

**CONEWAGO TOWNSHIP BOARD OF SUPERVISORS**

**541 OXFORD AVENUE**

**HANOVER, PA 17331**

**BOARD OF SUPERVISORS REGULAR MEETING, NOVEMBER 21, 2016**

Vice Chairman Don Knight 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:

Don Knight	Ted Bortner	Louann Boyer
Robert LeGore-Absent	Zachary Brillhart - Absent	

The following appointed Township professionals were also in attendance:

Barbara Krebs, Township Manager	Dave Arndt, Code Enforcement/Zoning Officer - Absent
Police Chief Curtis McCoy	Heather Snyder, Secretary-Treasurer
Jim Yingst, Solicitor	Eric Mains Gannett Fleming, Engineer

There were 6 persons total in the audience including: Maintenance Manager Scott Small and Tony Eline of 12 Linden Avenue, Bob Miller of 3176 Hanover Pike, Gerry Funke of Group Hanover, Inc. and State Representative Dan Moul.

**1. MINUTES**

Supervisor Ted Bortner made motion to approve the October 17, 2016 Workshop and Regular meeting minutes, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Ted Bortner made motion to approve the October 27, 2016 Budget Workshop meeting minutes, seconded by Vice Chairman Don Knight. Vote 3-0

**2. COMMUNICATIONS AND INTERACTIONS**

SAVES October report enclosed for review.

Adams County Association of Township Officials Newsletter was enclosed for review.

F.Y.I. York Adams Tax Bureau Information was enclosed for review.

**3. REPORT FROM COMMITTEES**

**Administration (Knight/LeGore)**

Nothing to Report.

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

Discussion during staff report by Township Manager.

**Recreation (Knight/Boyer)**

Flyers for Plum Creek Recreation facility were mailed out to the residents and action plan in place. We are in the process of getting grant funds and allocations.

**Agricultural Preservation (Brillhart)**

Nothing to report.

**Roads (Bortner/Knight)**

Supervisor Ted Bortner made motion to approve the revised street maintenance 5 year plan, seconded by Vice Chairman Don Knight. Discussion: Supervisor Ted Bortner asked that this be added to the website.

Vote 3-0

### **Pension Board (Bortner)**

Supervisor Ted Bortner discussed the Township pension falling into the 96% percentile for funding, that the Township holds quarterly meetings and everyone is welcomed to attend those meetings.

### **4. REPORT FROM SECRETARY-TREASURER**

Supervisor Ted Bortner made motion to approve the Secretary/Treasurer's Report, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Ted Bortner made motion to approve payment of prepaid bills and all invoices noted on the report for November 2016. Supervisor Louann Boyer seconded the motion. Vote 3-0

### **5. PUBLIC COMMENT**

Bob Miller from 3176 Hanover Pike asked the Board to consider sending a letter to the County Board of Elections on behalf of the voting process and long lines at SAVES, he personally reached out to the County Board.

Bob Miller from 3176 Hanover Pike asked the Board about the Plum Creek Recreation Facility Fund and how that money was being used? Supervisor Ted Bortner responded by the money that was in the recreation fund was used to purchase the land. The Township is funding the maintenance on the park grounds. The Township Code Section 135-48 we have the right to take land from the developer's for recreation purposes or money in lieu of the property. The Township will develop the park as money allows.

Bob Miller from 3176 Hanover Pike had concerns about the Stormwater implementation and how the half million dollars in the budget will be spent. Discussion from Supervisor Ted Bortner on the background of Stormwater and the mandates that the Township has coming their way and how are we going to manage this. Stormwater has always been part of the General Fund and we have broken this section out to its own budget. An Advisory committee was established and was active in the implementation and process to implement and comply with Stormwater.

Also Bob Miller from 3176 Hanover Pike would like to see the committee members listed on the website.

State Representative Dan Moul had questions and concerns on the Stormwater Budget and the half million dollars budget. Discussion Supervisor Ted Bortner advised that the advertisement of the budget for public display will be tonight and will be available to review the line items of the budget starting November 23, 2016. The Ordinance will be approved during the Reorganization meeting. Township Manager Barbara Krebs invited him to come to the Township office and she would review the budget.

### **6. REPORTS FROM DEPARTMENTS**

#### **Police**

Police Report for October was prepared in the packet.

Thank you letter received from Ms. Jen Selby thanking Officer Michael Bailey for his assistance with a police incident.

Chief Curtis McCoy participated in Northern York School District Junior Achievement program.

Chief Curtis McCoy thanked Myers Meat Market for donating packing paper to the Police Department.

Full Evidence Inventory to be completed.

Halloween Trick-or-Treat nights were a success and Supervisor Zach Brillhart rode along with Chief Curtis McCoy for the evening.

### **Township Solicitor Yingst**

Solicitor Jim Yingst advised the Board that the Township has not yet been paid for the tear down of the barn at the Rec park and that a judgement has been filed in Schuylkill county.

Solicitor Jim Yingst has been working with the Township Engineer Eric Mains on preparing the Stormwater Ordinance.

### **Township Manager**

Manager Barbara Krebs gave an update on her monthly staff report.

Supervisor Ted Bortner made motion to approve advertising for the 2017 Budget Public Display November 23, 2016 to December 8, 2016, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Ted Bortner made motion to approve the Plum Creek Scope of Work Phase I, seconded by Supervisor Louann Boyer. Vote 3-0

The Stormwater Management meeting held at SAVES on November 15, 2016 was well attended.

Supervisor Ted Bortner made motion to approve Resolution 2016-Q to enter into an agreement with M&T Bank for Trust Services and to ratify the actions of the Township Manager, seconded by Supervisor Louann Boyer. Vote 3-0

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

Engineer Eric Mains gave a review of his Engineer Report for November 2016.

Supervisor Bortner asked the Engineer to look into stripping and cat tracks to follow up with PennDot regarding the intersection at Rt. 116/W. Elm Ave.

### **Wetzel Drive -**

Supervisor Ted Bortner made motion to ratify the actions of the Township Manager approving contract change order no. 1 which reduces the construction contract total to \$251,548.27 reflecting both final quantities installed and an adjustment to the pavement milling limits, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Ted Bortner made motion to issue final payment to Conewago Enterprises, Inc. for the Wetzel Drive reconstruction project, in the amount of \$251,548.27, pending submission for all relevant close out and project completion documents, seconded by Supervisor Ted Bortner. Vote 3-0

### **Trone Rental -**

Supervisor Ted Bortner made motion to ratify the action of the Township Manager authorizing the Engineer to review the completed improvements pursuant to the Bond Release Request, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Ted Bortner made motion to release the Public Improvement Bonding for the 209 Linden Avenue Project, in the amount of \$24,186.25, pending resolution of the Township Engineer's review letter, dated November 9, 2016, seconded by Supervisor Louann Boyer. Vote 3-0

### **T. Baird McIlvain -**

Supervisor Louann Boyer made motion to grant an extension for approval/recording to February 20, 2017 for the T. Baird McIlvain Company Subdivision Plan, seconded by Supervisor Ted Bortner. Vote 3-0

## **7. CODE ENFORCEMENT**

Township Manager Barbara Krebs along with Maintenance Manager Scott Small and Municipal Authority Controller Holly Zepp have been helping with Code Enforcement in the absence of the Zoning/Code Enforcement Officer.

**8. SUBDIVISION/LAND DEVELOPMENT**

Planning Commission meeting was held on November 3, 2016 to review the Comprehensive Plan.

**9. ZONING**

Nothing to Report.

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

Nothing to report.

**11. MEETING SCHEDULE**

Recreation Committee Workshop and Meeting – November 23, 2016 was cancelled

Zoning Hearing Board Meeting – December 7, 2016 at 7:00 p.m. was cancelled

Planning Commission Meeting – December 1, 2016 at 7:00 p.m.

Public Safety Committee Meeting – December 5, 2016 at 8:30 a.m.

Road Committee Meeting – December 5, 2016 at 10:00 a.m.

Board of Supervisor Workshop – December 19, 2016 at 5:00 p.m.

Board of Supervisors Meeting – December 19, 2016 at 7:00 p.m.

Supervisor Ted Bortner would like to advise the public that we have 5 Supervisor's on the Board that come from many walks of life and experience noting we do not have an Engineer. When you have a Board of Supervisors that have no expertise in one area you need to pay to have that expertise. When you support someone to be on the Board they need to engage and participate, "pay us now or pay us later".

**12. ADJOURNMENT**

Supervisor Ted Bortner made motion, seconded by Supervisor Louann Boyer to adjourn the meeting at 8:15 p.m.

Vote 3-0

Respectfully Submitted:

Heather Snyder, Secretary/Treasurer