

WEST MANHEIM TOWNSHIP



NEWSLETTER

SPRING 2016

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Heather Bair, Code Enforcement
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Ruth Neiderer, Tax Collector

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Sergeant Toby Wildasin
Pfc. Edwin Schneider
Pfc. Craig Snyder
Pfc. David Morris
Officer Joshua Bower
Officer Shawn Ricketts
Officer Justin Seibert
Officer Randy Wagner

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Robert Gregory
Terry Hockensmith
Brandon Martz

EMS Staff

Jerry Misner
Brian Bankert
Matthew Barnes
Tina Grimes
Dan Naylor
Scott Hale
Eric Miller

Shred your confidential and personal documents
Saturday, April 16 9:00am - 12:00pm at 2412 Baltimore Pike
Free Service for Township Residents

West Manheim Township has a free document shredding event scheduled for all Township Residents. Residents are encouraged to gather their personal and confidential documents for this event. Binder covers and staples do not need to be removed.

A few of the documents you may want to consider shredding are:

- ✂ Obsolete tax documents
- ✂ Bank statements / cancelled checks
- ✂ Credit card statements and receipts
- ✂ Credit card offers
- ✂ Financial account statements
- ✂ Insurance documents
- ✂ All sensitive information: birthdates, social security numbers, signatures, passwords and pins
- ✂ Legal documents
- ✂ Credit reports and histories

TOWNSHIP LIMB PICK-UP

West Manheim Township Public Works crews will be collecting brush and limbs in April. Items must be set along the curb. Limbs should be no larger than 3 inches in diameter and brush should be stacked for easy pickup. Absolutely no boards, lumber or construction type debris will be accepted.

The West Side of the Township will take place April 11th-15th
East Side will be April 18th-22nd.

The Township reserves the *right to refuse* excessive amounts of tree trimmings. The Township can refuse items that do not meet the requirements and is NOT responsible for cleanup.

E-NOTIFICATIONS:

The Township is collecting email addresses to send out important information to the Township Residents electronically. If you would like to receive the Township e-notifications please send your email address to info@westmanheimtwp.com. Notifications will also be available on the Township Facebook page.

Don't forget to "Like" West Manheim Township on Facebook. We are always updating our Facebook page with upcoming events and notifications.



Year Round Limb & Brush Disposal

Limb and brush can be disposed of at H&H General Excavating Company located at 660 Old Hanover Road in Spring Grove. You may dispose of all natural wood products at their plant seven days a week during daylight hours. They will not accept paint or treated wood, metal, or grass clippings. For questions or details call 717-225-4669 or 717-225-1479.

Pot Hole Repair

Potholes develop when water seeps below the road through small cracks in the pavement surface. As the water repeatedly freezes and thaws, a cavity below the road is formed and larger cracks develop, destroying the strength of the pavement. The Public Works Department will try to repair the pot holes as time and weather permits. Your patience is greatly appreciated.

To report potholes or other conditions of West Manheim Township roads, please call 717-632-0320 or email us at info@westmanheimtp.com.

To report potholes Baltimore Pike & Black Rock Road, contact PennDOT Pot-hole Repair at: 1-800-FIX-ROAD. Callers should be as specific as possible when providing pothole locations or other maintenance concerns.

STREET SWEEPING

Street sweeping removes gravel, leaves, excess rock salt, grease, antifreeze, oil and other harmful debris that would otherwise wash into catch basins during rain events. Depending on the weather, the Public Works Department intends on beginning the annual street sweeping in mid-March. **The Road Master asks that you have your vehicles off the roadway Monday-Friday from 7:00am-3:30pm.** This will allow the street to be swept entirely. There are NO set areas or dates for sweeping. All Township streets will be cleaned so please be patient until we get to your area. Please use extreme caution when passing the street sweeper.



Do you need a Building/Zoning Permit?

Before you start working on the projects on your property and in your home please check with the Township. Permits are required for the following but not limited to:

Shed	Remodeling
Outbuildings/Pole Barns	Fence
Patio	Deck
Sidewalk	Driveway Paving & Addition
Deck	Addition
Electric, Plumbing & Mechanical work	Pool (inground, above ground & inflatable)
Hot Tubs	Demolition
Signs	Generators
Pergolas	

All work must comply with the Zoning Ordinance, Building Code Requirements and/or Stormwater Management Ordinance. Permit applications are available on the Township website www.westmanheimtp.com or at the Township Office. Permits take approximately 2 weeks to process. Please apply accordingly. Fees for projects vary. All questions can be directed to the Codes Enforcement Office.

YARD SALE PERMITS

Permits are required for garage & yard sales. Residents are permitted to have two sales a year. Each permit is good for three consecutive days. Signs for the sales may not be attached to street and traffic signs and should not obstruct the view of vehicular traffic. Yard sale permits are \$5.00 and can be secured at the Township Office Monday - Friday 8:00am-5:00pm.



Penn Waste Is Coming To Your Neighborhood Beginning April 1st!



Dear West Manheim Township Resident,

Penn Waste, Inc has been awarded the Curb-Side Collection and Disposal of Solid Waste, Recycling and Yard Waste Contract with West Manheim Township for the term of 4/1/16-3/31/21. We look forward to servicing the residents of West Manheim Township. Our goal is to provide you with superior customer service.

Effective April 1, 2016, the collection days will be changing in West Manheim Township. **Penn Waste will be collecting trash and recycling from residents on Wednesday, Thursday and Friday. We will be notifying residents of their new collection days in an informational flyer. All of this information will also be included on the Penn Waste website and the West Manheim Township**

website. If you have any questions about the collection day changes, please contact our customer service department at 717-767-4456.

In order to ensure a smooth transition, please have your items placed at the curb prior to 6:00 AM as we will start promptly. Your collection will consist of the following items below. Penn Waste will be billing you directly under this contract. Your first quarterly bill will be sent in April 2016 and will cover the 2nd quarter of 2016.

Please review the rate and service levels below:

TRASH	RECYCLE	BULK ITEM	RATE
Basic Service - Mobile Cart 1-96 Gallon Mobile Cart	Unlimited	One per week	\$58.20 per quarter
Low Volume Service 1-35 gallon container	Unlimited	Not Available	\$39.00 per quarter

96 Gallon Trash and Recycle Carts To Make Collection Day Easier!



Beginning in April, Penn Waste will be distributing two 96 gallon mobile carts to residents. One cart (green base with the black lid) will be used for trash collection only. The other bin (blue base with a yellow lid) will be used for recycle collection only. Please be sure to place the correct material in each cart.

If you would like to use your old bin as an excess recycle bin, you may do so. If you would like for us to recycle your old bin, please leave a note on your old bin and we will take it on your collection day.

If you have any questions regarding your new mobile carts, please contact us at 717-767-4456.



Creating a green community together.



P.O. Box 3066, York, PA 17402
717-767-4456

www.pennwaste.com

HELP THE FIRE DEPT & POLICE

Installation of the proper house numbers will help with the time efficiency of emergency responders.

House numbers should be a minimum of 3" in height on residential buildings. The stroke or width of the number should be a minimum of 1/2". House numbers need to be a durable light-reflecting material or a color that contrasts with the immediate background. The numbers posted on the house should be visible from the road. If you are unable to see the house from the road, the house numbers should be visible from both directions of travel on a post or sign. The post location, if needed, must be close to the driveway. Your mailbox may not be used as the primary source of identification if there are multiple mailboxes fronting the property. Proper identification may help save your life or someone you love.



Pleasant Hill Volunteer Fire Company

Support your local Fire Company and their upcoming events. A Public Pot Pie Dinner will be held on April 17. On May 7, the fire company will be having a Chicken Bar-B-Que. Tickets must be purchased in advance. On May 15, the Fire Company will be hosting a Shrimp & Wing Feed, donations of \$25.00 a ticket. Doors open at noon and food is served 1:00pm-5:00pm. To purchase tickets for their upcoming events please call 637-7778. *Mark your calendars for the Firefighter's Carnival July 25-30.*



The Social Hall is available for rent for parties, weddings and other purposes. Please call 717-476-3279 to schedule your special event. The Pavilion & Grounds are also available for rent by calling 717-476-6436 or 717-476-1536.

For upcoming events and information "LIKE" us on Facebook - Pleasant Hill Volunteer Fire Company

Prescription Drug Take-Back

Do you have unwanted or expired medicines at your home? No problem! Your unwanted medicine can be disposed of at the Penn Township Police Department located at 20 Wayne Avenue Hanover, PA.

The following items are accepted at this drop off location: prescription and over-the-counter solid medications, tablets, capsules, liquid medications, inhalers, creams, patches, ointments, nasal sprays, and pet medications. Intravenous solutions, injectables, and needles are NOT accepted. Medicines should be in a sealed container such as original bottle or zip lock bag. Please remove or black out personal information on medicine bottles as a precaution. The green and white metal take-back box is available to residents during normal lobby hours Monday - Friday 8:00am-4:30pm, except holidays.



We still have residents leaving messages in random officers voicemail boxes to report new or active situations. The best way to reach the police department is to call 911 or follow the instructions on the message at the station.



With warm weather approaching remember to lock your vehicles, garages and secure valuable outdoor items. When weather improves we tend see an increase in crimes of opportunity.



From the Tax Collector's Desk: The 2016 York County & West Manheim Township Real Estate Bills and 2016 West Manheim Per Capita Tax Bills were mailed in February and due April 15th to receive the two percent discount. The 2016-17 South Western School Real Estate Tax Bill will be mailed mid-July. If you have an escrow account and received a **Real Estate Tax Bill**, please forward it to your mortgage company for payment. Exoneration forms for the Per Capita Tax can be found on the Township website. The tax office hours are included with your bill and can be found on the Township website. Two drop boxes, one located on the outside of the building and the other is inside by the tax office are available for payments. Post mark is acceptable. If desiring a paid receipt, you must include the entire tax bill and a self-addressed stamped envelope.



is levied by the municipality and school district where you reside to collect the earned income tax. It is a tax on gross wages and net profits. Tax rates are 1% or higher depending on the school district where you live. The tax is shared between the municipality and school district. If you work within Pennsylvania your employer is required to withhold the tax and remit it to the collector where the employer is located. The York Adams Tax Bureau collects the tax for most of York and all of Adams Counties. If you are self-employed or work out-of-state, you are required to make estimated quarterly payments of the tax due. An annual Individual Earned Income Tax Return must be filed with the YATB by April 15 following the end of the tax year. A return must be filed even if you had no earned income. Only permanently retired or disabled individuals are exempt from filing. For more information please visit <http://www.yatb.com/> or call (717) 845-1584.

Rec Park News:

The West Manheim Township Park and Recreation Board has set its event calendar for the year. Watch our Facebook page at www.facebook.com/WMTPark, or the Township's website, www.westmanheimtwp.com and click on the Parks and Recreation tab at the top of the page, for additional details as they become available.

- **March 19** - Easter egg hunts, children's starting at 9:00am and the doggie hunt at 10:30am (the rain date is March 20, children's hunt at 1:00pm and doggie hunt at 2:30pm)
- **March 19** - Park clean-up will take place after dog Easter Egg hunt weather permitting (the rain date is April 2 at 10:00am)
- **April 24**—American Cancer Society Bark for Life 1:00pm
- **August 8** - Annual 5K race, starting at 8:30am rain or shine
- **November 5** - 8th Annual German dinner 3:00pm—6:00pm



Volunteers are needed to help with the above events and activities, and to help with general maintenance activities in the park such as mowing, weed-whacking, and trail maintenance. If interested, please contact the Park Board via email at parkboard@westmanheimtwp.com or call the Park Board Chairwoman, Christine Gienski, at 717-633-5572.

It's time to think about summer picnics! The park's pavilion is available on a first-come, first-served basis, or it can be reserved for \$35. Each reservation includes the use of one volleyball court and one horseshoe pit (bring your own volleyball and horseshoes). The other court and horseshoe pit can be reserved for an additional fee. Rental forms and further information are available on the park's pages on the Township's website (see above).

The Park and Recreation Board meets on the second Monday of each month at 6 p.m. at the West Manheim Township building. The public is welcome to attend. Come learn how you can become a part of the board's planning and fundraising activities.

Well Maintenance –

After your well is properly constructed, it is very important to do preventative maintenance on an annual basis. Each year, a well owner should take the time to inspect the wellhead and the area surrounding it. This annual inspection should focus on finding cracks or damage to the well casing, checking the well cap to make sure it is in good condition and securely fastened, checking to make sure that water cannot pond around the wellhead, and looking for any nearby activities that could cause contamination to the water supply. You should also test your water each year at least for coliform bacteria. Water testing kits are available at the Township Office. Water test reports and notes from your annual inspections should be kept together in a folder. The documentation regarding your well should be kept with the important documents for your home. Besides the annual preventative maintenance, it is also beneficial to have a well inspection done by a qualified water well driller at least every ten years. If you have concerns about your well and the quality of drinking water, have these inspections conducted more often. A qualified well driller can be found at www.wellowner.org.



ON-SITE SEPTIC SYSTEM TIPS?

As an owner of a home with an on-site septic system you are required to have the system inspected and certified by the Township every 4 years per Ordinance 04-2010. In conjunction with the Department of Environmental Protection, the Township is inspecting the system for any cracks or issues which would contaminate the waters of the Commonwealth. The inspection will also verify that the system is functioning as designed. Here are a few tips to help keep your system working properly:

WATCH WHAT GOES DOWN THE DRAIN –

- Keep grease, hair, and food scraps from going down the drain.
- Don't flush diapers, plastics, paper towels, cigarettes, personal hygiene products or kitty litter down the toilet.
- Don't use a garbage disposal.
- Don't use automatic toilet bowl clean or deodorizers.
- Don't use excessive strong drain cleaners or other chemicals.

USE CONCENTRATED LIQUID DETERGENTS –

- Do not overuse detergents
- Minimize use of liquid fabric softeners or use dryer sheets instead
- Filler in some powdered detergents can clog pipes.

DON'T DROWN THE DRAINFIELD –

- Fix leaky fixtures and toilets
- Conserve water
- Spread out laundry throughout the week (try to do no more than 2 loads a day)
- Divert surface waters and downspouts away from drainfield

KNOW WHERE YOU STAND -

- Find out where the onsite sewage system is located so that you can avoid driving, digging or parking on it.

DON'T POISON THE SYSTEM –

- Never pour products labeled "danger" or "poison" down the drain.
- Minimize use of strong chemicals like bleach and drain cleaners.

Do you live in a home with an on-lot well & septic system?

Do you want to learn more about the care and maintenance of these utilities? Penn State Extension offers a variety of workshops that will provide information on protecting, testing, and treating private water supplies as well as workshops that will discuss septic system inspection and maintenance. These workshops will help you understand the water supply and septic system on your property. More information can be found at: www.extension.psu.edu/natural-resources/water/courses/home-water-and-septic-system-workshop

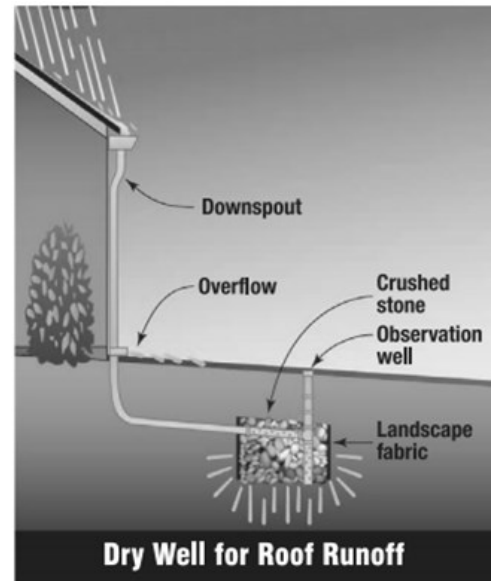
Do you know why you have a Seepage Pit and how to maintain it?

A Seepage Pit, sometimes called a Dry Well, Stormwater Pit, or Infiltration Pit, is a subsurface storage facility that temporarily stores and infiltrates stormwater runoff from the roofs of structures and impervious surfaces. Downspouts connect directly into the Seepage Pit, which may be either an excavated pit filled with uniformly graded aggregate wrapped in geotextile or a prefabricated storage chamber or pipe segment. Seepage Pits discharge the stored runoff via infiltration into the surrounding soils. In the event that the Seepage Pit is overwhelmed in an intense storm event, an overflow mechanism will ensure the additional runoff is safely conveyed downstream.

By capturing runoff at the source, Seepage Pits can dramatically reduce the increased volume of stormwater generated by the roofs of structures. Though roofs are generally not a significant source of runoff pollution, they are still one of the most important sources of new or increased runoff volume from developed areas. By decreasing the volume of stormwater runoff, Seepage Pits can also reduce runoff rate and improve water quality.

Seepage Pits require regular and effective maintenance to ensure prolonged functioning. The following represent the minimum maintenance requirements for Seepage Pits:

- The Seepage Pit should be checked regularly to ensure that no standing water exists in the facility 3 days after the rain event.
- Thorough inspections of the Seepage Pit should occur at least once a year, as well as after every storm exceeding 4 inches in 24 hours
- Monitor the Seepage Pit facility to ensure that no sediment, grass clippings, leaves, and other similar accumulations occur on top of, and/or within, the piping or pit.
- Regularly clean out gutters and ensure proper connections to facilitate the effectiveness of the Seepage Pit.
- Check cleanout and overflow pipes for clogs, cracks and proper connection.
- Check area surrounding Seepage Pit for signs of malfunction – such as erosion, channels, or any damage on the downslope indicating increased runoff or overflow.



GRASS CUTTING

When mowing your yard, consideration should be given not to blow grass clippings into the street. When mowing, make the first few passes with the lawnmower blowing the grass clippings into the lawn NOT the street. If there are grass clippings on the street or sidewalk, use a broom or leaf blower to blow them back into the lawn. Do not use a hose to wash them into the street or storm drains.



Grass clippings that are blown into the street eventually enter the street storm drain system. The grass clippings can form blockages in the storm drains. Grass clippings contain nutrients such as nitrogen and phosphorous, which cause unwanted and uncontrolled growth of algae and aquatic weeds in the waterways.

WELL WATER TEST KITS

Water analysis kits are available at the Township Office for free. Instructions are included in the kit. It is the homeowners' responsibility to collect the samples and deliver them to the Lab. The kits will ensure your well water is free of contaminants and safe for consuming.

Vacation/Property Check

The West Manheim Township Police Department offers vacation/property checks upon request. The Police will check the property occasionally during your time away. They will verify lights within the home and vehicles in driveway correspond with what is on the form submission. If you return earlier than expected please notify the Police. The form is available on the Township Website - <http://westmanheimtp.com/index.php?page=Property-Check>

HERITAGE COMMITTEE

The Heritage Committee invites you to join us in preserving the history of the West Manheim Township. If you have something directly related to West Manheim Township please contact the committee. The more involved, the better the collection we will have. We are always searching for historically significant items, photographs and memorabilia, collecting and preserving West Manheim Township's rich history.

The Committee would like to thank everyone that has helped and devoted their time to preserving the history of West Manheim Township.

For more information contact: Harold Coldren at coldren7201@comcast.net or call (717) 637-8488

The committee meets on the first Tuesday of each month at 4:00pm at the West Manheim Township Municipal Building located at 2412 Baltimore Pike Hanover, Pa 17331.

Call Before You Dig:

In Pennsylvania homeowners and contractors are required to contact PA One Call, by dialing 8-1-1 at least three business days before beginning any digging or excavation project. All large or small excavation projects should be reported. Projects requiring a call to PA One Call span from planting a tree in your yard to the excavation for home construction and everything in between.

The PA One Call system is a communications system established to prevent damage to underground facilities and promote safety. It provides a telephone number for contractors and the general public to call for notification of their intent to use equipment for excavation, tunneling, grading, boring, blasting, demolition or similar work. When PA One Call receives a call, it will alert the appropriate underground facility owners of the intent to dig. The underground facility owners will identify any underground lines or facilities at the work site.

For more information visit the PA One call website: www.paonecall.org

2016 Meeting Schedules

West Manheim Township Board of Supervisors Meeting - 7:00pm on the first Thursday & third Tuesday of each month. Caucus is held at 6:00pm prior to the meeting.

Planning Commission - 7:00pm on the third Thursday of each month

Zoning Hearing Board - 7:00pm on the fourth Tuesday of each month (as needed)

West Manheim Township Rec Board - 6:00pm on the second Tuesday of each month

West Manheim Township 2412 Baltimore Pike Hanover, PA 17331

Office Hours, Monday - Friday 8:00am - 5:00pm

Phone: 717-632-0320 Email: info@westmanheimtp.com

Website: www.westmanheimtp.com