

**CONEWAGO TOWNSHIP BOARD OF SUPERVISORS**

**541 OXFORD AVENUE**

**HANOVER, PA 17331**

**BOARD OF SUPERVISORS REGULAR MEETING NOVEMBER 20, 2023**

Chair Charlotte Shaffer called the meeting to order at 6:33 p.m. The meeting began with the Pledge of the Flag, followed by a moment of silence.

The following Supervisors were in attendance:

Chair Charlotte Shaffer                      Vice Chair Louann Boyer                      Thomas Klunk  
Don Knight – via Phone at 6:41 pm                      Eugene Zeyn

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

Dave Arndt, Township Manager/Zoning Officer  
Tammy Bittle, Secretary/Treasurer  
Lee Stinnett, Township Solicitor, Salzman Hughes  
Nathan Simpson, Township Engineer, C.S. Davidson Inc.  
Gary Baumgardner, Chief of Police  
Scott Small, Maintenance Manager

Attendance: Approximately 5 people were present.

**1 PUBLIC HEARING – ADOPTION OF ORDINANCE 2023-C FOR AN ORDINANCE OF THE BOARD OF SUPERVISORS OF CONEWAGO TOWNSHIP, ADAMS COUNTY, PENNSYLVANIA, UPDATING CHAPTER 76 “STORMWATER MANAGEMENT” OF ITS CODE OF ORDINANCES**

The public hearing was called to order by Solicitor Lee Stinnett of Salzman Hughes at 6:39 p.m. Bob Miller of 3176 Hanover Pike mentioned that exhibit “A” is not on the website. Township Manager, Dave Arndt provided Bob Miller with a copy of exhibit “A”. Solicitor Lee Stinnett adjourned the hearing at 6:44 p.m.

**2 Public Hearing**

Supervisor Klunk made a motion to approve the adoption of Ordinance 2023-C to update Chapter 76, “Stormwater Management” of its Code of Ordinances, seconded by Supervisor Zeyn.

**Approved 5-0**

**3 Public Comment for Agenda Items**

No public comment was provided.

**4 Minutes**

Supervisor Boyer made a motion to approve the October 16, 2023 workshop and regular meeting minutes, seconded by Supervisor Klunk.

**Approved 5-0**

**5 Communication & Interaction**

The SAVES October Report was included in the packet and available on the township’s website. Acknowledgement was made that the township received the 2022 financial report from SAVES. Donation requests were received from Adams County Economic Alliance, SAVES, Shining Stars Ministries, Adams County Historical Society, Gutherie Memorial Library and Adams County SPCA. A volunteer application was received from Muhammad Ashraf.

**6 Reports and/or comments from Supervisors**

Nothing to report.

**7 Secretary/Treasurer’s Report**

Supervisor Zeyn made a motion to approve the Secretary/Treasurer’s Report, seconded by Supervisor Boyer. **Approved 5-0**

Supervisor Zeyn made a motion to approve the bills paid/to be paid from 10/17/2023 to 11/20/2023, seconded by Supervisor Boyer. **Approved 4-0**

Supervisor Klunk stepped out of the meeting at 6:46 p.m. and returned at 6:49 p.m.

**8 Reports from Departments**

**Police Department**

The October police report was included in the packet and available on the township’s website.

Toys for Tots – Stuff the Squad Car Event will be held on Saturday, December 9, 2023 from 12 PM till 4 PM at the municipal building.

Thank you cards were sent to Detective Bevenour for reading to students at the Conewago Elementary School.

**Township Solicitor (Lee Stinnett)**

Solicitor Lee Stinnett provided an update on the Sunshine Act regarding amending meeting agendas. Agendas are only allowed to be amended for emergency items or de minimis items.

**Maintenance Department**

Maintenance Manager, Scott Small thanked Township Manager, Dave Arndt for requesting him to provide a more detailed maintenance department report to the board.

Supervisor Shaffer thanked the maintenance department for quickly fixing the manhole ring that came off a manhole on S. Allwood Drive and was laying in her yard.

**8 Manager/Zoning & Code Enforcement**

The monthly Zoning/Code Enforcement report dated 10/11/2023 to 11/15/2023 was included in the packet for review.

Township Manager, Dave Arndt acknowledged an email that he received from Lisa Cardwell thanking Chief Baumgardner for his professionalism handling a personal case of hers.

**9 Subdivision & Land Development**

Supervisor Klunk made a motion to approve a waiver request submitted by the Hanover Soccer Club requesting a waiver from Section 135-9.B, Plan Submission Procedures, to allow a Stormwater Management Plan be submitted instead of a Land Development Plan for the construction of their parking lot, second by Supervisor Zeyn. **Approved 5-0**

**10 Zoning**

There will be a Zoning Hearing held on December 6, 2023 for a Special Exception from Section 155-7, to allow for a tattoo parlor to be located at 99 W Eisenhower Drive.

**11 Township Engineer**

Nate Simpson will have a proposed MS4 fee structure for commercial properties at next month’s workshop meeting.

Nate Simpson provided an update on the Army Corps Project Management Plan.

**12 New Business**

No new business to discuss.

**13 OLD Business**

No old business to discuss.

**14 Public Comment**

Bob Miller of 3176 Hanover Pike asked about the 2022 Audit. Mr. Miller was advised that the township did not receive the 2022 Audit as of this date.

**15 MEETING SCHEDULE**

**December 6, 2023 (Zoning Hearing Board Meeting) 6:00 PM**

**December 7, 2023 (Planning Commission Meeting) 6:00 PM**

**December 11, 2023 (Municipal Authority Meeting) 5:30 PM**

**December 13, 2023 (Public Safety Meeting) 8:30 AM**

**December 13, 2023 (Finance/Operations) 9:30 AM**

**December 18, 2023 (Workshop) 5:00 PM**

**December 18, 2023 (Board of Supervisors) 6:30 PM**

**16 Adjourn**

Supervisor Klunk made a motion to adjourn the meeting at 7:06 p.m., seconded by Supervisor Zeyn.

**Approved 5-0**

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer