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

BOARD OF SUPERVISORS REGULAR MEETING JULY 19, 2021

Chair Louann Boyer called the meeting to order at 6:39 p.m. The meeting began with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Chair Louann Boyer	Vice Chair Thomas Weaver	Don Knight
Charlotte Shaffer	Thomas Klunk – left at 7:56 p.m.	

The following appointed Township professionals were also in attendance:

Lee Stinnett, Township Solicitor	Police Chief Gary Baumgardner - left at 7:53 p.m.
Scott Small, Maintenance Manager	Dave Arndt, Zoning/Code Enforcement Officer
Angela Pabon, Secretary/Treasurer	Kevin Fox, Gannett Fleming Engineer – left at 7:02 p.m.

The meeting was Facebook livestreamed and open to the public.

Approximately 11 people were in attendance including: Tony Eline of 12 Linden Avenue, Harry McKean and Charles McKean for Chapel Meadows, John Snyder of SLD for UTZ, Kristie Miller and Averlon Hinds of AVO Soccer, Bob Miller of 3176 Hanover Pike, Jessica Allen of 213 Carlisle Street, Michael Cooper-White of Gettysburg Times, and Tom Sheaffer of 16 Bethel Court. Tom Lawrence of SAVES arrived at 7:51 p.m.

1. PUBLIC COMMENT ON AGENDA ITEMS

Bob Miller of 3176 Hanover Pike commented on the uses of the American Rescue Plan Act funds. Township Solicitor Lee Stinnett advised the restrictions are constantly evolving but focuses on infrastructure improvements.

Bob Miller of 3176 Hanover Pike requested guidelines for the American Rescue Plan Act be posted on the website to keep residents informed. Supervisor Charlotte Shaffer advised a link can be posted to the website. Discussion occurred.

Bob Miller of 3176 Hanover Pike also commented on the Township's reserve funds, the Stormwater budget assessment and the Stormwater fee. Discussion occurred.

Tom Sheaffer of 16 Bethel Court commented on supporting Bob Miller's comments.

Leonard Stiffler commented on fireworks in the township. Police Chief Gary Baumgardner advised the ordinance is being enforced.

2. EXECUTIVE SESSION

Lee Stinnett, Township Solicitor advised an executive session occurred prior to the Board of Supervisors meeting to discuss matters of litigation involving land development plans.

3. MINUTES

Vice Chair Thomas Weaver made a motion to approve the June 21, 2021 Workshop and Regular meeting minutes, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

4. COMMUNICATIONS AND INTERACTIONS

The SAVES June report was included in the packet for review.

The June 2021 PSATS News Bulletin was included in the packet for review.

The YMCA, Kids Come First, Quarterly Newsletter was included in the packet for review.

Dave Arndt, Zoning/Code Enforcement Officer advised Bicky Redman of Adams County contacted him regarding the Board reviewing the Township trash hauler contract bid form and reducing the amount of electronic drives from four a year to two. Discussion occurred.

5. REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

Chair Louann Boyer advised the Township received $378,379.20 from the American Rescue Plan Act. Chair Louann Boyer advised this is only half of the money the Township will receive. Discussion occurred on where the funds should be kept.

Supervisor Charlotte Shaffer made a motion to move the American Rescue Plan money into another M&T account along with any interest that has accrued, seconded by Vice Chair Thomas Weaver.
Approved Vote 5-0

Chair Louann Boyer advised the signers on the American Rescue Plan account would be the same as those on the current M&T accounts.

Supervisor Louann Boyer advised a correspondence was received from Hanover Borough regarding a water service rate increase of 28.1%. The rate increase request has been submitted to the PUC for those outside the Hanover Borough boundaries. Discussion occurred.

Dave Arndt, Zoning/Code Enforcement Officer advised he has been communicating with Fire Chief Tom Lawrence regarding a private fire hydrant, in which the owner no longer wants, on Blettner Avenue. The Hanover Borough and the Fire Chief would like the Township keep the hydrant in service. It would cost $277.00 per year to keep the hydrant in service. Discussion occurred.

Supervisor Charlotte Shaffer made a motion to authorize the attorney to communicate with Dave to get the proper language to proceed with taking over the fire hydrant at 210 Blettner Avenue, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Vice Chair Thomas Weaver proposed to the Board to allow AREMS, a regional EMS service, to come to the August Board of Supervisors workshop to give a presentation on their model. Supervisor Charlotte Shaffer advised this should be something that comes from SAVES. Discussion occurred.

Vice Chair Thomas Weaver made a motion to approve asking Adams Regional EMS to provide an overview of their operations at the August Board of Supervisors Workshop, seconded by Supervisor Don Knight.
Discussion occurred. Approved Vote 3-2
Supervisor Charlotte Shaffer and Supervisor Thomas Klunk opposed

RECREATION

Averlon Hinds of AVO Soccer Club addressed the Board of Supervisors in regard to placing signage at Plum Creek Park for the AVO Soccer Club. He asked for permission to use the sign that has already been made with AVO's team colors. Discussion occurred.

Vice Chair Thomas Weaver made a motion to approve the AVO sign as it is, seconded by Supervisor Don Knight. Discussion occurred. Approved Vote 4-1
Supervisor Charlotte Shaffer opposed.

Vice Chair Thomas Weaver made a motion to approve the New Oxford Football Agreement for Summer Clinics, seconded by Supervisor Don Knight. Approved Vote 5-0

POLICE PENSION COMMITTEE

Supervisor Don Knight provided an overview of the Police Pension Committee Meeting. He also advised the Police Pension Committee welcomed Sarah Brechbuhl as the new third-party representative.

REPORT FROM SECRETARY-TREASURER

Supervisor Charlotte Shaffer made a motion to approve the Secretary/Treasurer's Report, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve the bills paid/to be paid for June 18, 2021 to July 16, 2021, seconded by Supervisor Don Knight. Approved Vote 5-0

6. REPORTS FROM DEPARTMENTS

- **Police**

  The Police Department's June report and Monthly Newsletter were enclosed in the packet for review. Chief Gary Baumgardner advised the stats are online.

  Police Chief Gary Baumgardner advised of the following:

  There are currently 20 open investigations.

  The Police Department participated in a DUI event that was held at Codorus on June 25, 2021.

  Police Chief Gary Baumgardner was asked to attend a meeting for Adams County Protocols regarding computer aided dispatch protocols.

  The COVID-19 Special Order has been rescinded by Police Chief Gary Baumgardner.

  The Police Department is moving forward with accreditation through Lexipol.

  National Night out will be held August 3, 2021 from 6pm – 8pm at the Target parking lot.

- **Township Solicitor Stinnett**

  Lee Stinnet, Township Solicitor advised he has nothing new to report. He is working with Tim Shultis, the former Township Solicitor, to get up to speed with Township items.

- **Maintenance Department**

  The Maintenance report was included in the packet for review.

  Maintenance Manager, Scott Small advised of the following:

  Spot-sealing on Sherry Drive will occur on Thursday.

  The Maintenance Department will be street sweeping for New Oxford Borough.
  Scott Small, Maintenance Manager discussed an issue regarding maintenance of the Oak Hill's subdivision sign and surrounding area. Discussion occurred.

Supervisor Charlotte Shaffer made a motion to approve removing the sign, shrubbery and trees around the sign, seconded by Supervisor Don Knight. Approved Vote 5-0

7. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated July 14, 2021.

Zoning/Code Enforcement Officer, Dave Arndt, advised the Act 101 recycling grant has been submitted for the year 2020.

8. SUBDIVISION/LAND DEVELOPMENT

The Planning Commission draft meeting minutes for July 1, 2021 were included in the packet for review.

Apple Honda of Hanover – 1226 Carlisle Street – Preliminary/Final LDP

Supervisor Charlotte Shaffer made a motion to approve the Preliminary/Final LDP for 1226 Carlisle Street, Apple Honda of Hanover, and Resolution 2021-V, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

UTZ Quality Foods – 350 Kindig Lane Trailer Storage Preliminary/Final LDP

Supervisor Charlotte Shaffer made a motion to approve the waiver request from Section 135-16 to allow the plan to be submitted as a Preliminary/Final Plan, as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve the waiver request from Section 135-32.S(1) to substitute the required interior landscaping with exterior landscaping with trees planted around the perimeter of the new parking lot, as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

Supervisor Thomas Klunk made a motion to approve the waiver request from Section 135-34 to not require sidewalks to be installed along Kindig Lane due to site restrictions, as recommended by the Planning Commission, seconded by Supervisor Don Knight.
Approved Vote 5-0

Supervisor Thomas Klunk made a motion to approve the waiver request from section 135-32.F to not require the parking lot to be constructed and maintained to the street improvement specifications stated in Section 135-27.K, as recommended by the Planning Commission, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to conditionally approve the Utz Quality Foods, 350 Kindig Lane, Trailer Storage Preliminary/Final Plan and Resolution 2021-W, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Chapel Meadows – Preliminary Plan

Supervisor Don Knight made a motion to approve a request dated July 12, 2021 requesting a 6-month extension for plan action until February 21, 2022 to allow the applicant time to respond to review comments and to coordinate permits with PennDot as well as prepare an NPDES Permit submission to the Adams County Conservation District, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve a waiver request from Section 135-16.E(5) to not require a park and recreation study, as recommended by the Planning Commission, seconded by Supervisor Don Knight.

Discussion occurred. Approved Vote 5-0

Supervisor Thomas Klunk made a motion to approve the waiver request from Section 135-34 to allow a modification for the public sidewalks to be installed at a setback from the edge of cartway and to allow the sidewalk to be installed as a four (4) foot wide blacktop walking trail style of sidewalk, as recommended by the Planning Commission, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Supervisor Charlotte Shaffer made a motion to approve the waiver request from Section 135-16.A(1) to allow the plan to be drawn to a scale of 20 or 50 feet to the inch, as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

Supervisor Don Knight made a motion to approve the Application Procedures and Requirements for Floodplain Management Form Section 83-10 required application, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

9. ZONING

Dave Arndt, Zoning/Code Enforcement Officer, advised there will not be a Zoning Hearing in August.

Dave Arndt, Zoning/Code Enforcement Office, advised there are two new businesses in the township, Tobacco & Vape Outlet located at 3780 Centennial Road, which is a permitted use and Bobcat of Adams County located at 360 Church Street which is a new permitted use by special exception. He advised this business currently has a Temp U&O.

10. Township Engineer (Kevin Fox, Gannett Fleming Engineer)

Chair Louann Boyer advised Virginia Thornton will no longer be the Township's Engineer and introduced Kevin Fox as the new representative from Gannett Fleming.

Supervisor Thomas Klunk left the meeting at 7:56 p.m.

Kevin Fox, Gannett Fleming Engineer advised of two applications for payment (AFP) that were received from C.E. William's & Sons for Plum Creek Community Park. AFP number 1 in the amount of $67,072.95 for work performed through May 26, 2021 and AFP number 2 in the amount of $88,481.70 for work performed through June 26, 2021. Gannett Fleming recommends payment for both AFP's.

Supervisor Charlotte Shaffer made a motion to approve paying both AFP number 1 in the amount of $67,072.95 and AFP number 2 in the amount of $88,481.70, seconded by Supervisor Don Knight. Approved Vote 4-0

Kevin Fox, Gannett Fleming Engineer advised the changes recommended by the Board and staff have been made to the Comprehensive Plan Survey and an updated survey has been provided in the packet. Discussion occurred.

Supervisor Charlotte Shaffer made a motion to approve the Comprehensive Plan Survey, glossy insert, in the merchandiser for 2 consecutive weeks, seconded by Supervisor Don Knight. Approved Vote 4-0

Kevin Fox, Gannett Fleming Engineer discussed the Stormwater fee calculation assessment and advised Gannett Fleming has questions regarding this and recommended the township have a committee meet with Gannett Fleming to discuss further. Discussion occurred.

Supervisor Charlotte Shaffer suggested Gannett Fleming email any questions regarding Stormwater to the Board and then it can be discussed at next month's meeting.

Kevin Fox, Gannett Fleming Engineer advised he was onsite at the Church Street property with the Stormwater issue and should have something in writing to provide to the Board next month.

11. New Business

No new business.

12. Old Business

No old business.

13. Public Comment

Gramps Livelsberger asked if SAVES is looking at other opportunities and to define "EMS."

Joni Swope commented on the Chapel Meadows sidewalk waiver and school bus pickups. Discussion occurred.

Vice Chair Thomas Weaver defined EMS as emergency medical services. Discussion occurred.

Fire Chief Tom Lawrence of SAVES Fire Department commented on the Regional/Municipal EMS Services proposal and the involvement of SAVES. Discussion occurred.

Bob Miller of 3176 Hanover Road thanked the Board and staff for providing the monthly treasurer's reports.

Tom Sheaffer of 16 Bethel Court commented on his support of Fire Chief Tom Lawrence's comments.

David Murren commented that information should be coming from SAVES fire chief.

14. MEETING SCHEDULE

August 5, 2021 (Planning Commission) 6:00 PM
August 11, 2021 (Public Safety Committee) 8:30 AM
August 11, 2021 (Finance/Operations) 9:30 AM
August 16, 2021 (Workshop) 5:30 PM
August 16, 2021 (Board of Supervisors) 6:30 PM

15. ADJOURNMENT

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 8:20 pm, seconded by Supervisor Charlotte Shaffer. Approved Vote 4-0

Respectfully Submitted:

Angela Pabon, Secretary/Treasurer