

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS

541 OXFORD AVENUE

HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING JUNE 15, 2020

Chair Charlotte Shaffer called the meeting to order at 6:30 p.m. The meeting began with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance (Roll Call):

Chair Charlotte Shaffer Vice Chair Thomas Weaver Thomas Klunk
Don Knight Louann Boyer

The following appointed Township professionals were also in attendance (Roll Call):

Tim Shultis, Solicitor Chief Gary Baumgardner
Scott Small, Maintenance Manager Dave Arndt, Zoning/Code Enforcement Officer
Angela Pabon, Assistant Secretary/Treasurer

Virginia Thorton, Gannett Fleming Engineer, arrived at 7:34 p.m.

There was no one in the audience due to the Local Disaster Declaration, however, the meeting was live streamed on the Conewago Township Facebook page.

1. MINUTES

Vice Chair Thomas Weaver made a motion to approve the May 18, 2020 Regular Meeting Minutes seconded by Supervisor Don Knight. Approved Vote 5-0

2. COMMUNICATIONS AND INTERACTIONS

The SAVES May report was enclosed in the packet for review. The 2019 Emergency Services Annual Report was also available in a binder for review.

Chair Charlotte Shaffer advised that on www.company29.org, SAVES provides response calls and updates for the public.

A correspondence dated June 3, 2020 from the Hanover Area Diversity Alliance was included in the packet for review and discussion.

3. PUBLIC COMMENT FOR AGENDA ITEMS

All public comment was received through Facebook.

Ted Bortner expressed concern regarding the Manager’s Ordinance in relation to limiting applicants by requiring they be a resident of Conewago Township and the ability for a current Supervisor and former applicant for the Manager’s position, to “simply walk in to a \$90,000+ job”.

Vice Chair Thomas Weaver responded that any applicant may apply, they would just need to be a resident at the time of hire and throughout their tenure.

William Popovich commented on hiring a Manager, budgeting, explanation of the annual budget, use of emerging technologies and questions to ask before hiring another Manager.

Ted Bortner reiterated his concerns regarding residency of a Manager and the current Supervisor having an advantage. He also inquired on what is driving the residency requirement.

Vice Chair Thomas Weaver advised the residency requirement is not uncommon and gives the individual a vested interest. He also advised he is not interested in applying for the Manager's position although he did apply prior.

William Popovich expressed concern regarding land use and zoning in relation to tax increases. He also commented on the Comprehensive Plan, hiring of a Professional Planner, the Solicitor, zoning policies and unsustainable growth.

Ted Bortner reemphasized his concern on limiting the Manager's position to residents.

4. REPORT FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

Supervisor Louann Boyer made a motion to accept the Township Audit Report, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Discussion occurred regarding a resident request for a street light at the end of a private lane on Oxford Avenue. The board unanimously agreed to respond the same as the previous Board, declining the street light request but giving the resident the option to put in a streetlight at their own cost.

Vice Chair Thomas Weaver made a motion to approve Ordinance 2020-A, Pretreatment Ordinance, recommended by the Planning Commission to approve the Ordinance as written, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Supervisor Don Knight made a motion to approve Resolution 2020-Q, Municipal Police Pension for 2013, seconded by Supervisor Thomas Klunk.

Vice Chair Thomas Weaver asked to amend the motion, before the vote, to add "based on the auditor's request to complete the record for 2013." Supervisor Don Knight agreed with the amendment.

Supervisor Don Knight made a motion to approve Resolution 2020-Q, Municipal Police Pension for 2013, based on the auditor's request to complete the record for 2013, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Discussion occurred regarding the need to appoint a Chief Administrative Officer for Pension which was originally resolved to be the Township Manager. The Board decided to further discuss this at the July board meeting

Chair Charlotte Shaffer tabled the Comp Plan discussion until the Engineer arrives.

The Board discussed COVID-19 in regards to public meetings and reopening the Township and Police Department Offices. The Board agreed to open offices on June 16, 2020 but decided to wait to further discuss the opening of meetings to the public until the July meeting.

Discussion occurred regarding the role of the current Right-to-Know Officer.

Chair Charlotte Shaffer made a motion to appoint Dave Arndt the Right-to-Know Officer and Angela Pabon the alternate Right-to-Know Officer, seconded by Supervisor Thomas Klunk.

Denied Vote 3-2

Vice Chair Thomas Weaver, Supervisor Louann Boyer and Supervisor Don Knight voted against

Vice Chair Thomas Weaver will remain the Right-to-Know Officer and Dave Arndt the alternate Right-to-Know Officer.

Discussion occurred with the board and the Solicitor regarding communications with the Solicitor and there being one point of contact with the Solicitor to represent the Board unless a task is assigned to a specific Board member. No decisions were made.

STORMWATER

Several stormwater penalty removal requests were received for the Board to review.

Vice Chair Thomas Weaver made a motion to remove penalties from accounts 820626-0, 831080-0, 715380-0, 08K13-0058-0, 701502-0 and 08K14-0025A-0, seconded by Supervisor Louann Boyer.

Supervisor Louann Boyer approved the Township staff to perform one-time removal of penalties for Stormwater, seconded by Vice Chair Thomas Weaver. Approved 5-0

RECREATION

Discussion occurred regarding the Venom Lacrosse Agreement and the Gettysburg Youth Soccer Club Agreement. The Solicitor advised the Agreements should include the Department of Health guidelines in regards to COVID-19 and waiver releases applicable to the township.

Vice Chair Thomas Weaver made a motion to approve the Venom Lacrosse Agreement and the Gettysburg Youth Soccer Club Agreement with the additions suggested by the Solicitor, seconded by Supervisor Don Knight. Approved Vote 5-0

5. REPORT FROM SECRETARY-TREASURER

Supervisor Don Knight made a motion to approve the Secretary/Treasurer's Report, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Supervisor Louann Boyer made a motion to approve the payment of the prepaid bills and all invoices noted on the report for May 16, 2020 – June 11, 2020, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

6. REPORTS FROM DEPARTMENTS

Police

The Police Department's May report was enclosed in the packet for review. The May newsletter was also enclosed in the packet and approved for distribution to the public.

Chief Baumgardner advised the Police Department had 217 calls for service, 80 traffic stops- 26 citations, 20 warnings, 9 faulty cards, the rest were verbal warnings, 3 Alcohol related DUI's and one drug related DUI. Car 2 has been returned from repair from deer damage, the Buckle up grant is complete and is being finalized to submit for reimbursement from the State and an additional allocation of PPE was received from the County.

Supervisor Louann Boyer showed appreciation to Chief Baumgardner and the Police Department for an arrest made in relation to a death caused by a drug overdose. The supplier was arrested after a two- year investigation.

Vice Chair Thomas Weaver expressed appreciation to the Police Department for their participation in a drive by birthday parade for a 5 year old which included several police and emergency vehicles.

Vice Chair Thomas Weaver commented on questions he had received regarding the Police Department. He explained that the Board was informed they did not need to go through the appointment process for at-will employees and it seems to have caused some confusion in the community. He advised that he would like to reaffirm that Gary Baumgardner is the Chief of Police at Conewago Township.

Township Solicitor Shultis

Supervisor Louann Boyer made a motion to approve the Police Pension Budget Resolution 2020-R, seconded by Supervisor Don Knight. Approved Vote 5-0

Discussion occurred regarding having a hearing regarding the rezoning of 5 parcels off of Route 116.

Vice Chair Thomas Weaver made a motion to advertise for a public hearing for the Zoning Ordinance which will rezone approximately 202 acres comprising 5 parcels, the same parcels that were the subject of 2019-A Ordinance, from residential back to agricultural, seconded by Supervisor Louann Boyer. Approved Vote 5-0

The Board unanimously agreed to have Gannett Fleming update the township and zoning map with a suggestion from Supervisor Klunk to make the ag preserve area a different color on the township map.

Vice Chair Thomas Weaver made a motion to accept the proposal of \$4700.00 to retain Martin & Martin as expert testimony for the public hearing, seconded by Supervisor Don Knight. Approved Vote 5-0

Discussion ensued regarding the advantages of retaining a personal planner like Martin & Martin, the cost to retain them as a personal planner and the cost of residential development. Zoning/Code Enforcement Officer, Dave Arndt asked if there were any request from land owners to change the zoning and the Board advised no, not that they are aware.

Discussion occurred regarding the drafted Manager's Ordinance and changes made regarding residency, qualifications and gender neutrality.

Supervisor Louann Boyer made a motion to table action on the Manager's Ordinance, seconded by Chair Charlotte Shaffer.

Approved Vote 4-1
Vice Chair Thomas Weaver voted against

Maintenance Department

The Maintenance report was included in the packet for review. Scott Small, Maintenance Manager, advised Met-Ed fixed the Chapel View Pump Station problem. Discussion occurred regarding Met-Ed failures.

Municipal Authority

The Municipal Authority report for May to June, 2020 was included in the packet for review.

Draft Municipal Authority meeting minutes for June were included in the packet for review.

Township Engineer (Virginia Thorton, Gannett Fleming, Inc.)

The Engineer's report for May was included in the packet for review.

Virginia Thornton advised the Poplar Street project is complete.

Supervisor Don Knight made a motion to approve sending a Letter of Intent for the Army Corps for the Plum Creek Park pollution reduction plan project, seconded by Supervisor Louann Boyer.

Approved Vote 5-0

Vice Chair Thomas Weaver made a motion to approve the change order and payment request for the Poplar Street project, seconded by Supervisor Louann Boyer.

Approved Vote 5-0

Discussion occurred regarding the Comprehensive Plan. Virginia Thornton, Township Engineer, advised that as requested by the Planning Commission, the work already completed and the work needing to be completed on the Comprehensive Plan was reviewed. The cost for Gannett Fleming to update the Comprehensive Plan to include all edits by the Planning Commission and Township staff and put it into a document with oversight from Gannett Fleming's Planning group and engineer, it would be approximately \$6000.00. Vice Chair Thomas Weaver advised he will attend the next Planning Commission meeting to discuss the Comprehensive Plan.

7. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated June 4, 2020.

The Electronic Waste Collection will occur on June 18, 2020 from 11:30 a.m. until 2:30 p.m. at the Township Building.

8. SUBDIVISION/LAND DEVELOPMENT

The Planning Commission draft meeting minutes for June 4, 2020 were included in the packet for review.

Supervisor Thomas Klunk made a motion to accept a resignation request from Harold Hockensmith, seconded by Supervisor Don Knight.

Approved Vote 5-0

Zoning/Code Enforcement Officer, Dave Arndt advised there is now a vacancy on the Planning Commission and the volunteer application is available on the website.

Vice Chair Thomas Weaver made a motion to approve Ordinance 2020-B, Chapter 83, Flood Plain Management Ordinance, recommended by the Planning Commission to approve ordinance as written, seconded by Supervisor Louann Boyer.

Approved Vote 5-0

9. ZONING

There will be no Zoning Hearing Board meeting on July 1, 2020 due to no Zoning Hearing applications.

10. Public Comment

All public comment was received through Facebook.

Ted Bortner provided comment regarding the Pension Board and the responsibilities of the Administrative Officer of Pension.

Kevin Matthews commented on RJ Hall being the point of contact for the Pension.

Ted Bortner suggested SAVES for the hearing.

William Popovich commented on the efficiency of the office to process Right-to-Know request and the reduction in need to process these request if items were online.

Brian Ernst commented on the Attorney fees and comparison to Berwick Township.

Discussion occurred among the Board for those commenting to state if they are Conewago Township residents.

Kelly Altland of Venom Lacrosse commented that they have signed waivers releasing the Township of liability.

Belinda Vega commented regarding her support to retain Martin & Martin.

Ted Bortner advised Harry Roth was the professional that helped with the Comprehensive Plan last update.

William Popovich commented on losing internet during the meeting, the board addressing zoning issues and ordinances without the residents present and liability waivers for the residents to attend meetings.

MEETING SCHEDULE

July 2, 2020 (Planning Commission) 6:00 PM

July 15, 2020 (Public Safety Committee) 8:30 AM

July 15, 2020 (Finance/Operations) 9:30 AM

July 20, 2020 (Workshop) 5:30 PM

July 20, 2020 (Board of Supervisors) 6:30 PM

July 27, 2020 (Public Hearing at SAVES) 6:30 PM

11. ADJOURNMENT

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 9:07 p.m., seconded by Supervisor Louann Boyer.

Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Assistant Secretary/Treasurer