offers **FREE** devices for **loan**. Call 1-800-204-7428 for additional information. The website for TECH OWL is <https://techowlpa.org/library/>.

Please share this with any older adult you may know. We envision this project continuing even after the pandemic ends. We desire to connect to every 60-year-old in York County!

Senior Bingo Dates

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, MAY 11

TUESDAY, JUNE 8

TUESDAY, JULY 13

TUESDAY, AUGUST 10

TUESDAY, SEPTEMBER 14

Senior Fun

HAUNTED HALLOWEEN Homicide Dinner Theatre

*with the Oxymorons Comedy
and Entertainment Group*

Five beloved childhood Halloween characters are organizing a meeting to decide who will be the next Halloween Master. Tensions arise, and not everybody is who they seem to be. With secrets, romance, and a killer twist, this Halloween murder mystery has something for everyone. Costumes encouraged!

Saturday, October 23, 2021

SHILOH FIRE COMPANY

2190 Carlisle Road

Doors Open at 5:00 PM – Dinner & Show at 6:00 PM

Dinner catered by Mission Bar-B-Que

BYOB is permitted | Must be 21+ to attend

Tickets are available at the Twp Office
380 East Berlin Road, York, PA 17408

Cost: \$15 per person

This event is Sponsored by:



OVERNIGHT
office

May 2021

**REPRESENT WEST
MANCHESTER TWP
PARKS & RECREATION
DEPARTMENT!**

Dover Twp/Borough
Eastern York Rec Authority
Manchester Twp
Red Lion Borough
Spring Grove Regional Rec
York Twp



MAY IN MOTION

COMMUNITY FITNESS CHALLENGE

PRESENTED BY: YARD (YORK AREA RECREATION DIRECTORS)



Register at <https://bit.ly/3sWFh1M>. Welcome gift available while supplies last. Track your fitness minutes through the month of May and log them with the info in your weekly email. All activity counts! Exercise, sports practices, dancing, biking, hiking, etc. Weekly gift card prizes for highest number of minutes recorded. One rec department will be named overall winner at the end of May and will receive a special trophy and bragging rights.



Make Mother Nature Happy by Recycling Automotive Waste

Chuck's Auto Salvage would like to reach out to our local community as a public service in relation to our upcoming **Annual Earth Day Celebration**, Saturday, April 24, 2021.

The community is invited to bring their automotive related recyclables such as waste oil, antifreeze, automotive lead batteries, and tires (limit 4) to Chuck's Auto Salvage at no charge on Saturday, April 24, between 9am and 2pm for proper disposal. Most people recycle plastics and glass but what about the items that don't go in the blue box? It is important to dispose of all automotive solid and liquid waste properly. In the past, our Earth Day Event included over 500 households, brought in 1359 gallons of waste oil and 1397 tires along with other fluids and scrap metal. As a result, Mother Nature is extremely happy because none of these pollutants end up in our ground, streams, or landfills.

For every lead battery collected during this year's event, Chuck's Auto Salvage will donate \$20 to West Manchester Township Parks and Recreation Department. These funds will be allocated to a pizza party for the children in the Summer Playground Program. Mother Nature loves kids. She would be proud to know your efforts in cleaning up our community would put a smile on their little pizza stained faces. Additionally, for helping to keep the environment clean, Chuck's will reward each Earth Day supporter a \$10 coupon towards your next purchase. Again, Mother Nature is nodding her head in approval!

Speaking of pride, the automotive dismantling industry is one of the original recyclers. Chuck's Auto Salvage, celebrating 49 years as a family-owned, third generation company, has prided itself on being environmentally conscious. We currently recycle all fluids including oil, brake fluid, antifreeze, washer fluid, and freon during our indoor dismantling process. We also recycle lead batteries, tires and other automotive materials. *Unfortunately, we cannot accept gasoline.* Customers benefit from the millions of dollars in savings achieved from buying and using **Green Recycled Parts™**. A **Green Recycled Part** is a part that is



YOUR AUTO & TRUCK PARTS STORE

1150 Greenwood Road | York, PA 17408

(717) 356-0506 Ext 518

www.CHUCKSAS.com

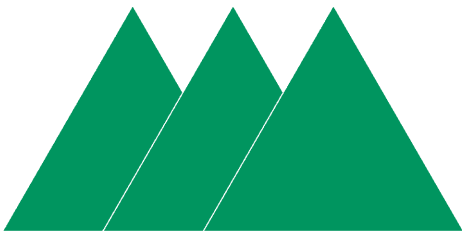
Good for Your Vehicle because it matches the original manufacturer's specifications, fit and performance. It is tested and guaranteed to strict guidelines. It is Good for Your Wallet because it saves, on average, approximately half the cost of new parts. And most importantly, it is **Good for the Earth** because it preserves natural resources and reduces air and water pollution. Each year, recycled parts save an estimated 80 million barrels of oil required to produce new replacement parts. "The automobile is the most recycled consumer product in the world", said co-owner Chuck Reinert Jr.

Make Mother Nature happy and make our community a cleaner place to live. Recycle your automotive waste properly by bringing any waste oil, antifreeze, lead batteries, and tires (limit 4) to Chuck's Auto Salvage, 1150 Greenwood Road, York, PA 17408 on Saturday, April 24th between 9am and 2pm. Don't forget to support West Manchester Township Parks and Recreation by bringing in your old batteries. The more we collect, the more you help our community and the environment (and the more pizza the kids get to eat)! Additionally, don't forget to bring the family to register for door prizes. The West Manchester Township Firefighters will be on hand with a fire truck on display. Also, Shorty's Funnel Cakes will be available to curb your hunger pains.

**Group tours can be arranged by contacting
Chuck Reinert, Jr at 717-356-0506 ext 518.**

Co-Sponsors for the event:

- J&K Salvage
- Hazleton Oil & Environmental, Inc.
- Assorted area businesses donating door prizes



RICK'S **tree** CARE
and landscaping

Full Service
Natural
Tree & Landscape Care

Rick W. Kloefer
Owner

PROFESSIONAL ARBORIST

717.891.3754 cell

www.rickstrecare.com
rickstrecare.landscaping@gmail.com

Family Roller Skating Party



WHEN:

Monday, July 13 • 6:00 PM - 8:00 PM

WHERE:

Mr. Q's Family Skate Center ~
85 Fayette Street (old Lincolnway Bowling Alley)

"FREE" entrance to Township Residents

Skates/Blades Rental not included

You may bring your own skates/blades

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

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



Summer Social & Movie Night



JOHN CENA
**PLAYING
WITH
FIRE**



WHEN: Wednesday, July 7
(Rain Date July 8)
7:00 PM - UNTIL????

WHERE: SUNSET LANE PARK

WE HAVE A FANTASTIC EVENING PLANNED FOR EVERYONE!!!

To begin the evening, you will be entertained by DJ Miss T. A snack stand will be set up selling pizza, Italian ice and soda. As soon as darkness falls on the park, we will be showing a movie, which you will be sure to enjoy! So put on your dancing shoes, pack a blanket, pop some popcorn and come join us for a fun filled evening!!!

A proud sponsor of the Olde Tyme Carnival



OVERNIGHT
office



What can **WE** do for **YOUR** business?

- Furniture Sales and Installation
- Work Orders and Reconfigures
- Service and Repair
- Design and Space Planning
- Commercial Moves
- Storage and Much More

Contact us:

gjacobs@overnightoffice.com • 717.425.1728



Olde Tyme Carnival And Fireworks At Sunset Lane Park

WHEN: TUESDAY, JULY 20 - 5:30 PM

Rain Date July 21

FOOD STANDS: OPEN 5:30PM

- Hamburgers & Hot Dogs
 - Pizza
 - Cotton Candy
 - Soft Pretzels
 - French Fries
 - Italian Ice and Ice Cream
 - Funnel Cakes
- And More!!!!



ACTIVITIES BEGIN: 5:30 PM - 8:30 PM

- Game Stands
- Fire Safety Programs
- Pony Rides
- Dunk Tank, Moon Walks, Giant Slides, Etc
- Petting Zoo
- DJ Miss T



**THE SHILOH LIONS
WILL BE PARKING CARS AT
SUNSET LANE PARK**

\$1.00 Donation is Requested
Parking is available at Sunset Lane Park as well as in surrounding neighborhoods. Look for the Shiloh Lions at Sunset Lane Park, they will help you find a spot!

FIREWORKS-9:00PM

WHEN: JULY 20th | **RAIN DATE:** JULY 21st | Sponsored by STEWART COMPANIES



Red, White & Blue Parade

KIDS' PARADE BEGINS AT LOMAN PARK

Thursday, July 1 • Registration Time - 6:30 PM • Start Time - 7:00 PM

SHOW YOUR SPIRIT IN TWO WAYS

- 1) March or ride in the parade with your pet. Decorate your bikes, big wheels, scooters, skateboards, wagons, strollers. No motorized vehicles please.
- 2) Stand on the curb and cheer. Of course, red, white and blue is mandatory!

PARADE ROUTE

Hempfield Drive to Loman Ave, turn right onto Golden Eagle and then turn right onto Sparrow Drive, turn right onto Hempfield and back into Loman Park. Unfortunately, in the event of inclement weather conditions this event will be cancelled and not rescheduled. Cancellation information will be posted on our web page and Facebook page.

QUESTIONS: Contact the Parks and Recreation Department at 717-792-3505.



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
SOCCER	4-8	W. Manchester Twp.	May/June	August/September
		Lori Trimmer 792-3505		
SOCCER	6-16	West York Bulldogs FC	Fall-late April	August-November
		Tim Scripko 717-887-5317	Spring-November	March-June
		westyorksoccer@gmail.com		
TEE BALL	5-8	W. Manchester Twp.	January/March	May
		Lori Trimmer 792-3505		
BASEBALL	5-13	West York Boys Club	January/February	April-July Spring
		Blake Chronister 443-844-7640	July	August-October Fall
		bchronister@gbp.com		
GIRLS SOFTBALL	8-18	W. Manchester Twp.	January/February	May-July
		Lori Trimmer 792-3505		
FOOTBALL	6-13	West York Boys Club	April – July	August-October
		Chad Dotzel 717-819-0073		
		chaddotzel@gmail.com		
BASKETBALL	2nd - 6th	West York Boys Club	August/September (Registration)	November-March (Comp)
		Todd McGladrie 717-873-1950		January-March (Rec)
		toddmcgl@comcast.net		
CHEERLEADING	2nd - 6th	Football	April – May	August-October
	2nd - 6th	Basketball	September	November-March
	6-12	Competition	May	August – February
		Brandy Shiflett 717-916-4282		
		shiflettbrandy@yahoo.com		
		Gina Webb 717-5151831		
		wybccheer@gmail.com		
LACROSSE	7-14	K9 Lacrosse Club	December - January	March - May
BOYS & GIRLS		Tim McNicholas 717-668-5846		
		mcnicholas.t@yahoo.com		
		717-668-5846		
WRESTLING	2nd - 6th	Elementary Wrestling	October	November
		Glendon Forsythe		
		wybcwrestling@yahoo.com		
GIRL SCOUTS	K-12	Ida Berkheimer 717-887-3968	All Year	September-May
		stead5@msn.com		
CUB SCOUTS	Boys & Girls K-5th	Jason Stratford 825-6869	All Year	All Year
		Stratford.bsa@gmail.com		

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 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 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.

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.

Income Taxes

West Manchester Township uses the York Adams Tax Bureau (YATB) to collect the following employee taxes:

Earned income (EIT)

Emergency Services (LST)

York Adams Tax Bureau 1405 N Duke St, York, PA 17404

Phone (717) 845-1584

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:

Tuesdays 9:00 - 1:00 PM · Wednesdays 9:00 AM - 1:00 PM · Thursdays 9:00 AM - 1:00 PM

***Note*: Additional hours during the DISCOUNT period for the County/Municipal Real Estate tax and the School tax is listed on the insert you receive with your tax bill.**

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. Receipt can also be emailed, provide an email address and a phone number.

Bill Pay from your bank account is discouraged, as many times these checks are not received in a timely manner resulting missing a deadline. If you choose to use bill pay allow adequate time for processing. 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 official USPS 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, as well as a notice on the tax office door. This information can also be found on the tax collector website - www.westmanchester.wix.com/taxcollector

Change of Address

If you have moved or will be moving, please notify the tax office so the records can be updated to ensure 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: _____

New Mailing Address: _____

Township Residents

If you do not receive a tax bill, please contact the tax office.

- 2021 Real Estate tax bills are mailed in mid February by York County Treasurer's Office
- 2021-2022 School Tax bills are mailed the end of June

IMPORTANT NOTE - NEW PHONE NUMBER

**Tuesday, Wednesday, and
Thursday 9:00 AM - 1:00 PM**

- Interim billing payments – mail or place in the secure after hours mailbox located outside of the tax office, and your receipt will be mailed or emailed to you if you provide an email address.
- Request a tax receipt – receipt can be emailed leave your email address 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.

Note: Any taxes paid between December 16th and December 31st must be paid by CERTIFIED CHECK or MONEY ORDER. No personal checks accepted after December 15th. Personal checks will be returned.

(EFFECTIVE JULY 1, 2021)

NEW PHONE NUMBER FOR TAX OFFICE**

The tax office phone number will be changed to

717-683-9203

Installment Payment Information

The school tax installment payment plan can be somewhat confusing. Below is an explanation of how the installment payment plan works.

The School tax bill consists of two separate sections. The first section (**colored portion of bill**) is used if you are paying the entire tax bill at one time **OR** the remaining portion (**white color**) of the bill will be used if you wish to pay your school tax bill by three separate installment payments. Installment payments are optional for School Taxes only. If you wish to pay your school tax by the installment plan, you will use the three coupons that are labeled *Installment 1*, *Installment 2* and *Installment 3*. The first payment must be received by the date on the Installment 1 coupon. If first installment payment is not received by the deadline, the installment payment plan is no longer optional and full payment for the entire tax bill is required.

If you use the installment payment plan, pay close attention to the dates on the three separate installment coupons, **please be sure to send the correctly dated coupon.**

Installment #1 – TBD

Installment #2 – TBD

Installment #3 – TBD

Starting February 15, 2021... Credit Card Payments Online

REAL ESTATE TAX AND SCHOOL TAX can be paid from your home computer by using the online payment service. Credit cards accepted: MasterCard, Discover, American Express or Visa.

****A per transaction service fee of 2.65% will be charged by the payment processing company for this service****

NOTE: The tax office does NOT have a public computer, therefore, Credit Card payments cannot be made at the tax office or cannot be paid over the phone. This can only be done on a personal computer.

Instructions for making payment online:

- Go to the tax collector website – www.westmanchester.wixsite.com/taxcollector
- On the "Home" page – select the tab for the tax you are paying - "County / Municipal Real Estate Tax OR "School Tax" - this will take you to MunicPay
- Search by entering your LAST NAME or search by PARCEL NUMBER - enter the tax year for which you are paying and your 18-digit parcel number with the dashes: Example: 2021-51-000-__-__-__-__

****Special Instructions if you are paying the school payment**** - Four separate amounts will display.

- Line #1 – entire school tax amount – select if you are paying the entire bill
- Line #2 – Installment #1 – select if you are using the installment plan
- Line #3 – Installment #2
- Line #4 – Installment #3

****After the first installment is paid, the entire school tax amount will no longer be listed, only the remaining Installment Payments that are unpaid**

****Note: Last day to pay by credit card for calendar year is 12/27****



WEST MANCHESTER

Township

380 EAST BERLIN ROAD
YORK, PENNSYLVANIA 17408

PRSRT STD
U.S. POSTAGE

PAID
HARRISBURG PA
PERMIT NO. 592

Public Meeting Schedule

APRIL

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

MAY

- 11 Planning Commission
- 17 Fire Service Advisory
- 25 Zoning Hearing Board
- 27 Board of Supervisors

JUNE

- 8 Planning Commission
- 16 Recreation Advisory Committee
- 22 Zoning Hearing Board
- 24 Board of Supervisors

JULY

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

AUGUST

- 10 Planning Commission
- 18 Recreation Advisory Committee
- 27 Board of Supervisors
- 23 Fire Service Advisory
- 24 Zoning Hearing Board

Local Lawmakers

HOUSE OF REPRESENTATIVES

Representative Seth Grove

196th District
2501 Catherine Street
York, PA 17408
(717) 767-3947 - York
(717) 783-2655 - Harrisburg

Representative Carol Hill-Evans

95th District
53 E. North Street,
Suite 3 York, PA 17401
(717) 848-9595 - York
(717) 714-7514 - Harrisburg

STATE SENATE

Kristin Phillips-Hill

28th District
6872 Susquehanna Trail South
Jacobus, PA 17407-0277
(717) 741-4648 - Jacobus
(717) 787-7085 - Harrisburg

Office Hours

8:00 AM to 4:30 PM (M-F)
(717) 792-3505 (P) | (717) 792-4374 (F)
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

Rosa G. Hickey

VICE CHAIRMAN

Steven L. Harlacher

SUPERVISOR

Dave S. Markel

Water Authority Meetings

Meetings are held at the Water Authority Office, 2115 Log Cabin Road, York, PA 17404 at 8:00 PM,

April 28, May 26, June 30,

July 28 and August 25 –