CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
541 OXFORD AVENUE
HANOVER, PA 17331
www.conewagotwp.org

BOARD OF SUPERVISORS REGULAR MEETING, MARCH 16, 2015

Chairman LeGore called the meeting to order at 7:00 pm with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Robert LeGore, Chairman	Don Knight, Vice Chair	Ted Bortner
Louann Boyer	Deb Ernst	

The following appointed Township professionals were also in attendance:
Jim Yingst, Solicitor — Eric Mains, Township Engineer
Keith E. Whittaker, Sec. /Treasurer
David Arndt, Jr., Zoning Officer/ Code Enforcement Officer (CEO)

There were 3 persons total in the audience including 1 employee, Maintenance Manager Small. The Gettysburg Times reporter was present.

1. MINUTES

Supervisor Boyer made motion to approve the amended draft minutes from the March 16, 2014 workshop and regular meeting. Supervisor Bortner seconded the motion. VOTE 5-0

2. COMMUNICATIONS AND INTERACTIONS

- There are vacancies on the Board of Elected Auditors and on the Vacancy Board.
- The Township received SAVES monthly report for March 2015.
- PSATS Resolutions for the Annual Educational Conference and Trade Show
- Information received from the Adams County Library regarding a study done by the York County library System.
- Hanover Area YMCA- Information regarding the Kids Come First Campaign. **Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to make our annual donation in September to the Hanover YMCA.** No discussion. **VOTE 5-0**
- Letter from Ms. Ellen Dayhoff, Agricultural Land Preservation, thanking the Supervisors for participating in the Township Participation Meeting.
- FYI- Hanover Borough Ordinance 2215- water rate increase

3. REPORTS FROM SUPERVISORS

Supervisor Bortner- No report.
Supervisor Boyer- No report.
Supervisor Ernst- No report.
Vice Chair Knight- No report.
Chairman LeGore- No report.

4. REPORT FROM COMMITTEES

Administration (Ernst/Knight) – Supervisor Ernst made motion, of which was seconded by Supervisor Bortner, to send a letter of response to the Township Manager advising the non-conformance to the personnel manual. No discussion.
VOTE 5-0

Supervisor Knight advised the Board of Supervisors (BOS) that the staff is doing a fine job since the resignation of the Manager.

Public Safety (LeGore/ Bortner) – Chairman LeGore asked for a motion to ratify the action of the Secretary/ Treasurer for sending a letter to Officer Duncan on April 9, 2015 denying the request for the educational bonus on behalf of the Public Safety Committee.
Supervisor Bortner made motion, of which was seconded by Supervisor Ernst, to ratify the action of the Secretary/ Treasurer of sending a letter to Officer Duncan on April 9, 2015 denying the request for the educational bonus on behalf of the Public Safety Committee. No discussion.
VOTE 5-0

Recreation (Knight/Ernst) –Supervisor Ernst advised the BOS on Saturday the Delone Catholic Interact Club planted 135 trees that were donated by the Rotary Club and the Adams County Conservation District and help clean up the recreation park.

Supervisor Ernst advised the Preserves HOA would like to donate 4 acres of land to the Township and asked for a motion to accept the donation.
Supervisor Knight made motion, of which was seconded by Supervisor Boyer, to accept the 4 acres of land from the Preserves HOA contingent on an agreement approved by the Solicitor. No discussion.
VOTE 5-0

Agricultural Preservation (Bortner/Knight) – No report.

Roads (Bortner/Knight) –Supervisor Bortner advised the Road Committee has been at work modifying the road plan. The Committee has also been looking at several options to help preserve the road throughout the Township. Supervisor Bortner also gave kudos to the Maintenance Department in the repairing of the crack sealer.

5. REPORT FROM SECRETARY-TREASURER

Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to approve the Treasurer Report as presented. No discussion.
VOTE 5-0

The Secretary/ Treasurer advised the BOS of the settlement agreement between Adams County and Utz Potato Chip Co. The Township has been ordered to refund real estate taxes in the amount of $25,430.02. The Secretary/ Treasurer asked for a motion to authorize the refund of real estate taxes in the amount of $25,430.02 to Utz Potato Chip Co. from the fund balance in the general fund.
Supervisor Bortner made motion, of which was seconded by Supervisor Ernst, to authorize the refund of real estate taxes in the amount of $25,430.02 to Utz Potato Chip Co. from the fund balance in the general fund. No discussion.
VOTE 5-0

6. PUBLIC COMMENT

None.

7. REPORTS FROM DEPARTMENTS

▪Police Chief

- The Chief's monthly report was in the Supervisor packet for review.
    1. Old equipment was removed from the Station
    2. New Tasers & holsters have been issued

3. GLOCKS to be shipped
4. 3 old Tasers were sold to the Adams County Sheriff Office

Township Solicitor Yingst

- Solicitor Yingst advised the BOS of his review of Resolution 2015-P- the time extension resolution for the Hanover Borough & Shoe farm annexation plan.
- Solicitor Yingst advised the BOS of his review Special Permits Ordinance and advised it is ready to be advertised.
- Solicitor Yingst advised the BOS he will be working on the agreement with the Preserves regarding the land donation.

Township Administration

- Secretary/ Treasurer Whittaker advised the BOS the approval for the sidewalk agreement that was approved last month needed to be done by resolution. Therefore, Resolution 2015-N was prepared to authorize the Chair to sign the agreement.
  Supervisor Boyer made motion, of which was seconded by Supervisor Ernst, to approve Resolution 2015-N which authorizes the Chair to sign the PennDOT Sidewalk Agreement for Elm Avenue intersection. No discussion.
  VOTE 5-0
- FYI- Automated Red Light Enforcement Grant (ARLE) - Work is completed. The Township is waiting on paperwork from PennDOT to submit for re-imbursement.

Township Engineer

- Eng. Mains presented his monthly Municipal Engineer's Report dated April 20, 2015.
- Providence Drive Bid- Project bids have been received and apparent low bid is Kinsley Construction, Inc. - $ 186,790.00. Five total bids were submitted, ranging from the low to $ 210,835.00. Eng. Mains requested the BOS to award the project to Kinsley Construction in the amount of $186,790.00 conditional on satisfactory review of their bid and submission of all necessary documents, certifications, etc.
  Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to award the project to Kinsley Construction in the amount of $186,790.00 conditional on satisfactory review of their bid and submission of all necessary documents, certifications, etc. No discussion.
  VOTE 5-0
- Storm sewer Mapping- Eng. Mains advised he is coordinating with the Public Works / Maintenance Department to review individual mapping sheets checking for accuracy in pipe alignments and labeling (to be consistent). Work is ongoing and will be critical component of the upcoming MS4 Permit later this year.
- Street Assessment Maintenance District "D"- Eng. Mains advised work is occurring to evaluate the 2014/15 rating data for this District while also evaluating the effectiveness and efficiency of the program in general (to recommend specific improvements based on a full cycle of Maintenance Supplements being completed).
- Construction Specifications- Eng. Mains advised the BOS the construction specifications are done and are ready to be adopted by resolution.
  Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to approve Resolution 2015-O, the Construction Specifications Manual. No discussion.
  VOTE 5-0
- MS4 workshop- Eng. Mains advised July could be a possible timeframe to have a workshop on MS4.
- Villas at Cattail- *Terry Myers, C.S. Davidson, Inc.* – A Spring 2015 dedication pending for the streets in the development.

8. CODE ENFORCEMENT

- Activities report from Zoning/Code Officer was provided.
- CEO Arndt requested the BOS for authorization to advertise the Special Events Ordinance for adoption at the May Board of Supervisors meeting.
  Supervisor Knight made motion, of which was seconded by Supervisor Bortner, to authorize for the Special Events Ordinance to be adopted at the May Board of Supervisors meeting. No discussion.
  VOTE 5-0

9. SUBDIVISION/LAND DEVELOPMENT

- SALDO Status report updated: April 16, 2015
- Resolution 2015-P- CEO Arndt requested a motion to approve Resolution 2015-P an amendment to Resolution 2015-I - Hanover Shoe & Hanover Borough Annexation plan allowing for additional time to sign the agreement.
  Supervisor Knight made motion, of which was seconded by Supervisor Ernst, to approve Resolution 2015-P an amendment to Resolution 2015-I. No discussion.
  VOTE 5-0
- FYI- Draft planning Commission meeting minutes April 2, 2015.
- Sheaffer Land Development Plan- A special meeting will be held Monday, April 27th at 5:30 pm.

10. ZONING

- There will be a Zoning Hearing Board meeting on May 6, 2015. Two cases will be heard: Case 4-2015- variance request on setbacks (garage), Case 5-2015- variance request on use (property was a bar would like to change to build a duplex).
- CEO Arndt advised he received a letter from Mr. Donald Baker resigning from ZHB. CEO Arndt asked for a motion to accept the resignation.
  Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to accept the letter of resignation with gratitude from Mr. Donald Baker from the ZHB. No discussion.
  VOTE 5-0
- CEO Arndt advised he received a letter from Mr. George Tavares seeking appointment to the ZHB. CEO Arndt asked for a motion to appoint Mr. Tavares to the ZHB.
  Supervisor Bortner made motion, of which was seconded by Supervisor Knight, to appoint Mr. George Tavares to the ZHB. No discussion.
  VOTE 5-0

11. OTHER BUSINESS

- None

12. ANNOUNCEMENTS

- Zoning Hearing Board Regular Meeting –May 6, 2015 at 7:00 pm
- Planning Commission Regular Meeting – May 7, 2015 at 7:00 pm
- Board of Supervisors Workshop & Meeting – May 18, 2015 at 5:30 pm & 7:00 pm, respectively
- Municipal Authority Meeting – June 8, 2015 at 6:00 pm

13. ADJOURNMENT

Supervisor Bortner made motion, of which was seconded by Supervisor Boyer, to adjourn at 7:39 pm.
VOTE 5-0