Finance/Operations

July 15, 2020

Minutes

Attendance (Roll Call):

Chair Charlotte Shaffer
Supervisor Louann Boyer
Supervisor Thomas Klunk
Vice Chair Thomas Weaver- Arrived at 10:05 AM
Assistant Secretary-Treasurer Angela Pabon
Zoning/Code Enforcement Officer Dave Arndt
Maintenance Manager Scott Small
Township Engineer, Virginia Thornton
Albana Sayeedy of Brown Schultz Sheridan & Fritz – Departed at 10:00 AM

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 9:33 AM

Township Audit:

Albana Sayeedy of Brown Schultz Sheridan & Fritz gave a review of the 2019 Audit Report.

Public Comment:

Bob Miller commented on the availability of the 2019 Audit to public and money being put in the stock market versus CD's. Chair Charlotte Shaffer advised the Audit will be put on the website today and Albana Sayeedy of Brown Schultz Sheridan & Fritz indicated that the General Fund money is in CD's. Bob Miller also commented on the Board providing a podium for those speaking so they can be seen when presenting.

Minutes:

Supervisor Thomas Klunk made a motion to approve the June 10, 2020 Finance/Operations meeting minutes seconded by Supervisor Louann Boyer. Approved Vote 3-0

Admin:

The Merchandiser provided an example newsletter in a different format then previously used and price quotations for the Board to review.

Maintenance:

Scott Small, Maintenance Manager, reviewed the maintenance report including the completion of the Centennial Road preemption device, Swam Electric will be looking into an issue with the Mt. Pleasant traffic light, and Labor and Industry's inspection of the fuel pumps and five findings. Scott Small, Maintenance Manager, has attempted to contact PWI to resolve the issue but is still waiting to hear back from them.

Bob Miller commented on how he will be happy to see the Mt. Pleasant light fixed.

Zoning / Planning:

Zoning/Code Enforcement Officer, Dave Arndt, advised there was no July 2, 2020 Planning Commission Meeting. There will be a Planning Commission Meeting on August 6, 2020 to review 3 land development plans.

There will be a Zoning Hearing on August 5, 2020 for Neiderer's Pool, 175 N. Second Street, McSherrystown.

Zoning/Code Enforcement Officer, Dave Arndt discussed an update on the County Appeals Board and a minor editorial mistake found on the Floodplain Ordinance in regards to a chapter number which will need revised.

Engineer:

Virginia Thornton, Township Engineer, gave a review of the Engineer's Report. She advised Scott Small, Maintenance Manager, and herself did a follow up inspection of Chapel Ridge. She discussed Gannett Fleming's outage and how it impacts the Blettner Avenue Project and Plum Creek Park Project bids. She advised the Board will need to extend the bid period for Plum Creek. The Board proceeded to discuss possibilities. Scott Small, Maintenance Manager, asked Virginia Thornton, Township Engineer, if this would affect the Highway Occupancy Permit. She advised that once the Board reaches a decision, she will reach out to PennDOT. Following discussion, the Board decided to extend the Plum Creek bid opening period to December of 2020 for a construction start date in Spring of 2021. Virginia Thornton, Township Engineer, discussed MCM #3 and #6, which Scott Small, Maintenance Manager, is currently reviewing. She advised the Board to review these MCM's for adoption. She also suggested the Board consider developing a grass and tree ordinance.

Bob Miller commented on the Gannett Fleming outage details. Virginia Thornton, Township Engineer, advised she could not provide details, however it will not impact the Township except the Plum Creek Project bids.

Stormwater:

The Board discussed and reviewed a letter received from Nickolas and Natalie Kraus of 386 Church Street regarding flooding on their property after a rain storm. Discussion on this property occurred regarding the possibility that this could be reviewed during review of a neighboring property. The Board agreed this property should be reviewed when the submission of a land development plan for the Bobcat property is received.

An email was received from Cohen Colegrove of 54 Evergreen Drive regarding the separation of a stormwater pipe in his yard. The Chair Charlotte Shaffer advised we will send them the approved meeting minutes from the June Finance/Operations Meeting where a decision on this issue was discussed.

Tracy Reed asked about the status of her stormwater issue on the 700 block of Third Street. Chair Charlotte Shaffer advised PennDOT has yet to respond and advised she would reach out to them.

The Township will be meeting with Conewago Enterprise on the Credit Assistance Program on July 23, 2020 at 9:00 AM.

Two O&M Agreements for the Credit Assistance Program were included in the packet for review. These included one for 250 O'Brien Lane and 89 Ram Drive.

Bob Miller also commented on the property at 386 Church Street in regards to their stormwater issue, an approved building permit and the issue being the responsibility of the owner.

Pension:

A correspondence from RJ Hall regarding the MMO was included in the packet for review.

New Business:

None at this time.

Old Business:

None at this time.

Supervisor Louann Boyer made a motion to adjourn the Finance/Operations meeting at 10:43 AM seconded by Supervisor Thomas Weaver. Approved Vote 4-0

Respectfully submitted by:
Angela Pabon, Assistant Secretary-Treasurer