

**CONEWAGO TOWNSHIP BOARD OF SUPERVISORS**

**541 OXFORD AVENUE**

**HANOVER, PA 17331**

**BOARD OF SUPERVISORS REGULAR MEETING, SEPTEMBER 18, 2017**

Chairman Bob LeGore called the meeting to order at 7:00 p.m. with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Chairman Bob LeGore

Vice Chairman Don Knight

Ted Bortner

Zachary Brillhart

Louann Boyer

The following appointed Township professionals were also in attendance:

Barbara Krebs, Township Manager

Dave Arndt, Code Enforcement/Zoning Officer

Police Chief Curtis McCoy

Heather Snyder, Secretary-Treasurer

Jim Yingst, Solicitor

Eric Mains, Gannett Fleming Engineer

Scott Small, Maintenance Manager

There were approximately 6 people in the audience including: Tony Eline of 12 Linden Avenue, Tom Weaver of 174 Panther Drive, Ray Presley and Ben Myers from J.A. Myers.

**1. MINUTES**

Supervisor Ted Bortner made motion to approve the August 21, 2017 Workshop and Regular meeting minutes, seconded by Vice Chairman Don Knight with one correction on the Workshop minutes reflecting that Chairman Bob LeGore was not present for the August 21, 2017 Workshop. Discussion: Supervisor Ted Bortner referenced the motion that was made after Executive Session of the August 21, 2017 meeting acknowledging an anonymous letter about the staff. Chairman Bob LeGore added this is not the 1<sup>st</sup> time an anonymous letter was received, that everything we do is in the public eye, come to a public meeting to discuss the issue.

Vote 5-0

Supervisor Zach Brillhart made motion to approve the September 5, 2017 Special Meeting Minutes, seconded by Supervisor Louann Boyer.

Vote 5-0

The September 11, 2017 Municipal Authority minutes were enclosed for review.

**2. COMMUNICATIONS AND INTERACTIONS**

The SAVES August report was enclosed in the packet for review.

Trick-or-Treat is scheduled for October 24, 2017 from 6:00 p.m. to 8:00 p.m.

Notification for the Adams County Bicycle and Pedestrian Plan was enclosed for review.

**3. REPORT FROM COMMITTEES**

**Administration (Knight/LeGore)**

Vice Chairman Don Knight advised they are in the process of personnel reviews.

Chairman Bob LeGore entertained a motion to approve an agreement with Detective William Hartlaub, Supervisor Ted Bortner made that motion, Vice Chairman Don Knight seconded the motion. The agreement has been approved. The Township Manager is directed to send an executed copy of the agreement to Detective Hartlaub.

Vote 5-0

**Public Safety (LeGore /Bortner/Alternate Knight)**

Supervisor Ted Bortner made motion to approve payment to Swam Electric in the amount of \$11,296.94 for services provided for the Police Renovation, seconded by Vice Chairman Don Knight.

Vote 5-0

Supervisor Ted Bortner made motion to approve payment to Dorgan & Zuck in the amount of \$44,484.57 for services provided for the Police Renovation, seconded by Vice Chairman Don Knight. Vote 5-0

Supervisor Ted Bortner made motion to approve \$5,201.30 in continuing education for Officer Matthew Duncan for classes related under criminal justice field as allowed under the CBA (Collective Bargaining Agreement), seconded by Supervisor Louann Boyer. Vote 5-0

**Recreation (Knight/Boyer)**

Supervisor Zach Brillhart made motion to enter into agreement with Conewago Valley Soccer Club utilizing Plum Creek Community Park for practices, games, meetings and other events related to the operations for 10 years, seconded by Supervisor Louann Boyer. Vote 5-0

**Agricultural Preservation (Brillhart)** - Supervisor Zach Brillhart advised that we are waiting to hear from the County, on the Russell Williams preservation.

**Roads (Bortner/Knight)**

Liquid Fuels estimated allocation for 2018 is \$231,301.61.

Columbia Gas will be conducting road work on Route 194 and Narrow Drive. Detour signs will be posted and notified 48 hours prior to start of construction.

Supervisor Ted Bortner made motion to authorize Township staff to work with West Manheim Township on the swapping of equipment services, seconded by Supervisor Zach Brillhart. Vote 5-0

Supervisor Ted Bortner made motion to approve payment for Blettner Ave. for street construction in the amount of \$154,559.00 that includes a change order for reduction of restoration not needed in the amount of \$41,519.00, seconded by Supervisor Zach Brillhart. Vote 5-0

**Pension**

Next meeting is scheduled for Oct. 4, 2017 at 4:00 p.m., this is a public meeting. Officer O'Brien is the new Representative for the Police Department.

**Planning Commission (Brillhart)**

Supervisor Zach Brillhart met with Zoning/Code Enforcement Officer Dave Arndt to review the Comprehensive Plan.

**Stormwater (Knight/Brillhart)**

The biannual Stormwater billing for 2017 was mailed September 15, 2017.

The Pollution Reduction Plan was filed on September 15, 2017.

A credit plan is in process and will soon be available for Board review.

Supervisor Ted Bortner made reference to the MS4 process and how the Township asked State Representative Dan Moul to assist in setting up a meeting with DEP, which they advised to submit our plan. The Township had to continue to move forward. Engineer Eric Mains added that we will continue to look for opportunities to keep the cost down.

**4. REPORT FROM SECRETARY-TREASURER**

Supervisor Zach Brillhart made motion to approve the Secretary/Treasurer's Report, seconded by Supervisor Ted Bortner. Vote 5-0

Supervisor Zach Brillhart made motion to approve payment of the prepaid bills and all invoices noted on the Report for September 14, 2017, seconded by Vice Chairman Don Knight. Vote 5-0

## **5. PUBLIC COMMENT**

Nothing to report.

## **6. REPORTS FROM SUPERVISORS**

Supervisor Ted Bortner advised the public that we move quickly through motions since most discussion took place during the Workshop at 5:00 p.m. which are a public meeting.

Chairman Bob LeGore advised the Workshop's are public meetings, it's a good system and it works.

Supervisor Louann Boyer had nothing to report.

Supervisor Zach Brillhart had nothing to report.

Vice Chairman Don Knight recognized Chief Curtis McCoy will be here 1 year, congratulations and happy to have you here.

## **7. REPORTS FROM DEPARTMENTS**

### **Police**

Chief Curtis McCoy thanked the Board stating the Department is a wonderful place and a wonderful group of guys, looking forward to stepping into year number 2.

Chief Curtis McCoy and Sergeant Gary Baumgardner visited Lower Paxton Township today, to look at their evidence room.

Police Report for August was prepared in the packet.

Chief Curtis McCoy advised the building renovation is moving along and working on an Open House. He thanked everyone for supporting the project and how appreciative he was of all the support.

Chief Curtis McCoy advised Detective William Hartlaub retired September 13, 2017 and he wished him well in future endeavors.

The Detective Police Officer position will be posted by the end of the week internally and the advertisement for Patrolman to be advertised in 7-10 days.

### **Township Solicitor Yingst**

Solicitor Jim Yingst advised he worked on agreements with the Soccer Club, Precision Cut Plan, alley and legal matters.

### **Township Manager**

Township Manager Barbara Krebs gave a review of her staff report.

Township Manager Barbara Krebs advising that if the State Budget passes that state funds for the Recreation Grant and Recycling could be in jeopardy, to consider this when budgeting for 2017.

### **Township Engineer (Eric Mains, Gannett Flemming, Inc.)**

Engineer Eric Mains gave a review of his Engineer's Report for September, including Precision Cut to be addressed later in the meeting.

**8. CODE ENFORCEMENT**

The activity summary from Zoning/Code Enforcement Officer Dave Arndt dated August 13, 2017 – September 14, 2017 and current flow charts were enclosed in the packet for review.

Zoning/Code Enforcement Officer Dave Arndt included the current flow charts in the packet for review advising 39 Elk Drive and 384 Maple Avenue hearing scheduled for October 5, 2017 at 9:30 a.m. Linden Avenue is in process.

**9. SUBDIVISION/LAND DEVELOPMENT**

The Subdivision and Land Development Status Report for September 13, 2017 was enclosed for review.

Planning Commission minutes dated September 7, 2017 were enclosed for review.

**Precision Cut Industries – Preliminary/Final Land Development Plan for 60 and 84 Ram Drive -**

Received a letter dated September 7, 2017 from K&W Designing Environments requesting the BOS to table the LDP to allow the owner to resolve the access issues to the private tight-of-way of South Jefferson Street and also a request to extend the time frame for plan approval for 90 days. The new date would be December 17, 2017. October 4, 2017 the plan will expire.

Supervisor Ted Bortner made motion to approve to table the Preliminary/Final LDP and to extend the time frame for plan approval for 90 days to expire on December 17, 2017, seconded by Supervisor Zach Brillhart.

Vote 5-0

**J.A. Myers, Inc. – Linden Commons – Preliminary/Final LDP – Corner of Linden and Maple Avenue –**

Supervisor Zach Brillhart made motion to conditionally approve the Preliminary/Final LDP and Resolution 2017-U, recommended by the Planning Commission, seconded by Vice Chairman Don Knight.

Vote 5-0

**10. ZONING**

No Zoning Hearing Board meeting in October.

**11. OTHER BUSINESS, Comments, and Announcements**

Nothing new to report.

**12. MEETING SCHEDULE**

Police Pension meeting for October 4, 2017 at 4:00 p.m.  
Planning Commission meeting for October 5, 2017 at 6:00 p.m.  
Public Safety Committee meeting for October 16, 2017 at 8:30 a.m.  
Road Committee meeting for October 16, 2017 at 10:00 a.m.  
Board of Supervisor’s Workshop for October 16, 2017 at 5 p.m.  
Board of Supervisor’s Meeting for October 16, 2017 at 7 p.m.  
Recreation Committee meeting for October 18, 2017 at 9:00 a.m.  
Admin. Committee meeting for October 18, 2017 at 10:00 a.m.

**13. ADJOURNMENT**

Supervisor Louann Boyer made motion to adjourn the meeting at 7:50 p.m., seconded by Chairman Don Knight

Vote 5-0

Respectfully Submitted:

Heather Snyder, Secretary/Treasurer