Finance/Operations
January 13, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer
Supervisor Don Knight- on phone
Supervisor Thomas Klunk
Vice Chair Thomas Weaver- Absent

Acting Secretary-Treasurer Angela Pabon
Maintenance Manager Scott Small
Police Chief Gary Baumgardner
Dave Arndt, Zoning/Code Enforcement Officer – Arrived at 9:37 AM
Virginia Thornton, Gannett Fleming Engineer – Arrived at 9:37 AM
Nathan Walker of Gannett Fleming- Virtual at 10:09 AM

Audience:

Fred Wilke of 248 Oxford Avenue.

The meeting was live streamed on the Conewago Township Facebook page therefore comment was received both in person and through Facebook.

The meeting commenced at 9:30 AM

Public Comment on agenda items:

No public comment was provided at this time.

Minutes:

The December 16, 2020 Finance/Operations Meeting Minutes were unanimously approved.

Admin:

An email correspondence from Eugene Zeyn of Weber Insurance was included in the packet regarding the reduced cost of HRA Support for 2021 from $904.00 to $684.00.

Chair Louann Boyer read an email correspondence, dated January 1, 2021, from Matthew Staub regarding his discontentment with Advanced Disposal service. Discussion occurred.

Chair Louann Boyer read a thank you email received from Joe Myers Sr. regarding the work of the Township for the Conewago Township residents.

Chair Louann Boyer thanked Supervisor Charlotte Shaffer for Facebook livestreaming. Supervisor Charlotte Shaffer advised she will be continuing to do the Facebook livestreaming.

Maintenance:

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

Maintenance is continuing to do base repair when the blacktop plant is open. They are also working on storm drain box repairs, crack sealing, sign repair and updates.

PennDOT approval was given for the traffic signal at Mt. Pleasant. Swam Electric was notified and has been scheduled for January 26th to put the cameras up. Signal Services will program and update everything. The time intervals on the red and yellow lights will also be adjusted as revised on the state permit.

Scott Small, Maintenance Manager, advised he is currently looking at ATS to possibly contract to service traffic signals in the Township. Swams is not certified like ATS is to do these services.

The annual weed spraying contract was signed with Heritage Lawn and Landscape to spray retention ponds, Cheetah Park and the police impound yard.

Friendly reminder door hangers were distributed to residents in violation of the Vegetation Ordinance. Following a discussion, violation notices will be sent out with a completion date of March 1st.

A loader bucket was sold for $576.00. It was smaller than the wheel base of the tractor the Township has and therefore was not being utilized.

Currently, a mobile generator belonging to the Municipal Authority is up for sale on Municibid. The auction ends January 22nd.

The crack sealer will go on Municibid once the hose on it is fixed.

Bobbi Beacon of Conewago Valley School District wrote a letter regarding concerns discussed with Scott Small, Maintenance Manager. The letter included a request for a street light at Rt. 194, Hanover Pike and Race Horse Road which is a dark intersection. Discussion occurred regarding possibly moving a street light. The request also included the replacement of a street sign that was damaged from a vehicle accident. Scott Small, Maintenance Manager, advised the signs are on order. Bobbi Beacon also suggested reflectors on telephone poles and adding white lines but these are state roads. Discussion occurred.
Scott will contact Met-Ed regarding the street lights.

Zoning / Planning:

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

The Land Development Plan for Residence on Church was reviewed by the Planning Commission and it is being recommended to the Board of Supervisors for conditional approval. They have conditions to meet before the Board can act on the plan.

Precision Cut Industries, 60 Ram Drive, had a Zoning Hearing for variance on the maximum floor area ratio. The request was granted due to no language or formula to define maximum floor area ratio. The Planning commission recommended the Board of Supervisors to authorize the Township Solicitor to amend section 155-22E to eliminate the wording maximum floor area ratio.

Bobcat, 370 Church Street, was reviewed by the Planning Commission and it is being recommended to the Board of Supervisors for conditional approval. They have some items to satisfy as well. The Planning Commission is recommending to the Board of Supervisors to authorize the Township Engineer and the Township Zoning Officer to look into water issues on the east side of Church Street to see where the water is coming from.

Memos were received from the Chair of the Planning Commission, John Strevig. The maximum floor area ratio and the water issues on Church Street will be on the agenda for the Board of Supervisors meeting.

Planning Commission recommended the Board of Supervisors discuss the intersections of Kindig Lane and Oxford Avenue and Kindig Lane and High Street for safety concerns.

Supervisor Charlotte Shaffer advised Kindig Lane and Oxford Avenue, which is considered a state road, would require someone to contact Jason Bewley at PennDOT and the municipal services rep in writing.
Supervisor Charlotte Shaffer advised that in regards to Kindig Lane and High Street, she spoke to the Hanover Borough Police Chief. He advised there were no accidents in 2020, 3 fender benders in 2019 and no accidents in 2018.
Discussion occurred regarding the installation of a stop sign interfering with the Elm Avenue/High Street traffic signal, a 2014/2015 study, warrants and crash assessments.

Zoning/Code Enforcement Officer, Dave Arndt advised DEP notified him that we will be receiving $34,959.66 for the State Recycling Grant. He recognized Carly Forbes for the work she completed to receive this grant.

Engineer:

Virginia Thornton, Township Engineer, advised Nathan Walker of Gannett Fleming would be attending virtually to go over some items.

Nathan Walker of Gannett Fleming advised the Plum Creek Park project bid information is with DCNR for approval so we can bid those items out. We are looking to break ground in May of 2021.

Nathan Walker of Gannett Fleming discussed the bid specs for the Blettner Basin Bioswales. Bids will go out the same time as the Plum Creek Park project.

Nathan Walker of Gannett Fleming explained the purpose of the Blettner Basin project in relation to the Pollution Reduction Plan and sediment reduction.

The total sediment reduction requirement for the 5 year permit period is 78 tons.

Blettner Basin is about 10 tons.

Sherry Village Basin, the newly awarded grant of $100,000.00 is about 11 Tons.

The Plum Creek Project grant with the Army Corp of Engineers is about 34 Tons.
The Army Corp of Engineers is only doing their study on the south bank which is owned by the Township. They are not doing a study on the north bank which is owned by a private owner. Discussion occurred on the Township potentially looking to extend the study to include the privately owned portion of the creek, the Township's funding obligation, study cost, construction cost and requirements of the PRP. Chair Louann Boyer advised this will need to be taken to the Board of Supervisors Meeting.

Conewago Enterprises applied for the Credit Assistance Program. They have requested a credit greater than the limit of 50% due to the amount of stormwater controls they have put in place. They do qualify for the 50% credit under the Credit Assistance Program. Nathan Walker of Gannett Fleming advised that due to the work that Conewago Enterprises has done, the Township may be able to claim 13 more tons toward their sediment reduction. The credits have not yet been approved as we are waiting on some additional items including as-builts.

Nathan Walker of Gannett Fleming discussed Adams County Conservation and the Turf to Forrest Program to possibly install trees at Plum Creek Park. Chair Louann Boyer advised Adams County Conservation could come in and present this information to the Board of Supervisors at the February Board of Supervisors Meeting.

Nathan Walker of Gannett Fleming advised the Township needs a Local Project Coordinator to sign for DCNR. Discussion occurred. Chair Louann Boyer advised Scott Small, Maintenance Manager, will be the Local Project Coordinator for DCNR.

Virginia Thornton, Township Engineer, advised they are working with Scott Small, Maintenance Manager, on bid text.

New Business:

Dave Arndt, Zoning/Code Enforcement Officer, advised Met-Ed will be doing overhead testing on their lines from a helicopter.

Old Business:

Supervisor Charlotte Shaffer gave a follow-up on the Glen Rocs Disc Golf Club request. She advised her recommendation to the Board would be to postpone any decisions on this request due to the park still being under construction. She also expressed concerns on the club's request for exclusive rights and use of the area.

Public Comment:

Robert Miller commented through Facebook on draft minutes not being posted.
Angela Pabon, Acting Secretary/Treasurer advised the draft minutes are under agendas on the homepage of the website.

Judy Strevig suggested through Facebook that residents contact Waste Management regarding their trash concerns. Discussion occurred.

Fred Wilke commented on the Residence on Church development related to trash. He also commented on retention pond spraying of pesticides, tonnage of sediment related to the Pollution Reduction Plan, Plum Creek piping, disc golf and street lights.

Bob Miller commented on recapping the Engineer's Report due to a cut out on the Facebook Livestream and requested the Monthly Financial Reports be put on the next Board of Supervisors meeting agenda to be distributed and put on the township website.
Supervisor Charlotte Shaffer advised she would contact Bob Miller regarding the Engineer's report.

Supervisor Charlotte Shaffer made a motion to adjourn the Finance/Operations meeting at 10:59 AM was seconded by Supervisor Thomas Klunk. 4-0 Approved Vote

Respectfully submitted by:

Angela Pabon, Acting Secretary-Treasurer