



**4. ADAMS COUNTY HISTORICAL SOCIETY**

Andrew Dalton, Director of the Adams County Historical Society, provided a handout to the Board and gave an overview of the Historical Society and their plans to build a new building. He advised they are looking for assistance with funding for a new building and would appreciate consideration in the 2022 budget. He also provided information on using American Rescue Plan Funds for the project. Discussion occurred.

Andrew Dalton left the meeting at 6:55 p.m.

**REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS**

**Administration**

Scott Small, Maintenance Manager, advised he has a quote for cleaning services from Absolute Clean in his report. The quote for Absolute Clean was higher than that of ASJ.

Supervisor Charlotte Shaffer made a motion to renew the cleaning contract with ASJ, seconded by Supervisor Thomas Klunk.

Discussion occurred regarding this being a 2-year contract.

Vote Approved 4-0  
Supervisor Don Knight abstained

An email from the Department of Environmental Protection (DEP) was included in the packet for review. This email was regarding issuing radon test kits, supplied by the American Lung Association, for residents of Conewago Township. This would require the Township to provide a spreadsheet of resident addresses. Supervisor Charlotte Shaffer questioned the addresses being shared with the American Lung Association. Discussion occurred. Chair Louann Boyer advised she would check with DEP.

A proposal from Zelenkofske Axelrod, LLC for assistance with the American Rescue Plan was included in the packet for review. Discussion occurred.

Trick-or-Treat is scheduled for October 26, 2021 from 6:00 p.m. to 8:00 p.m.

Supervisor Charlotte Shaffer was the township voting delegate for the PSATS Conference. She discussed some items which were voted on and approved or denied. Discussion occurred.

A letter was received from the Pennsylvania Department of Transportation advising the Township's estimated liquid fuels allocation for 2022 is \$218,297.13. This was included in the packet for review.

An email was received from the Auditor General advising the 2021 Volunteer Fire Relief Association allocation is \$39,572.79. This was included in the packet for review. This money has been distributed to SAVES.

**Pension**

An email was received from the Auditor General advising the 2021 General Municipal Pension System State Aid allocation is \$143,918.47. This was included in the packet for review.

**Recreation**

AVO Soccer Club requested use of electric from the Plum Creek Community Park farmhouse to put up a security camera which would face their storage shed. AVO Soccer Club would be willing to make a yearly donation of \$250.00 to cover the electric usage. Discussion occurred and Scott Small, Maintenance Manager, was advised to discuss other options with AVO soccer club.

The National Fitness Campaign (NFC) provided an email presentation and supporting materials for the Board to review. Discussion occurred.

Scott Small, Maintenance Manager, advised he will let them know we are still looking into American Rescue Plan Funds.

### **Stormwater**

Chair Louann Boyer updated the Board on stormwater liens and indicated there were initially 29 past due accounts. Out of the 29 accounts, 9 have paid, 6 are on payment plans, 14 had liens placed on their property and 1 of those properties paid the balance on their account but not the amount of the lien. Discussion occurred.

### **REPORT FROM SECRETARY-TREASURER**

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

Vice Chair Thomas Weaver made a motion to approve the bills paid/to be paid, September 18, 2021 to October 15, 2021, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

### **REPORTS FROM DEPARTMENTS**

#### **Police**

The Police Department's September report and newsletter were enclosed in the packet for review.

Chief Gary Baumgardner advised the Board of the following:

The new Tasers have arrived and have been distributed, and there may be a possible buyback in the amount of \$1800.00 for the old Tasers.

Three applications were received for a police officer position. Two of the individuals have passed the test. Interviews will occur on October 23, 2021 at 8:00 a.m.

The Drug Take Back event will occur on October 23, 2021 at 10:00 a.m.

Annual Precision Firearms Qualifications are complete.

Officer Bevenour received acknowledgement of professional police service for his work in his fatal accident investigation which occurred over a year ago.

The Police Department will be coordinating with SAVES for Trick-or-Treat.

The monthly newsletter is on trick-or-treat safety.

Discussion occurred regarding the homeschool group that toured the Police Department. Chief Gary Baumgardner advised he had another group inquire on touring but had to reschedule due to manpower.

#### **Township Solicitor Lee Stinnett**

Solicitor Lee Stinnett advised the hydrant agreement, Resolution 2021-Z should be in the packet. He explained this will authorize the appropriate staff to take steps needed to take over ownership of the hydrant at 210 Blettner Avenue by Conewago Township. The deed of dedication is needed, and Gannett Fleming will need to provide the meets and bounds for an easement area. This is a public hydrant and Hanover Borough will not be seeking any arrears from prior unpaid bills on the hydrant.

Supervisor Charlotte Shaffer made a motion to amend the agenda to include Resolution 2021-Z seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve Resolution 2021-Z as presented, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

## **Maintenance Department**

The Maintenance report was included in the packet for review.

Scott Small, Maintenance Manager, advised the Board of the following:

A quote was received from the contractor for last month's approved work to be done at the Plum Creek Community Park. Out of the 5 items quoted, maintenance will be doing 2 of the items to save money or use a different contractor.

Two quotes were received to complete the Blettner Basin fencing. One of the quotes was from a Costars vendor in the amount of \$8,700.00 and the other quote, was a verbal quote from the original contractor in the amount of \$5,000.00 to \$6,000.00. Scott Small, Maintenance Manager, advised he would like approval not to exceed \$8,700.00 and upon receiving the other proposal, permission to go with that proposal.

Lee Stinnett, Solicitor, advised waiting until the Engineer's section to take action.

Discussion occurred on the removal of the grills and the fencing for the basketball courts from the Plum Creek Community Park quote. Discussion occurred.

Kristie Miller of AVO Soccer Club left the meeting at 7:24 p.m.

Kindig Lane will be closed November 1<sup>st</sup> to November 3<sup>rd</sup> at the railroad tracks.

Scott Small is still waiting on quotes for the alarm system. Discussion occurred.

Discussion occurred regarding timeline for the 5 park items discussed prior.

## **5. CODE ENFORCEMENT**

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated October 13, 2021.

Dave Arndt discussed the waste hauler contract and advised that Adams County is able to complete all pre-bid items like the bid packet however, they are not able to do the bidding process for the Township. He advised he will need to know if the Board would like to use Penn Bid or a paper bid for the bidding process. Discussion occurred.

Supervisor Charlotte Shaffer made a motion to authorize Gannett Fleming to do the Penn Bid for the waste contract, seconded by Chair Louann Boyer. Discussion occurred.

Dave Arndt advised the Board that if Gannett Fleming does not do the PennBid, then the Township will do it.

Supervisor Charlotte Shaffer made a motion to amend the motion to add if Gannett Fleming is not able to do the Penn Bid, it would default to the Township, seconded by Chair Louann Boyer.

Discussion occurred.

Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to authorize Gannett Fleming to do the Penn Bid for the waste contract. If Gannett Fleming is not able to do the Penn Bid, it would default to the Township, seconded by Chair Louann Boyer Approved Vote 5-0

Notification has been received that the Township will be receiving the recycling grant money in the amount of \$27,946.67.

Jeffrey Krug, Assistant Code Enforcement Officer, will be ending his probation as of tomorrow. Dave Arndt, Zoning/Code Enforcement Officer recommended removing Jeffrey Krug from probationary status to regular status.

Vice Chair Thomas Weaver made a motion to approve taking Jeffrey Krug off of probation, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Angela Pabon, Secretary/Treasurer asked if this includes a .50 cent increase. The Board verified this raise will start the next pay period on Wednesday.

No Engineering RFPs have been received to date. The deadline is November 5, 2021.

#### **6. SUBDIVISION/LAND DEVELOPMENT**

The Planning Commission draft meeting minutes for October 7, 2021 were included in the packet for review.

Supervisor Charlotte Shaffer made a motion to approve the plan action deadline for Eagle Rock LDP to December 31, 2021, seconded by Supervisor Don Knight. Approved Vote 5-0

There were 3 other waivers on the agenda for Eagle Rock, however, Eagle Rock asked that these waivers be tabled until a later time. Discussion occurred on the Board not needing to table the waivers.

Supervisor Charlotte Shaffer made a motion to approve the waiver request from Chapel Meadows from Section 135-40.E.5 to allow double piping for the stormwater system as recommended by the Planning Commission, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve section 135-40.I.6 , waiver request from Chapel Meadows, to allow the outlet structure to dewater stormwater management facilities within 72 hours, seconded by Chair Louann Boyer.

Discussion occurred and Harry McKean explained DEP's requirements. Approved Vote 5-0

#### **7. ZONING**

There will be two zoning hearings held on November 3, 2021 at the Zoning Hearing Board meeting.

The Adams County Cog's Legislative forum meeting will occur on October 28, 2021 at 6:30 p.m. at the Adams County Training Center. Discussion occurred regarding who will attend.

#### **Township Engineer (Kevin Fox, Gannett Fleming, Inc.)**

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

Kevin Fox advised the Board that the Blettner Basin project is substantially completed but the contractor will still need to seed. We are no longer within the growing season for grass this year.

Vice Chair Thomas Weaver made a motion to approve the application for payment for the Blettner Basin Retrofit in the amount of \$100,063.25, seconded by Supervisor Charlotte Shaffer.

Approved Vote 5-0

Kevin Fox advised Gannett Fleming is reaching out to 2 property owners near Plum Creek Community Park regarding the Army Corp of Engineers study. He needs confirmation if they will or will not be participating in the study.

Vice Chair Thomas Weaver made a motion to amend the agenda to include for the Maintenance Manager to remove 2 items from the Plum Creek Community Park proposal in the amounts of \$2,270.00 and \$3,400.00, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Kevin Fox, Gannett Fleming Engineer, advised this would make the proposal a total of \$22,000.00.

Vice Chair Thomas Weaver made a motion to approve the change order for this contract, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Kevin Fox provided a Comp Plan update and advised the report is on the website. Bob Miller of 3176 Hanover Road asked where the comprehensive survey results are located. He was advised it is on the website.

Vice Chair Thomas Weaver made a motion to amend the agenda to include in the engineers report the Blettner Basin fencing, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Vice Chair Thomas Weaver made a motion to approve the Blettner Basin fencing and removal of 2 items from the proposal as presented, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

**8. New Business**

No new business was discussed.

**9. Old Business**

No old business was discussed.

**10. Public Comment**

No public comment was provided.

**MEETING SCHEDULE**

The incorrect schedule was printed on the agenda.  
Chair Louann Boyer provided the correct schedule as follows:  
November 3, 2021 (Zoning Hearing Board) 6:00 P.M.  
November 4, 2021 (Planning Commission) 6:00 P.M.  
November 10, 2021 (Public Safety Committee) 8:30 A.M.  
November 10, 2021 (Finance/Operations) 9:30 A.M.  
November 15, 2021 (Workshop) 5:00 P.M.  
November 15, 2021 (Board of Supervisors) 6:30 P.M.

Chair Louann Boyer advised there will also be a Special Budget meeting that will be discussed and advertised.

**ADJOURNMENT**

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 7:53 p.m., seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Secretary/Treasurer