Finance/Operations

August 12, 2020

Minutes

Attendance (Roll Call):

Chair Charlotte Shaffer
Supervisor Louann Boyer
Assistant Secretary-Treasurer Angela Pabon
Zoning/Code Enforcement Officer Dave Arndt
Maintenance Manager Scott Small

Supervisor Thomas Klunk- Absent
Vice Chair Thomas Weaver- Absent
Supervisor Don Knight- Absent

There was no one in the audience due to the Local Disaster Declaration, however, the meeting was live streamed on the Conewago Township Facebook page.

The meeting commenced at 9:30 AM

Minutes:

The July 15, 2020 Finance/Operations meeting minutes were in the packet for review but not approved due to there being no quorum.

Admin:

A communication from ACATO dated July 21, 2020 was included in the packet for review.

A communication from Guthrie Memorial Library dated July 28, 2020 was included in the packet for review.

The Board discussed content for the fall newsletter. Supervisor Louann Boyer suggested a Board picture and staff pictures to be included in the newsletter.

Maintenance:

Scott Small, Maintenance Manager, reviewed the maintenance report.

Scott Small, Maintenance Manager, advised the air conditioning unit is leaking in the Township Office and needs replaced. He advised he attempted to get 3 quotes but only received 2 responses. One vendor wanted to put in a smaller unit but Scott Small advised this would over work the system. Baird Heating & Cooling's was $10,965.00 for the replacement of the 7 ½ ton unit the Township Office has currently. He recommended we go with Baird Heating & Cooling for the new air conditioning unit.

Scott Small, Maintenance Manager, advised PWI filed for the permit for the fuel pumps and there has been no news from Labor and Industry yet.

Scott Small, Maintenance Manager, advised the traffic loops at Mt. Pleasant and Rt. 194 are broken and need replaced. He explained the cause of the breaking of 4 of the 6 traffic loops is the state road condition. The estimate to replace the traffic loops is $15,271.00. He is waiting on a quote for the alternate option to update the controller and go overhead with cameras.

Scott Small, Maintenance Manager, gave the Board the Capital Replacement Program Plan for review and discussion.

Scott Small, Maintenance Manager, advised the crack sealer is up for replacement and $50,000.00 was budgeted to replace it. The quote until the end of August is $53,832.25, which leaves $3,832.25 that is not covered in the budget for the purchase of a new crack sealer.

Engineer:

Virginia Thornton, Township Engineer did not attend this meeting therefore, the Engineer's Report will be given at the August 17, 2020 Board of Supervisors Meeting. MCM's will be discussed at the Board of Supervisors Workshop on September 21, 2020.

Zoning / Planning:

Zoning/Code Enforcement Officer, Dave Arndt, advised there were 3 plans reviewed at the last Planning Commission Meeting. There will be one action item on the Board of Supervisors agenda which is a waiver request from Precision Cut, 214 Ram Drive. They are requesting to submit their plan as a preliminary/final which is recommended by the Planning Commission.

In September, Planning Commission will review 214 Ram Drive (Land Development Plan), Arrows Point (Preliminary Plan), Oxford Avenue (Sketch Plan) and Chapel Meadows (Preliminary Plan).

A volunteer application was received from Fred Wilke. He is interested in being on the Planning Commission.

Zoning/Code Enforcement Officer, Dave Arndt, advised in August a Zoning Hearing Board application for 175 N. Second Street was reviewed and granted approval for a special exception for a nonconforming use. Two Zoning Hearing Board applications were received for the September Zoning Board Meeting.

Recreation:

A request was received from New Oxford Football and Cheer regarding the use of Plum Creek Park. This request was included in the packet for review and discussion.

New Business:

Supervisor Louann Boyer inquired on the port-a-pots used at the parks in the Township, the current contract, the bidding process and the amount we have.

Scott Small, Maintenance Manager, advised there is 1 handicap port-a-pot at each park. He advised we will find out when the current contract ends and confirmed we had received a bid from "Be There" and the current vendor was less.

Old Business:

None at this time.

Public Comment:

William Popovich asked about PennDOT paying to fix the traffic loops. Scott Small, Maintenance Manager, advised these traffic lights are Township owned.

Discussion ensued on the traffic loops and cameras.

The Finance/Operations meeting was unanimously adjourned at 10:05 AM.

Respectfully submitted by:
Angela Pabon, Assistant Secretary-Treasurer