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

BOARD OF SUPERVISORS REGULAR MEETING, MAY 18, 2015

Chairman LeGore called the meeting to order at 7:02 pm with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:
Robert LeGore, Chairman Ted Bortner Deb Ernst
Don Knight, Vice Chairman.

Louann Boyer was absent.

The following appointed Township professionals were also in attendance:
Jim Yingst, Solicitor Eric Mains, Township Engineer
Heather Snyder, Assistant Secretary /Treasurer
David Arndt, Jr., Zoning Officer/ Code Enforcement Officer (CEO)

There were 6 persons total in the audience including; Township Resident Ken Carson and Jeff White, Representative from Gettysburg Times and two representatives from Verizon Wireless; two employees, Maintenance Manager Small & Interim Chief of Police Sease.

1. MINUTES

Vice Chairman Don Knight made motion to approve the draft minutes from the April 20, 2015 workshop and regular meeting. Supervisor Bortner seconded the motion.
VOTE 4-0

Chairman LeGore started the meeting with Public Comment since Solicitor Yingst had another meeting he needed to leave for.

2. PUBLIC COMMENT

Concerned resident Jeff White at 315 Puma Drive has a concern regarding water drainage at his residence. Discussion took place. Township Engineer Mains and Zoning/Code Enforcement Officer will look into further.

3. COMMUNICATIONS AND INTERACTIONS

- There are vacancies on the Board of Elected Auditors and on the Vacancy Board.
- SAVES April 2015 Monthly Report.
- SAVES Information Meeting May 26, 2015. Representation from the Township will be present.
- Adams County Association of Township Officials Mid-Year Conference May 27, 2015.
- L-Tap Workshop June 10, 2015 on Polymer Modified Emulsion Asphalt Paving at PSATS Training Center in Enola.

4. REPORTS FROM SUPERVISORS

Supervisor Bortner- No report.
Vice Chairman Knight- No report.
Supervisor Ernst- No report.

Chairman LeGore- Reminder Election Day May 19, 2015 Exercise your right to vote

5. REPORT FROM COMMITTEES

Administration (Ernst/Knight) – Vice Chairman Knight advised the Board is conducting interviews for the Manager position and will be concluding them shortly.

Public Safety (LeGore/ Bortner) – Supervisor Bortner advised the Tahoe has been ordered. We missed the deadline for 2015 we are waiting for a 2016 model.

Supervisor Bortner will be getting some information from SAVES on contributions and stipends from other municipalities.

Agricultural Preservation (Bortner/Knight) – No report.

Roads (Bortner/Knight) – We are on track, cutting grass and looking at some projects like salt brine. Second year of the Steelworker's contract and start conversation in January on that. Also have a meeting with the Steelworker's coming up.

Recreation (Knight/Ernst) – Supervisor Ernst advised the Open House was on May 4, at the airport hanger. Great turn out. Next meeting will be July.

6. REPORT FROM SECRETARY-TREASURER

Vice Chairman Knight made motion, of which was seconded by Supervisor Bortner, to approve the Treasurer Report as presented. No discussion.
VOTE 4-0

Supervisor Bortner made motion to ratify the action of the Secretary-Treasurer of paying an additional unbudgeted fund in the amount of $277.00, for prisoner transport addition for the SUV & licenses plate holder to come out of the 410.700 expense category. VOTE 4-0

Discussion regarding Supervisors reimbursement/compensation for attendance at PSATS or any other conventions/trainings. Second Class Twp. code book allows for payment for any items the BOS deems fit to pay (section 1401). Discussion will continue at the next meeting.

Supervisor Bortner made motion, of which was seconded by Supervisor Ernst to appoint Vice Chairman Donald Knight as an additional Signee on all Township Bank Accounts (ACNB & Susquehanna Bank). VOTE 4-0

Supervisor Ernst made motion, of which was seconded by Vice Chairman Knight to accept the Secretary/Treasurers resignation. Discussion: Supervisor Bortner made recognition to our Secretary/Treasurer moving on to another Township for a better job. VOTE 4-0

Supervisor Bortner made motion, of which was seconded by Supervisor Ernst to approve Tammie Knight, Tax Collector to keep $30.00 reimbursement to use towards continuing education credits. VOTE 3-0. Vice Chairman Knight abstained.

Supervisor Bortner made motion, of which was seconded by Supervisor Ernst to approve to proceed with Legal Counsel for payment of the barn removal. VOTE 4-0

7. PUBLIC COMMENT

This was discussed earlier in the meeting.

8. REPORTS FROM DEPARTMENTS

▪Police Chief

- The Chief's monthly report was in the Supervisor packet for review.
- The Chief's qualification paperwork has been approved.
- Chief Sease is requesting an additional $5000.00 for the Tahoe additional purchases. **Supervisor Bortner made motion, of which was seconded by Vice Chairman, to approve the additional $5000.00 for the Tahoe purchases.** Discussion on needing the data. **VOTE 4-0**
- The Police Department will have a Criminal Justice Major interning for 80 hours. Discussion with Solicitor Yingst on the guideline to follow.

▪Township Solicitor Yingst

- No Report.

▪Township Administration

- **Supervisor Ernst made motion, of which was seconded by Vice Chairman Knight to appoint David W. Arndt as the Primary Interim RTK Officer and Heather Snyder as the Secondary Interim until a Manager and Secretary/Treasurer is appointed. Appoint Heather Snyder Interim Chief Pension Officer until a Township Manager is appointed. Appoint Heather Snyder Interim Safety Officer until a Secretary/Treasurer is appointed. Appoint Heather Snyder as alternate delegate for the COG. VOTE 4-0**

▪Township Engineer

- Eng. Mains presented his monthly Municipal Engineer's Report dated May 18, 2015.
- Providence Drive- Paperwork received, Township will receive copies, notice of award and pre-construction meeting which will give a notice to proceed.
- Route 116 Drainage Memo- Discussion on repair of existing culvert. Existing pipe that has failed and has created a small sink hole in the front yard, Township's issue to repair.
- STREET ASSESSMENT MAINTENANCE DISTRICT "D"- Discussion on timing of report and added content for current assessment.

▪Township Engineer

- Villas at Cattail- *Scott DeBell, C.S. Davidson, Inc.* – No Activity.

9. CODE ENFORCEMENT

- Activities report from Zoning/Code Officer was provided.
- **Supervisor Bortner made motion, of which was seconded by Supervisor Ernst for the approval of Ordinance 2015-D Special Events Permit. VOTE 4-0**

10. SUBDIVISION/LAND DEVELOPMENT

- SALDO Status report updated: May 13, 2015
- **Vice Chairman Knight made a motion, of which was seconded by Supervisor Ernst for the approval of Resolution 2015-Q Verizon Wireless and the Preliminary/Final Plan. VOTE 4-0**
- Draft Planning Commission meeting minutes May 7, 2015.
- Sheaffer Land Development Plan- No activity.

11. ZONING

- There will be a Decisional Meeting for ZHB Case 5-2015 on June 3, 2015 at 5:00 PM

- Residents have showed interest in having chickens in the Township. Township is looking into this but asking the local papers to receive feed back on this issue.

12. OTHER BUSINESS

- Executive Session was held on May 12, 2015 for the purpose of interviewing and discussing the merits of potential candidates for the position of Township Manager.

13. ANNOUNCEMENTS

- Zoning Hearing Board Regular Meeting -6/3/15 at 5:00 pm
- Planning Commission Regular Meeting – 6/4/15 at 7:00 pm
- Municipal Authority Reorganizational Meeting – 6/8/15 at 6:00 pm
- Board of Supervisors Workshop & Meeting – 6/15/15 at 5:30 pm & 7:00 pm, respectively

14. ADJOURNMENT

Supervisor Ernst made motion, of which was seconded by Supervisor Bortner, to adjourn at 7:55 pm. to executive session for the last Township Manager interview. Supervisor Bortner made motion, of which was seconded by Vice Chairman Knight to adjourn the Executive Session at 9:02 pm.
VOTE 4-0

Respectfully Submitted: Heather Snyder, Assistant Secretary/Treasurer