

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS

541 OXFORD AVENUE

HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING MAY 20, 2024

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	Brendan McCall	

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, Salzmann Hughes

Gary Baumgardner, Chief of Police

Scott Small, Maintenance Manager

Attendance: Approximately 6 people were present.

1 PUBLIC HEARING – To consider 100 N. Blettner Avenue as a designated area within the municipal boundaries in accordance with the Local Economic Revitalization Tax Assistance Act. Joe Holland, of Holland Construction advised the board that they are working with DEP to receive approval to develop due to a contamination issue on an adjoining property in Penn Township, York County.

2 Public Hearing
Supervisor Boyer made a motion to approve the adoption of Resolution 2024-J, establishing the portion of 100 Blettner Avenue, Parcel ID 08L15-0060-000, located within the municipal boundaries as a deteriorated area exempt from taxation consistent with Ordinance 2024-A, seconded by Supervisor McCall. **Approved 5-0**

3 Public Comment for Agenda Items
No public comment was provided.

4 Minutes
Supervisor McCall made a motion to approve the April 15, 2024, regular meeting minutes, seconded by Supervisor Boyer. **Approved 5-0**

5 Communication & Interaction
The SAVES April Report was available on the township’s website. Letters were received from Don Sneeringer and Scott M. Aaronson, Esq. Andrew Smith, of 344 Third Street was present to discuss a mural that is being completed by the Guthrie Memorial Library. Discussion occurred on the topic.

6 Reports and/or comments from Supervisors
Administration –
Township Manager, Dave Arndt advised the board that Jeff Krug, Assistant Code Enforcement Officer has resigned as part-time Code Enforcement Officer due to moving out of state. This position is now open and waiting to be filled.
A proclamation recognizing National Police Week 2024 was included in the packet.

7. Recreation

The Venom Lacrosse Cheetah Park Facilities Agreement was tabled until next month due to no one from the club in attendance to discuss the agreement.

A request to use Cheetah Park was received from Yutzy Pickleball. Supervisor Shaffer asked if they could come to the June Workshop Meeting to provide more details. Township Manager, Dave Arndt stated he will contact Yutzy Pickleball and invite them to the June Workshop Meeting.

8 Secretary/Treasurer’s Report

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

Supervisor Klunk made a motion to approve the bills paid/to be paid from 4/16/2024 to 5/20/2024, seconded by Supervisor McCall. **Approved 5-0**

9 Reports from Departments

Police Department

The April Police Report was available on the Township’s website.

Supervisor Boyer made a motion to approve Ordinance 2024-B, Amending the Township Police Retirement Plan seconded, by Supervisor Knight. **Approved 5-0**

Township Solicitor (Lee Stinnett)

Solicitor Lee Stinnett opened the three bids received for the roof replacement for the Conewago Township Administrative Building. The results were as follows;

NSI - \$30,000.00

Foster & Foster - \$40,810.00 – Bid was incomplete. The dollar amount was missing from Article 4

H&P - \$49,913.03

NSI was lowest bidder. The Township Solicitor was authorized by the board to move forward in preparing for a bid approval at the June Board of Supervisors meeting.

Solicitor Lee Stinnett provided an update on the 5607 Hanover Road property. He is working with the county on the back taxes and is hoping to have an update at the June meeting.

Solicitor Lee Stinnett asked to review the Solar Panel Ordinance Draft that was provided at the meeting by Supervisor Shaffer to make sure what is being proposed is legal. Supervisor Shaffer mentioned she wants to make it as hard as possible for solar fields to be installed in Conewago Township. Lee Stinnett reminded Supervisor Shaffer that the Township has to have a zone district where solar fields are permitted and how they are permitted such as by permitted use, special exception or conditional use.

Maintenance Department

Maintenance Manager, Scott Small advised the traffic study on Kindig Lane, Madison Street and Oxford Avenue has been completed but not in time for the required advertising before the meeting.

The ordinance amendment will be advertised to be acted on at the June 17, 2024 meeting.

The Conewago Township Administrative Building parking lot will be sealed coated and line painted the weekend of May 25, 2024.

Grass clippings are still being blown into the streets. Supervisor Shaffer asked Chief Baumgardner to cite these residents.

10 Manager/Zoning & Code Enforcement

The monthly Zoning/Code Enforcement report dated 4/12/2024 to 5/15/2024 was included in the packet for review.

11 Subdivision & Land Development

Supervisor Boyer made a motion to approve Resolution 2024-K, Commendation and Appreciation for Richard “Dick” Neiderer who served on the planning commission for so many years, seconded by Supervisor Klunk. **Approved 5-0**

Supervisor Boyer made a motion to approve the deed transfer of 608 Oxford Avenue – Connection to Maple Drive “Parcel A”, which deeds Parcel A, of the Oak Hills Subdivision from the Township to the property owner of 608 Oxford Avenue, per the approved and recorded Oak Hills Subdivision Plan, seconded by Supervisor McCall

**Approved 4-1
Supervisor Shaffer denied.**

12 Zoning

13 Township Engineer

A resignation notice was received from C. S. Davidson. Township Engineer RFP’s were received. Township Manager Dave Arndt stated the staff recommends the appointment of Keller Engineers, Inc. Supervisor Klunk made a motion to appoint Keller Engineers, Inc. as the Township Engineer for Conewago Township starting May 21, 2024, seconded by Supervisor Boyer.

Approved 5-0

14 New Business

No new business to discuss.

15 OLD Business

No old business to discuss.

16 Public Comment

No public comment provided.

17 MEETING SCHEDULE

- June 5, 2024 (Zoning Hearing Board Meeting) 6:00 PM**
- June 6, 2024 (Planning Commission Meeting) 6:00 PM**
- June 10, 2024 (Municipal Authority Meeting) 5:30 PM**
- June 12, 2024 (Public Safety Meeting) 8:30 AM**
- June 12, 2023 (Finance/Operations) 9:30 AM**
- June 17, 2023 (Workshop) 5:30 PM**
- June 17, 2023 (Board of Supervisors) 6:30 PM**

18 Adjourn

Supervisor Klunk made a motion to adjourn the meeting at 7:22 p.m., seconded by Supervisor Boyer. **Approved 5-0**

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer