

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS

541 OXFORD AVENUE

HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING, APRIL 16, 2018

Vice Chairman Don Knight called the meeting to order at 6:32 p.m. with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Vice Chairman Don Knight

Louann Boyer

Zachary Brillhart

Steve Heller

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 arrived at 6:42 p.m.

Scott Small, Maintenance Manager

There were 6 people in the audience including: Tony Eline of 12 Linden Avenue, Dave Murren of 137 Wappler Drive, Jayne Katherman of 345 East Market Street, Shonna Sites of 115 Ram Drive, Brian Greenplate of 115 Ram Drive and Michael Cooper-White of the Gettysburg Times

Supervisor Louann Boyer made a motion to approve a letter of resignation received from Chairman Robert LeGore, seconded by Supervisor Zachary Brillhart. Vote 4-0

Supervisor Zachary Brillhart made a motion to nominate Vice Chairman Don Knight as the new Chairman of the Board of Supervisors, seconded by Supervisor Louann Boyer. Vote 4-0

Vice Chairman Don Knight accepted the position as Chairman of the Board.

1. MINUTES

Supervisor Steve Heller made motion to approve the March 19, 2018 Workshop and Regular meeting minutes, seconded by Supervisor Louann Boyer Vote 4-0

2. COMMUNICATIONS AND INTERACTIONS

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

Medicine Take Back will be held on April 28, 2018 from 10:00 a.m. – 2:00 p.m. at the Police Department

A disabled veteran's real estate property tax exemption certification approval for 247 Stafford Drive was included in the packet for the Board to review. Dave Murren of 137 Wappler Drive asked how to apply for this exemption. Manager Barbara Krebs informed him that he would need to go to the County Board of Assessments and see Barbara Walters. Chairman Don Knight also suggested that he ask the local tax collector, Tammie Knight.

Comcast communication letter regarding channel lineup changes dated April 3, 2018 was included in the packet for review.

Hanover Area YMCA Annual Dinner invite for April 24, 2018 was included in the packet for review.

March newsletter for Adams County Boroughs Association was included in the packet for review.

A Letter from McSherrystown dated April 3, 2018 requesting the use of Cheetah Fields was included in the packet.

Supervisor Louann Boyer made a motion to allow McSherrystown Borough to use Cheetah Field for their season as requested. Supervisor Steve Heller seconded the motion. Vote 4-0

3. REPORT FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration (Knight/LeGore)

The Admin Committee Meeting for April 18, 2018 is cancelled until it can be rescheduled.

Public Safety (Knight/Brillhart)

Supervisor Zachary Brillhart made a motion to approve advertisement for an Act 120 Certified Police Officer with a salary not to exceed that of a 2nd year Officer per the Police Contract for the purpose of creating a certified hiring list. Supervisor Steve Heller seconded the motion. Vote 4-0

Recreation (Boyer/Heller)

Supervisor Steve Heller made a motion to approve reallocation up to \$35,000.00 from the 2017 general fund budget reserve funds for Rec grant projects if needed. Supervisor Zachary Brillhart seconded the motion. Vote 4-0

Supervisor Steve Heller made a motion to approve entering into an agreement/contract with Gannett Flemming for scope of service for phase I and phase II final design, bid, and pre-construction phase service for Plum Creek Community Park. The scope of work and fees are based on the assumption of the Township receiving adequate funding (grant & private) to complete the project. In the event that funding is not received or is not sufficient, the Township reserves the right to terminate the scope of services contained within the agreement/contract and the related engineering effort. Also contingent upon the Solicitor approval of said agreement/contract. Supervisor Louann Boyer seconded the motion. Vote 4-0

Supervisor Steve Heller made a motion to approve Resolution 2018-J, Greenway Trails and Recreation Grant from Commonwealth Financing Authority up to \$250,000.00 for Plum Creek Community Park Amphitheater Project. Supervisor Louann Boyer seconded the motion. Vote 4-0

Agricultural Preservation (Boyer)

The final settlement for the Russel Williams Property is complete. The Board of Supervisors were invited to a tour of the Shoe Farms.

Roads (LeGore/Heller)

Supervisor Steve Heller made a motion to award the 2018 Street Resurfacing Project for Basilica and Wappler Drives to C.E. Williams, as the apparent low bidder in the amount of \$76,565.00, contingent on the satisfactory completion of the review of the bid documents by the Township Solicitor and Engineer. Supervisor Zachary Brillhart seconded the motion. Vote 4-0

Supervisor Steve Heller made a motion to reject all submitted bids on the 2018 Street Resurfacing Project for North Third Street, on the basis of receiving only one bid at twice the initial bid unit pricing estimate. Further, I make a motion to have the Engineer prepare and advertise amended bidding documents to propose the overlay of the North Third Street project site with an asphalt overlay, with bid opening to occur May 21st at 9:30 a.m. Supervisor Zachary Brillhart seconded the motion. Vote 4-0

Supervisor Steve Heller mad a motion to approve street sweeping at \$100.00 an hour with 1 Operator in Oxford and Berwick Township's. Supervisor Louann Boyer seconded the motion. Vote 4-0

Pension (Knight)

Nothing new to report.

Planning Commission (Brillhart)

Nothing new to report.

Stormwater (Knight/Brillhart)

Supervisor Louann Boyer made a motion to approve the Stormwater Management practices, facilities and systems maintenance and monitoring agreement. Supervisor Steve Heller seconded the motion.

Vote 4-0

4. REPORT FROM SECRETARY-TREASURER

Supervisor Zachary Brillhart made motion to approve the Secretary/Treasurer’s Report, seconded by Supervisor Steve Heller.

Vote 4-0

Supervisor Zachary Brillhart made motion to approve payment of the prepaid bills and all invoices noted on the report for March 15, 2018 – April 12, 2018, seconded by Supervisor Steve Heller.

Vote 4-0

5. PUBLIC COMMENT

Dave Murren of 137 Wappler Drive inquired about the resurfacing project for Wappler Drive, asking if the resident’s will be sent a letter? Township Engineer Eric Mains advised the first step was getting a contractor on board to start those conversations.

Dave Murren also expressed appreciation to Code Enforcement/Zoning Officer Dave Arndt for having Clarks mow their property. Township Engineer Eric Mains advised that they will be having a meeting coming up with Clarks, Adams County Conservation and the Township.

6. REPORTS FROM DEPARTMENTS

Police

The Police Department March report was enclosed in the packet for review.

New hire Nathan Groft is scheduled to be off training April 25, 2018

Detective Kevin O’Brien will be receive free training from the State Police in May.

April neighborhood watch newsletter went out.

Medicine Take Back Program will be held on April 28, 2018 as a drive thru drop off here at the Conewago Township Police Department. Chief Curtis McCoy gave a thank-you to Food Lion and Clarks for allowing signs to be placed on their property for advertisement of the program.

Adams County Fallen Officer Memorial Service is May 4th at 10:00 a.m. at the 911 center in Gettysburg. It is open to the public.

There is a National Candle Light visual for National Police Memorial Week on May 13, 2018 in Washington D.C.

Chief Curtis McCoy conducted a presentation on safety and security issues with The Adams County Tax Collector Association on March 26, 2018

Chief Curtis McCoy will be hosting the Cub Scouts on April 18, 2018 to go over some safety items.

Representatives from the Chambersburg Police Department will be coming to tour our Police Department’s new facilities

Chief Curtis McCoy was asked to be part of the hiring panel with the Gettysburg Police Department.

The officers have completed an online Autism training program.

Township Solicitor Yingst

Solicitor Jim Yingst informed the Board that a disputed alley use has been resolved among two neighbors. A consent order has been executed on behalf of the Township.

Solicitor Jim Yingst advised that Nathan Stoltzfus has filed for bankruptcy and there are no assets to pursue regarding the old barn that was removed at the recreation park.

Township Manager

Township Manager Barbara Krebs gave a review of her staff report, including Pat Shaeffer withdrawing his TND Plan.

Supervisor Louann Boyer made a motion to nominate Supervisor Zachary Brillhart as voting delegate for PSATS Conference, seconded by Supervisor Steve Heller. Vote 4-0

Supervisor Louann Boyer made a motion to approve Resolution 2018-K regarding the Investment of General Fund Revenue and moving it from one institution to another. Seconded by Supervisor Steve Heller.

Township Engineer (Eric Mains, Gannett Fleming, Inc.)

Township Engineer Eric Mains gave a review of his Engineer's Report for March.

7. CODE ENFORCEMENT

The activity summary from Zoning/Code Enforcement Officer Dave Arndt dated April 11, 2018 was enclosed in the packet for review.

The 5 year Labor and Industry Audit has been completed.

8. SUBDIVISION/LAND DEVELOPMENT

The Subdivision and Land Development Status Report for April 11, 2018 was enclosed for review.

No Planning Commission meeting was held in April.

Supervisor Louann Boyer made motion to approve the Precision Cut extension to the May 21, 2018 meeting, seconded by Supervisor Zachary Brillhart. Vote 4-0

9. ZONING

The Zoning meeting for May 2, 2018 will be cancelled.

10. OTHER BUSINESS, Comments, and Announcements

Nothing new to report.

11. MEETING SCHEDULE

Recreation Committee Meeting for April 18, 2018 at 9:00 a.m. is cancelled

Admin Committee Meeting for April 18, 2018 at 10:00 a.m. is cancelled

Zoning Hearing Board for May 2, 2018 at 6:00 p.m. is cancelled

Planning Commission Meeting for May 3, 2018 at 6:00 p.m.

Road Committee meeting for May 21, 2018 at 9:30 a.m.

Public Safety Committee meeting for May 21, 2018 at 11:00 a.m.

Board of Supervisor's Workshop for May 21, 2018 at 5:00 p.m.

Board of Supervisor's Meeting for May 21, 2018 at 6:30 p.m.

12. ADJOURNMENT

Supervisor Steve Heller made motion to adjourn the meeting at 6:59 p.m., seconded by Supervisor Louann Boyer. Vote 4-0

Respectfully Submitted:

Angela Pabon, Assistant Secretary/Treasurer
Heather Snyder, Secretary/Treasurer