

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS

541 OXFORD AVENUE

HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING AUGUST 16, 2021

Chair Louann Boyer 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:

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

The following appointed Township professionals were also in attendance:

Lee Stinnett, Township Solicitor	Police Chief Gary Baumgardner
Scott Small, Maintenance Manager	Dave Arndt, Zoning/Code Enforcement Officer
Angela Pabon, Secretary/Treasurer	Kevin Fox, Gannett Fleming Engineer– Arrived at 7:18 p.m.

The meeting was Facebook livestreamed and open to the public.

Approximately 13 people were in attendance including: Tony Eline of 12 Linden Avenue, Harry McKean for Chapel Meadows, Bob Miller of 3176 Hanover Pike, Fred Wilke of 248 Oxford Avenue, Regina Digrian of 250 Puma Drive, Amy Redding of Hanover Soccer Club, Danielle and Derek Romanoff of 5865 Hanover Road, Michael Hagerman of 81 Panther Drive, Mark Livelsberger of SAVES, Joshua Nelson- Community Life Team Operations Manager for Adams and Hanover, Christina Courville and Sarah Clark of New Oxford Boys Youth Lacrosse.

PUBLIC COMMENT ON AGENDA ITEMS

Fred Wilke of 248 Oxford Avenue commented on offering time for public comment during each agenda item.

The Board discussed the public comment period currently given.

Bob Miller of 3176 Hanover Pike commented on supporting Mr. Wilke’s comment. He also asked if there has been any discussion on the use of the American Rescue Plan Fund money.

Lee Stinnett, Township Solicitor, advised many are now receiving the money and there is going to need to be a process to identify projects. Discussion occurred regarding projects, record keeping, committees and spending of the American Rescue Plan Fund money.

Michael Hagerman of 81 Panther Drive commented on the AREMS presentation and if the Board is looking at other places for information.

Vice Chair Thomas Weaver responded regarding the Board gathering information from AREMS and he expressed interest in bringing in several EMS models.

Chair Louann Boyer commented on inviting others like Community Life Team.

Supervisor Charlotte Shaffer advised she was not aware of this until she saw it on the agenda.

Discussion occurred.

Mark Livelsberger of SAVES commented on the EMS briefing that occurred at SAVES.

Vice Chair Thomas Weaver advised that the briefing was given by Mark Livelsberger and himself.

1. MINUTES

Vice Chair Thomas Weaver made a motion to approve the July 19, 2021 Workshop and Regular meeting minutes, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

2. COMMUNICATIONS AND INTERACTIONS

The SAVES July report was included in the packet for review. Chair Louann Boyer thanked Vice Chair Thomas Weaver for attending the Public Safety and Finance/Operations meeting while she was on vacation.

The July 2021 PSATS News Bulletin was included in the packet for review and available on the website.

A correspondence received on July 26, 2021 from Steve Smith regarding development was included in the packet for review.

Discussion occurred regarding placing Steve Smith's correspondence on the website with the address omitted.

A thank you letter received on August 4, 2021 from the Sneeringers', regarding road work, was included in the packet for review.

Chair Louann Boyer advised correspondence must be signed in order to be recognized at the Board meeting.

3. REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

The SAVES Financial Report was included in the packet for review and also on the Township website.

A request for funds from the Historical Society was included in the packet for review. The Historical Society requested \$37,838.00 from the American Rescue Plan Fund money. Discussion occurred.

A request for funds from Guthrie Memorial Library was included in the packet for review. They requested a fair share contribution of 6.12% or \$22,826.13. Discussion occurred.

A volunteer application received from Averlon Hinds for the Recreation Committee was included in the packet for review.

A volunteer application received from Thomas Sheaffer for various areas was included in the packet for review.

Chair Louann Boyer advised the volunteers will be contacted to meet.

RECREATION

Hanover Soccer Club

Amy Redding of the Hanover Soccer Club discussed use of the Plum Creek Fields for the Hanover Soccer Club program. Discussion occurred regarding the request for 20 acres of parking and playing area, 8 to 9 months to prepare fields and setting up a meeting with Scott Small, Maintenance Manager, regarding mapping out the request.

Lee Stinnett, Township Solicitor suggested looking at other parks with soccer clubs.

Dave Arndt, Zoning/Code Enforcement Officer, suggested getting the Recreation Committee set-up.

New Oxford Boys Youth Lacrosse

Sarah Clark of the New Oxford Boys Youth Lacrosse provided the Board with a thank you plaque and requested the continued use of the Plum Creek Community Park for their lacrosse program.

Discussion occurred regarding practice days and months, placing a shed at the park, getting Conewago Enterprise to level the fields, tree planting and placing sponsor flags around field during games.

Scott Small, Maintenance Manager, advised the maximum size for a shed would be 250 square feet and the club would not be able to level the fields because this would require an NPDES permit.

The Board advised creating a new contract and agreed sponsor flags would be allowed during games.

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

Supervisor Charlotte Shaffer made a motion to approve the bills paid/to be paid for July 17, 2021 to August 12, 2021, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

4. REPORTS FROM DEPARTMENTS

- **Police**

The Police Department's July report and Monthly Newsletter were enclosed in the packet for review. Chief Gary Baumgardner advised the stats are online.

Police Chief Gary Baumgardner advised of the following:

There are currently 20 open investigations.

National Night out occurred on August 3, 2021 in the Pet Smart parking lot and went well.

Officer evaluations are currently being completed.

The monthly newsletter is on back-to-school safety.

Sgt. O'Brien will be taking Chief's place at the September 20th Board of Supervisors meeting.

At Public Safety, Chief asked about acquiring a portion of the American Rescue Fund money to be used for Tasers and on-body cameras which would both be under \$50,000.00. Discussion occurred.

Chief Gary Baumgardner asked for a vote from the Board to start the hiring process for an Officer.

Supervisor Don Knight made a motion to approve advertising for a police officer position, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

- **Township Solicitor Lee Stinnett**

Lee Stinnett, Township Solicitor advised a letter has been sent to the trash hauler regarding penalties for unsatisfactory service. No response has been received at this time.

- **Maintenance Department**

The Maintenance report was included in the packet for review.

Maintenance Manager, Scott Small advised of the following:

The contractor for the Blettner Basin project has submitted a letter of substantial completion to the Engineer for review. Weather permitting, the anticipated finish date is August 20, 2021.

The punch list for Chapel Ridge, Phase III, was submitted to Verne Leese.

They are currently working on documentation for Chapel Ridge, Phase II road dedication for next month's meeting.

Chapel Ridge, Phase III is tentatively set to be paved in mid-September for dedication in the Spring of 2022.

Scott Small, Maintenance Manager, advised an agreement and diagram for 3100 trees, 11.3 acres, to be planted at Plum Creek Community Park is included in the packet. The agreement will need to be signed by the Chair of the Board.

Vice Chair Thomas Weaver made a motion to enter an agreement with the Alliance and DCNR for the tree planting, seconded by Supervisor Charlotte Shaffer. Discussion occurred.

Approved Vote 5-0

Dave Arndt, Zoning/Code Enforcement, advised the incorrect address is on the tree mapping but the correct address of 180 Airport Road is on the agreement. He checked with Adams County to confirm.

Discussion occurred regarding the aesthetics of the Blettner Basin project and safety without the chain link fence. Scott Small, Maintenance Manager, advised the question on safety did arise with the prior Solicitor and most Basins do not have fencing. He also advised it is easier to maintain and more aesthetically appealing without the fencing.

5. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated August 11, 2021.

Yard Waste collection will occur on August 18th or 19th depending on the residents trash pick-up days.

The Electronic Drive will take place at the Township Building on September 18, 2021 from 9 a.m. to 12 noon. Accepted items are listed on the website.

Dave Arndt, Zoning/Code Enforcement Officer, advised, regarding the waste hauler contract, he has not received any changes for the bid form or contract but needs to report to Adams County tomorrow regarding the electronic events going from 4 to 2 events per year.

Vice Chair Thomas Weaver made a motion to amend our Electronic collection to 2 per year, seconded by Supervisor Charlotte Shaffer.

Approved Vote 5-0

6. SUBDIVISION/LAND DEVELOPMENT

There was no Planning Commission meeting for August.

Dave Arndt, Zoning/Code Enforcement Officer, advised surveys have been sent out in the Merchandiser and are available on the township website or in the township office. Kevin Fox, Gannett Fleming Engineer, advised we received approximately 120 electronically and Dave Arndt, Zoning/Code Enforcement Officer, advised we received approximately 80 in the office. September 1, 2021 is the last day the Township will be accepting the surveys. Discussion occurred.

Fred Wilke of 248 Oxford Avenue provided comment on the survey questions.

Arrows Pointe – Preliminary Plan

A letter dated July 27, 2021 was received requesting a time extension for plan action until October 31, 2021 to allow the applicant time to respond to review comments.

Vice Chair Thomas Weaver made a motion to approve the Arrows Pointe extension request for plan action until October 31, 2021, seconded by Supervisor Don Knight. Approved Vote 5-0

Fred Wilke of 248 Oxford Avenue asked about the amount of extensions provided and how many they are allowed.

Mr. Wilke was advised by Dave Arndt, Zoning/Code Enforcement Office that this is at least the 2nd extension request and Lee Stinnett, Township Solicitor, advised they can continue asking for extensions as long as they are acting in good faith to diligently address township comments.

Ram Drive – Precision Cut bond amount

Supervisor Charlotte Shaffer made a motion to approve the public improvement security estimate for 214 Ram Drive, Precision Cut, in the amount of \$177,349.70 as recommended by the Township Engineer, seconded by Supervisor Don Knight. Approved Vote 5-0

7. ZONING

Dave Arndt, Zoning/Code Enforcement Officer, advised there will be two zoning hearings on September 1, 2021 at 6:00 p.m.

One hearing is for a setback variance for the property at 370 Church Street and the other is for a special exception use variance for the property at 701 Third Street.

Fred Wilke of 248 Oxford Avenue commented on 370 Church Street and parking. Dave Arndt, Zoning/Code Enforcement Officer, discussed the parking and explained the setback variance request.

Dave Arndt, Zoning/Code Enforcement Officer, advised the property at 701 Third Street, which is Rose's Pizza, is requesting a special exception use variance for a boutique and DIY crafts business.

8. Township Engineer (Kevin Fox, Gannett Fleming Engineer)

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

Kevin Fox, Gannett Fleming Engineer, advised the Board of the following:

The preliminary survey results will be available to the Planning Commission on September 2, 2021.

Mitchell Knorr Contracting has submitted their first application for payment for the Blettner Basin Project in the amount of \$77,320.75 and Gannett Fleming recommends payment.

Vice Chair Thomas Weaver made a motion to approve payment to Mitchell Knorr Contracting for the Blettner Basin Project in the amount of \$77,320.75, seconded by Supervisor Charlotte Shaffer.

Approved Vote 5-0

Kevin Fox, Gannett Fleming Engineer, advised he is finishing his investigation on the Church Street Stormwater and will have a letter for the Board tomorrow.

A request has been received for payment of the Plum Creek Park project. The amount has been reduced to the amount of \$134,464.32 and Gannett Fleming recommends payment.

Vice Chair Thomas Weaver made a motion to approve payment for the Plum Creek Park Project in the amount of \$134,464.32, seconded by Supervisor Don Knight. Approved Vote 5-0

9. New Business

Angela Pabon, Secretary/Treasurer advised a new server was purchased and installed. Discussion occurred on this item being in the budget and ratifying the action. Lee Stinnett, Township Solicitor, advised it will be approved in the bills paid report which is sufficient.

Supervisor Thomas Klunk asked Chief Baumgardner about any changes in schools this year. Chief Baumgardner advised the township still owns the crossing guards so they are provided with a brief training and equipment is checked to make sure it is up to date. He also advised they are looking to hire a substitute crossing guard.

10. Old Business

Chair Louann Boyer advised the September stormwater bills will need to go out this billing since we do not have information yet.

Supervisor Charlotte Shaffer suggested that between now and the next meeting look into how much Stormwater funding we currently have and obligations in projects. Kevin Fox, Gannett Fleming Engineer advised he can do that.

Vice Chair Thomas Weaver commented on prior discussions regarding getting comprehensive data of the Stormwater reserves and obligations for budget time.

11. Public Comment

Amanda Topper asked how to apply to be on the Rec Committee.

Chair Louann Boyer and Angela Pabon, Secretary/Treasurer advised you can apply under applications/forms online or there are paper copies in the township office.

John Topper asked the same question as Amanda Topper.

Lindsay Jacoby asked who is leaving.

Chair Louann Boyer advised that there may be a detective leaving. Supervisor Charlotte Shaffer added he was on the ballot for a judicial position.

Fred Wilke of 248 Oxford Avenue asked the Engineer to what Church Street Stormwater is referring. Kevin Fox, Gannett Fleming Engineer, responded the Board asked engineering to investigate a stormwater issue on Church Street in a residential area.

Bob Miller of 3176 Hanover Pike expressed his disappointment with the continued stormwater billing. He also commented on the rec fields and cost to maintain those fields.

Fred Wilke of 248 Oxford Avenue commented on the use of the hangar at the Plum Creek Park. Chair Louann Boyer responded advising the hangar is not being used currently because it is not structurally sound. Discussion occurred.

Mark Livelsberger, President of SAVES, provided a timeline of SAVES EMS discussions. Discussion occurred.

Joshua Nelson, Community Life Team Operations Manager for Adams and Hanover, asked if there is a time when the Board would like Community Life Team to do a presentation and if the Board had any concerns regarding Community Life Team. Discussion occurred.

Vice Chair Thomas Weaver made a motion to have Community Life Team come in at the workshop next month to do a presentation, seconded by Supervisor Don Knight. Approved Vote 5-0

Discussion occurred and Joshua Nelson, Community Life Team Operations Manager for Adams and Hanover, advised he will not be able to attend that meeting, however, he would be able to come to the October 18th workshop meeting. The Board agreed to them presenting at the October workshop.

Chair Louann Boyer invited SAVES to attend the October meeting for the presentation.

Joshua Nelson, Community Life Team Operations Manager for Adams and Hanover, asked if there are any questions or comments for Community Life Team about their service.

Vice Chair Thomas Weaver and Chair Louann Boyer advised there are no concerns. Discussion occurred.

Lindsay Jacoby commented on the livestream cutting out.

Jay Jay commented having horseshoe pits at the new park.

Leonard Stiffler commented on how to obtain a water runoff survey.
Chair Louann Boyer advised he would need to call an Engineer if it was for his property.

Leonard Stiffler commented on a water runoff survey of 500 square feet done on another property.

12. MEETING SCHEDULE

September 1, 2021 (Zoning Hearing Board) 6:00 PM
September 2, 2021 (Planning Commission) 6:00 PM
September 13, 2021 (Municipal Authority) 5:30 PM
September 15, 2021 (Public Safety Committee) 8:30 AM
September 15, 2021 (Finance/Operations) 9:30 AM
September 20, 2021 (Workshop) 5:00 PM
September 20, 2021 (Board of Supervisors) 6:30 PM

13. ADJOURNMENT

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 8:25 p.m., seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Secretary/Treasurer