Finance/Operations
February 10, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer
Supervisor Don Knight
Supervisor Thomas Klunk

Vice Chair Thomas Weaver- Absent

Secretary-Treasurer Angela Pabon
Maintenance Manager Scott Small
Dave Arndt, Zoning/Code Enforcement Officer

Police Chief Gary Baumgardner- Absent
Virginia Thornton, Gannett Fleming Engineer – Absent

Audience:

Fred Wilke of 248 Oxford Avenue, Bob Miller of 3176 Hanover Pike and Tony Eline of 12 Linden Avenue.

The meeting was live streamed on the Conewago Township Facebook page.

The meeting commenced at 9:30 AM followed by the pledge of allegiance.

Public Comment on agenda items:

Fred Wilke of 248 Oxford Avenue commented on doing the pledge of allegiance before the meeting.

Bob Miller of 3176 Hanover Pike thanked the board for placing the fire and police reports on the website. He also provided comment on public comment time, the Abbottstown Borough tax collection request in regards to them using a neighboring municipality to collect their taxes and expressed thanks to Maintenance and the Township for fixing the Mt. Pleasant traffic signal.

Minutes:

The January 13, 2021 Finance/Operations Meeting Minutes were unanimously approved.

Admin:

Chair Louann Boyer advised that Abbottstown Borough submitted a request for Tammie Knight to collect their taxes due to the resignation of the current tax collector because of a change in residency.

A letter was included in the packet from Advanced Disposal/Waste Management regarding the increased cost of recycling processing and requested a $9.00/quarter increase for all township residents. Chair Louann Boyer read the request letter.

Chair Louann Boyer asked any board members if they were interested in going to the PSATS Conference this year. They advised they were not interested.
She advised that Supervisor Charlotte Shaffer and Angela Pabon, Secretary/Treasurer, would be attending the PSATS Conference. Discussion occurred.

A Veterans' property tax exemption for 25 Lincoln Drive was included in the packet for review.

Supervisor Charlotte Shaffer advised information on the Veteran's property tax exemption would be good for the newsletter.

Maintenance:

Scott Small, Maintenance Manager, reviewed the maintenance report including the following:

The Mt. Pleasant traffic signal has been upgraded. The new approved permit was received.

Scott Small advised he contacted Met-Ed regarding moving a streetlight to Racehorse Road and Hanover Pike. Met-Ed advised if all equipment is on the pole, there would be no fee for high pressure sodium. If the Township chose LED lighting, it would be a minimum of $160.00 fee. In addition, Scott Small discussed with Met-Ed the cost of streetlights the Township is being billed for and upgrading the streetlights to LED. Discussion occurred.

The Zoning/Code Enforcement vehicle, a 2010 Ford Escape, is scheduled for replacement. Scott Small spoke to Gene Latta Ford regarding the cost of a F-150 pick-up truck. The Costars pricing for the truck would be $25,678.00 and they would offer a $3,000.00 to $4,000.00 trade-in value for the 2010 Ford Escape. Discussion occurred regarding purchasing a bed liner for the truck.

The 21-year-old backhoe is scheduled for replacement in 2022, however, it has several issues and is not going to make it until next year.
Groff Tractor suggested a new motor which would cost $17,000.00.
Scott Small advised he recently received an estimated figure for a backhoe, from an equipment salesman, for about $120,000.00. Scott Small advised some money would be needed from the reserve in order to make the purchase this year. Discussion occurred on getting more pricing, selling the old backhoe, checking the oil daily in the old backhoe to keep it running and possibly renting a backhoe.

Fred Wilke of 248 Oxford Avenue commented on where the backhoe is made.
Scott Small, Maintenance Manager, advised he is still researching.

New Oxford Girls Softball requested the use of Cheetah Field from April through July. Discussion occurred.

Discussion occurred regarding Adams County Conservation District presenting information on the Turf to Meadows Program to the board at one of the upcoming meetings. The board agreed on the March Board of Supervisors Workshop for the presentation.

Discussion occurred regarding the purchasing of a truck bedliner for the F-150 pick-up truck.

Gettysburg Youth Soccer Club requested the use of Plum Creek Park for 2 tournaments. They will be making a $2,000.00 donation to the Township. Scott Small advised he needs to contact Conewago Valley Soccer Club.

Discussion occurred regarding brine treatment for the snow.

Zoning / Planning:

Zoning/Code Enforcement Officer, Dave Arndt, advised the Board of the following:

He is currently working on Vegetation Ordinance letters for trees in violation and the letters will be sent out by Friday. The deadline for tree trimming is March 1, 2021.

The Act 101, 2021 Recycling Report, will also be sent out by Friday.

Residence on Church is requesting a plan action deadline until April 20, 2021. The waiver request from section 135-16 E5, requiring a recreation report was tabled and will need revisited. A copy of the Ordinance will be include in the packet but is also available on ecode.
It has not yet rained, therefore the Church Street Stormwater concerns have not been looked at by the Township Engineer and the Zoning/Code Enforcement Officer. Once completed, they will report back to the Board.

Chapel Meadows is requesting a deadline for plan action until August 16, 2021.

Hanover Honda, parking lot expansion, is requesting a waiver from Chapter 76 to do rate control instead of volume control for the runoff. This is recommended by the Township Engineer and the Planning Commission. They are also asking for a conditional approval for the parking lot expansion.

The township received a 2020 operations progress report notification letter from Vulcan. This will be included in the Board packet along with an acknowledgement of Planning Commission for 2020 from the Planning Chair as suggested by the MPC.

The Office of Open Records has had a change in their fee schedule therefore, our fee schedule Resolution 2021-B will need to be revised.

One new application has been received for the Assistant Code Enforcement Officer for a total of Five. Discussion occurred regarding advertising again in the Merchandiser for the position.

Engineer:

Dave Arndt reviewed the Engineer section in the absence of Gannet Fleming Engineer, Virginia Thornton.

Dave Arndt advised Gannet Fleming Engineer, Virginia Thornton, will be requesting authorization to advertise the 2021 street and drainage maintenance project for a bid opening at the March meeting.

The Engineer is continuing to review the pollution reduction plan for the Township's MS4.

There will be a bid opening at the Monday evening meeting for the Plum Creek Community Project and the Blettner Basin Project.

The Plum Creek Daylighting Project with the Army Corps of Engineers will be discussed in Executive Session at Monday's Meeting.

New Business:

No new business.

Old Business:

No old business.

Public Comment:

Bob Miller of 3176 Hanover Pike commented on the Township providing a financial report for the public.
Chair Louann Boyer advised the Board has not yet discussed it. Discussion occurred.

Bob Miller of 3176 Hanover Pike commented on the trash increase.

Discussion occurred regarding the recycling increase and the contract.

Dave Arndt, Zoning/Code Enforcement Officer, advised the bid meetings for a trash hauler will be occurring soon and the Board may want to consider having someone from the Board attend. Discussion occurred.

Fred Wilke of 248 Oxford Avenue provided comment on the Abbottstown Borough tax collector request.
Chair Louann Boyer advised Abbottstown Borough does not have anyone at this time to collect taxes for them. Discussion occurred.

Supervisor Don Knight made a motion to adjourn the Finance/Operations meeting at 10:22 AM, was seconded by Supervisor Charlotte Shaffer. 4-0 Approved Vote

Respectfully submitted by:

Angela Pabon, Secretary-Treasurer