

**CONEWAGO TOWNSHIP BOARD OF SUPERVISORS**  
**541 OXFORD AVENUE**  
**HANOVER, PA 17331**

**BOARD OF SUPERVISORS REGULAR MEETING DECEMBER 17, 2018**

Vice Chairman Zachary Brillhart called the meeting to order at 6:40 p.m. due to an executive meeting for legal and personnel issues. The meeting began with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Vice Chairman Zachary Brillhart	John Strevig
Steve Heller	Louann Boyer

Chairman Don Knight - Absent

The following appointed Township professionals were also in attendance:

Barbara Krebs, Township Manager	Police Chief Curtis McCoy
Angie Pabon, Assistant Secretary-Treasurer	David Arndt, Zoning/Code Enforcement Officer
Tim Shultis, Solicitor	Eric Mains, Gannett Fleming Engineer arrived at 6:51 p.m.
Detective Kevin O'Brien	Scott Small, Maintenance Manager

Heather Snyder, Secretary-Treasurer - Absent

There were approximately 9 people in the audience including: Tony Eline of 12 Linden Avenue, Jed Bange of 62 Narrow Drive, Dean Bange of 349 Smoketown Road, Karen Millheim of 141 Stafford Drive, Shonna Sites representing Precision Cut, Michael Cooper-White of The Gettysburg Times

**1. MINUTES**

Supervisor Steve Heller made a motion to approve the November 19, 2018 Workshop and Regular meeting minutes, seconded by Supervisor John Strevig. Vote 4-0

Supervisor John Strevig mad a motion to approve the November 13, 2018 Budget Workshop meeting minutes, seconded by Supervisor Steven Heller. Vote 4-0

**2. COMMUNICATIONS AND INTERACTIONS**

A correspondence from Comcast, regarding channel updates and price change notifications, was enclosed in the packet for review.

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

The Fall Newsletter was sent out in the Merchandiser. Copies are available in the Township Admin office and the Township website.

A thank you letter was received from Adams Economic Alliance for a donation received from Conewago Township.

An invitation was received from the Adams County Children's Advocacy Center. Cocktails for a Cause will be held at the Gettysburg National Military Park Museum and requires an R.S.V.P.

The Adams County Boroughs Association November Newsletter was enclosed in the packet for review.

#### **4. REPORT FROM COMMITTEES/SUPERVISOR'S COMMENTS**

##### **Administration (Knight/Strevig)**

The Reorganizational Meeting will be held on January 7, 2019 at 4:30 PM.

Supervisor John Strevig made motion to advertise the 2019 meeting schedule, seconded by Supervisor Steve Heller. Vote 4-0

Supervisor John Strevig made motion to approve the Maintenance Contract for ASJ for Cleaning Service here in the facility, seconded by Steve Heller. Vote 4-0

Supervisor John Strevig made motion to approve the Union Maintenance Contract for the years' 2019-2022 for the Maintenance workers, seconded by Supervisor Steve Heller. Vote 4-0

Supervisor John Strevig made motion to approve the General Fund Budget as advertised, seconded by Supervisor Louann Boyer, Roll Call: Supervisor John Strevig- yes, Supervisor Steve Heller- yes, Supervisor Louann Boyer- yes, Vice Chairman Zachary Brillhart- yes. Vote 4-0

Supervisor John Strevig made motion to approve the Liquid Fuels Budget as advertised, seconded by Supervisor Steve Heller, Roll Call: Supervisor John Strevig- yes, Supervisor Steve Heller- yes, Supervisor Louann Boyer- yes, Vice Chairman Zachary Brillhart- yes. Vote 4-0

Supervisor John Strevig made motion to approve the Stormwater Management Budget as advertised, seconded by Supervisor Steve Heller, Roll Call: Supervisor John Strevig- yes, Supervisor Steve Heller- yes, Supervisor Louann Boyer- yes, Vice Chairman Zachary Brillhart- yes. Vote 4-0

##### **Public Safety (Knight/Brillhart)**

Nothing New to Report.

##### **Recreation (Boyer/Heller)**

Supervisor Steve Heller advised that the Township received a grant for \$81,000.00. This will be used towards the pavilion and playground for next year.

##### **Agricultural Preservation (Boyer)**

Nothing New to Report.

##### **Roads (Heller/Boyer)**

Supervisor Steve Heller reported that pothole repairs are being done, street sweeping is wrapping up and maintenance of the equipment is being done to get ready for winter.

Supervisor Steve Heller commended the Maintenance Crew for a job well done during snow removal.

Supervisor Steve Heller made motion to accept the 2017 Liquid Fuels Audit, seconded by Supervisor Louann Boyer. Vote 4-0

##### **Pension (Knight)**

Nothing New to Report.

##### **Planning Commission (Strevig)**

Supervisor Strevig reported that the Comprehensive Plan continues to be worked on.

Supervisor Strevig reported that the Klunk Family submitted a request for rezoning which is being taken under advisement.

Supervisor Strevig reported a plan was brought in for 115 Ram Drive for an extension to their building which is being taken under advisement.

### **Stormwater (Heller)**

Supervisor Steve Heller advised that the Stormwater GIS mapping of all zones is complete and now under review.

Supervisor Steve Heller made motion to approve an Operation and Maintenance Agreement for Gerald and P. Elizabeth Lippy of 84 Sunday Drive dealing with a Stormwater Credit, seconded by Supervisor John Strevig. Vote 4-0

Supervisor Steve Heller made motion to approve the Chapel Woods Memorandum of Understanding dealing with a Stormwater Credit, seconded by Supervisor John Strevig. Vote 4-0

Supervisor Steve Heller made motion to authorize staff for the issuance of liens and letters for nonpayment of Stormwater bills, seconded by Supervisor John Strevig. Vote 4-0

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

Supervisor John Strevig made motion to approve the Secretary/Treasurer's Report, seconded by Supervisor Steve Heller. Vote 4-0

Supervisor Steve Heller made motion to approve payment of the prepaid bills and all invoices noted on the report for November 16, 2018 – December 12, 2018, seconded by Supervisor John Strevig. Vote 4-0

### **6. PUBLIC COMMENT**

Jed Bange of 62 Narrow Drive and Dean Bange of 349 Smoketown Road advised the Board they were here to address a complaint regarding shooting at the property located at 62 Narrow Drive. The Board will continue to discuss and review this concern.

### **7. REPORTS FROM DEPARTMENTS**

#### **Police**

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

Chief Curtis McCoy advised the Board that he followed up on a comment from the last Board meeting regarding Pennsylvania State Police responding to calls in Conewago Township. The person that runs the computer dispatch at Adams County Control was contacted. Chief Curtis McCoy requested any calls given to PSP from September of 2016 until November 21, 2018. Nine incidents were found in their system, two of which Conewago Township Police were busy. Seven of the nine were notifications to PSP advising to be on the look-out for a vehicle coming into the area.

#### **Township Solicitor Shultis**

Solicitor Tim Shultis advised a conference before Judge Wagner has been scheduled for January 8, 2019 at 1:30 pm. in regards to the Conewago Township vs. Conewago Township Zoning Hearing Board.

#### **Township Manager**

Barbara Krebs Township Manager reviewed her monthly staff report.

Barbara Krebs Township Manager advised Vice Chairman Zachary Brillhart submitted a resignation letter for December 31, 2018 due to his graduation and a job offer in the Washington D.C. area.

Supervisor John Strevig made a motion, with regret, to accept the resignation of Vice Chairman Zachary Brillhart as of December 31, 2018, seconded by Supervisor Louann Boyer. Vote 3-0

The Board of Supervisors and Barbara Krebs, Township Manager, expressed appreciation for Vice Chairman Zachary Brillhart's time served on the Board.

Vice Chairman Zachary Brillhart expressed his gratitude and that it has been a pleasure working with the Board of Supervisors and the Conewago Township staff.

Barbara Krebs, Township Manager, advised Supervisor Steve Heller submitted a resignation letter for January 1, 2019 due to him moving out of the Township.

Supervisor Louann Boyer made a motion, with regret, to accept the resignation of Supervisor Steve Heller, seconded by Supervisor John Strevig. Vote 3-0

The Board of Supervisors and Barbara Krebs, Township Manager, expressed appreciation for Supervisor Steve Heller's time served on the Board.

Supervisor Steve Heller expressed his gratitude and that it has been a pleasure working with the Board of Supervisors and the Conewago Township staff.

Barbara Krebs Township Manager advised that the 2 available positions for the Board of Supervisors must be filled within 30 days of resignation. There are volunteer applications available on the Township website.

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

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

Township Engineer, Eric Mains advised that they are currently writing policies for the Stormwater Program.

**8. CODE ENFORCEMENT**

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

**9. SUBDIVISION/LAND DEVELOPMENT**

The Subdivision and Land Development Status Report for December 11, 2018 was included for review.

Planning Commission meeting minutes dated December 6, 2018 was included for review.

Supervisor Steve Heller made a motion to reappoint John Strevig to the Planning Commission for the term set to expire on 12/31/2022., seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor Steve Heller made motion to approve the extension request for Precision Cut 60/84 Ram Drive Land Development Plan through January 21, 2019, seconded by Supervisor John Strevig. Vote 4-0

Vice Chairman Zachary Brillhart requested an update on the status of the Land Development Plan for Precision Cut. Shonna Sites, a representative for Precision Cut, indicated that Precision Cut is currently in negotiations with Hanover Borough concerning the use of South Jefferson Street.

Supervisor Louann Boyer made motion to approve a waiver request from Section 135-16 to allow the plan to be submitted as a Preliminary/Final Plan for 115 Ram Drive, recommended by the Planning Commission, seconded by Supervisor Steve Heller. Vote 4-0

**10. ZONING**

There will a Reorganizational Meeting for the Zoning Hearing Board on January 9, 2019 at 6:00 p.m.

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

Nothing new to report.

**12. MEETING SCHEDULE**

- Planning Commission Meeting- January 3, 2019 at 6:00 p.m.
- Board of Supervisors Reorg Meeting - January 7, 2019 at 4:30 p.m.
- Zoning Hearing Board Reorg Meeting- January 9, 2019 at 6:00 p.m.
- Public Safety Committee Meeting- January 14, 2019 at 8:30 a.m.
- Road Committee Meeting- January 14, 2019 at 11:00 a.m.
- Board of Supervisors Workshop- January 21, 2019 at 5:00 p.m.
- Board of Supervisors Meeting- January 21, 2019 at 6:30 p.m.

**13. ADJOURNMENT**

Supervisor Steve Heller made motion to adjourn the meeting at 7:25 p.m., seconded by Supervisor John Strevig.

Vote 4-0

Respectfully Submitted:

Angela Pabon, Assistant Secretary/Treasurer