CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
541 OXFORD AVENUE
HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING FEBRUARY 18, 2019

Chairman Don Knight called the meeting to order at 6:30 p.m. The meeting began with the Pledge of the Flag and followed by a moment of silence.

Chairman Don Knight advised the Board held an executive session on February 5, 2019 at 12:00 noon with Michael Miller of Eckert Seamans to discuss personnel, legal and contractual issues. The discussion lasted 30 minutes.

The following Supervisors were in attendance:
Chairman Don Knight — Jeffery Sheely
Vice Chairman Louann Boyer — Ernest Hess

John Strevig- Absent

The following appointed Township professionals were also in attendance:
Barbara Krebs, Township Manager — Police Chief Curtis McCoy
Heather Snyder, Secretary-Treasurer — Scott Small, Maintenance Manager
Tim Shultis, Solicitor — David Arndt, Zoning/Code Enforcement Officer
Eric Mains, Gannett Fleming Engineer arrived at 6:45 p.m.

There were approximately 2 people in the audience including: Tony Eline of 12 Linden Avenue and Charlotte Shaffer of 44 Allwood Drive.

1. MINUTES

Supervisor Jeffery Sheely made a motion to approve the January 21, 2019 Workshop and Regular meeting minutes, seconded by Vice Chairman Louann Boyer. Vote 4-0

2. COMMUNICATIONS AND INTERACTIONS

The SAVES January report was enclosed in the packet for review.

A thank you letter was received from the Hanover Area YMCA .

The Adams County Boroughs Association Newsletter was included in the packet for review.

A letter from Comcast, dated January 16, 2019, regarding their International Package Update was included in the packet for review.

A brief from the January 24, 2019 Adams County COG Meeting was included for review.

A letter from Adams County Tax Services, dated January 31, 2019, regarding Clean & Green Status for NIG LP, 160 Ram Drive was included in the packet for review.

3. REPORT FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

Nothing new to report.

Public Safety
Nothing new to report.

Recreation
Vice Chairman Louann Boyer made a motion to authorize the Engineer to prepare a new grant for a ballfield and designate $50,000.00 for the matching fund from the 2018 fund balance, seconded by Ernest Hess. Vote 4-0

Vice Chairman Louann Boyer advised that the Township received Growing Greener Grants in the amounts of $82,449.00 for Plum Creek and $116,360.00 for Blettner Basin.

Agricultural Preservation
Nothing New to Report.

Roads
Vice Chairman Louann Boyer made a motion to accept the 2017 Liquid Fuel Audit Report, seconded by Ernest Hess. Vote 4-0

Vice Chairman Louann Boyer made a motion to authorize the Engineer to prepare bid specs for Blettner Avenue, Oxford Avenue and Third Street for review by the Board of Supervisors in March, seconded by Jeffery Sheely. Vote 4-0

Pension
There will be a Pension meeting on March 7, 2019 at 10:00 am.

Planning Commission
Nothing New to Report.

Stormwater
Nothing New to Report.

4. REPORT FROM SECRETARY-TREASURER
Vice Chairman Louann Boyer made motion to approve the Secretary/Treasurer's Report, seconded by Supervisor Ernest Hess. Vote 4-0

Supervisor Ernest Hess made motion to approve payment of the prepaid bills and all invoices noted on the report for January 18, 2019 – February 13, 2019, seconded by Supervisor Jeffery Sheely. Vote 4-0

5. PUBLIC COMMENT
Charlotte Shaffer of 44 Allwood Drive thanked the maintenance department for their snow removal on behalf of the Allwood community.

6. REPORTS FROM DEPARTMENTS
Police
The Police Department January report was enclosed in the packet for review.

The Public Safety Brief was provided to the Public Safety Committee included the following:

Chief Curtis McCoy conducted two care programs. One was at St. Teresa of Calcutta's Conewago campus and the second was at the McSherrystown campus.

Chief Curtis McCoy completed the yearly certification for users of the PA Crash System Account.

The February Neighborhood Watch Email went out.

All Officers received their first aid / CPR training. This will certify them for a 2 year period and satisfy the Municipal Police Officer's Education and Training certification requirements.

Officer evaluations have been completed and Sergeant Baumgardner has spoken to the Officers regarding them.

Officer Freeman's FTO training with Officer Grim is going well and he is approximately 3 and 1/2 weeks into the program.

Chief Curtis McCoy advised Amber Eline and himself have been working on a manual for the Police records office procedures.

The Police Department's Probationary Officer Training Program is now certified by the Veteran's Administration as an approved GI Bill Program.

Township Solicitor Shultis
Solicitor Tim Shultis advised our brief has been filed in our Zoning appeal and the Board has received a copy.

Township Manager
Barbara Krebs, Township Manager reviewed her monthly staff report including the following:

Scott Small, Maintenance Manager is preparing for the upcoming snowstorm.

The Township Engineer is preparing bid specifications for all the streets for review at the committee meeting.

There will be a meeting on Monday February 25, 2019 with Doug Snyder regarding the use of the Plum Creek Park fields for Lacrosse.

Barbara Krebs, Township Manager advised the two Growing Greener Grants which were recognized at this meeting are for Stormwater.

Water shut off for non-payment was on January 16, 2019; 1 of 11 properties shut off remains shut off and is vacant.

Sewer bills were mailed on January 31, 2019.

Mr. ReHab was in the Township on Friday February 8, 2019 to complete cleaning and televising the sewer lines. Insight Pipe Company has been authorized with a Notice to Proceed with the contracted repairs to the sanitary sewer. The start is February 8, 2019 with a substantial completion date of September 9, 2019.

Barbara Krebs, Township Manager advised that tax exoneration needs to be done for the taxes that were unable to be collected due to nonpayment, she advised she will look into this.

Township Engineer (Eric Mains, Gannett Fleming, Inc.)
Eric Mains, Township Engineer gave a review of his Engineer's Report for January.

Eric Mains, Township Engineer advised two scope of service agreements have been prepared for Plum Creek and Blettner Basin. These are both part of our approved pollution reduction plan.

Supervisor Ernest Hess made a motion to enter into a scope of service agreement with Gannett Fleming for Plum Creek Community Park to DCNR, Rec grant and the Growing Greener Plus Grant for a total scope of service contract amount of $154,352.00, seconded by Vice Chairman Louann Boyer. Vote 4-0

Vice Chairman Louann Boyer made a motion to enter into a scope of service agreement with Gannett Fleming for Blettner Avenue Stormwater Basin Retrofit Design for engineering service design fees in the amount of $61,215.00, seconded by Supervisor Ernest Hess. Vote 4-0

The Township GIS mapping is now complete and the Engineer will be cleaning it up and putting it on the cloud for Township access.

7. CODE ENFORCEMENT

The activity summary from Zoning/Code Enforcement Officer, Dave Arndt, dated February 13, 2019 was enclosed in the packet for review.

8. SUBDIVISION/LAND DEVELOPMENT

The Subdivision and Land Development Status Report for February 13, 2019 was included for review.

Planning Commission meeting minutes dated February 7, 2019 was included for review.

Supervisor Ernest Hess made a motion to approve the Public Improvement Bond for Precision Cut Industries, 115 Ram Drive, Phase II in the amount of $34,595.00 which was reviewed and recommended by the Township Engineer seconded by Vice Chairman Louann Boyer. Vote 4-0

Zoning/Code Enforcement Officer, Dave Arndt advised a letter was received requesting the rezoning of the Nadine Klunk Estate, located at 5955 Hanover Road.

Supervisor Jeffery Sheely made a motion to table any action regarding the rezoning request received for the Nadine Klunk Estate, located at 5955 Hanover Road to allow time for the Board of Supervisors to review the zoning district documents and to authorize township staff to start discussion with the other four parcel owners that may be included in the rezoning of the parcels, seconded by Supervisor Ernest Hess. Vote 4-0

A letter was received regarding the Epley Farm at 326 Sunday Drive requesting for the property to be considered for rezoning in the Comp Plan.

9. ZONING

Zoning/Code Enforcement Officer, Dave Arndt advised Illiano's Pizza, located at 1154 W. Elm Avenue is under new ownership and the new name for the restaurant is Firepit Rotisserie & Grill.

Zoning/Code Enforcement Officer, Dave Arndt advised there will be two Zoning Hearings at the March 6, 2019 meeting. There will be ZHB Case 1-2019 which is a request to expand an existing Special Exception at the property located at Smith Specialty Automotive, 1374 Carlisle Pike. There will also be ZHB Case 2-2019 which is a request for a Special Exception to operate heavy equipment sales, service and leasing within the Industrial Zone at the property located at 360 Church Street which is the former Lamco property.

10. MEETING SCHEDULE

March 6, 2019 (Zoning Hearing Board) 6:00 PM
March 7, 2019 (Police Pension) 10:00 AM
March 7, 2019 (Planning Commission) 6:00 PM
March 11, 2019 (Municipal Authority) 5:30 PM
March 12, 2019 (Public Safety Committee) 8:30 AM
March 12, 2019 (Finance/Operations) 9:30 AM
March 18, 2019 (Workshop) 5:00 PM
March 18, 2019 (Board of Supervisors) 6:30 PM

11. ADJOURNMENT

Vice Chairman Louann Boyer made motion to adjourn the meeting at 7:02 p.m., seconded by Supervisor Jeffery Sheely. Vote 4-0

Respectfully Submitted:

Heather Snyder, Secretary/Treasurer