Finance/Operations

June 10, 2020

Minutes

Attendance (Roll Call):

Chair Charlotte Shaffer
Supervisor Louann Boyer
Supervisor Thomas Klunk
Assistant Secretary-Treasurer Angela Pabon
Zoning/Code Enforcement Officer Dave Arndt
Maintenance Manager Scott Small

Supervisor Don Knight- Absent
Vice Chair Thomas Weaver- 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 9:38 a.m.

Public Comment:

None

Minutes:

Supervisor Louann Boyer made a motion to approve the May 13, 2020 Finance/Operations meeting minutes with one change on a supervisors title seconded by Supervisor Thomas Klunk.
Approved Vote 3-0

Admin:

Discussion occurred regarding the possibility of the audit firm, Brown Schultz Sheridan & Fritz, coming in to explain the audit at the July Finance/Operations meeting.

Discussion occurred regarding a letter, dated May 18, 2020, requesting a street light on a private lane on Oxford Avenue.

A correspondence dated May 29, 2020 from Hanover Borough regarding hydrant flushing was included in the packet for review.

Drafts of Ordinance 2020-A, Pretreatment Ordinance and Ordinance 2020-B, Floodplain Ordinance were included in the packet for review.

Recreation:

Discussion and review occurred regarding the Venom Lacrosse Agreement and the Gettysburg Youth Soccer Club Agreement.

Stormwater:

Discussion occurred on allowing the staff to perform a one-time removal of penalties on first time late Stormwater bill request.

Scott Small, Maintenance Manager, advised there is a stormwater issue at 54 Evergreen Drive. He explained it involves a separated stormwater pipe in the resident's yard and past practice is for the township not to get involved with issues on private property and involving private infrastructure. The Board unanimously agreed the owner is responsible to take care of the

stormwater issue occurring on private property at 54 Evergreen Drive. Scott Small, Maintenance Manager, advised he will inform the resident.

Maintenance:

Scott Small, Maintenance Manager, reviewed the maintenance report including the preemption device was installed and activated but adjustments may need made, a police report was made for two stolen traffic signal signs in Mt. Pleasant area on Hanover Pike that needed replaced at $88.00 each. He advised a discussion will need to occur with the Township Engineer to update the 5 year plan for roads. Oxford Avenue and Ram Drive are currently still on the plan. Year 2022 would be the next major project and odd years are minor projects.

Zoning / Planning:

Zoning/Code Enforcement Officer, Dave Arndt, advised there will be a Zoning Hearing Board meeting on June 17, 2020 but there will be no meeting on July 1, 2020.

The Planning Commission recommends Ordinance 2020-A and Ordinance 2020-B for approval.

A sketch plan was received for the Oxford Avenue project and will be addressed at the July 2, 2020 Planning Commission meeting.

Engineer:

Zoning/Code Enforcement Officer, Dave Arndt, gave a review of the monthly engineers report including the following:

The 2020 street improvement project for Poplar Street has been completed and a change order and payment request will need action by the Board.

Blettner Basin is currently under review by ACCD and Plum Creek Park will be posted for bid in the next few weeks. A minor amendment, regarding changes to impervious area, was required by ACCD. Bids are scheduled to be opened July 20, 2020.

Action will be needed by the Board for a letter of Intent for the Army Corps of Engineers to explore a second funding option for the stream bank stabilization, PRP project.

Engineering is currently reviewing the cost and effort associated with completing the Township's Comprehensive Plan. The Planning Commissions recommending the Township Engineer provide an update and estimate to complete the Comp Plan and put it into a final draft.

Police Pension:

The Police Pension Budget and the 2019 MMO and revised 2019 MMO were included in the packet for review.

New Business:

Discussion occurred regarding reopening the offices and having public meetings. The Chair Charlotte Shaffer advised we will discuss it at Monday's Board of Supervisor's meeting.

Old Business:

None at this time.

Supervisor Louann Boyer made a motion to adjourn the Finance/Operations meeting at 10:13 a.m, seconded by Supervisor Thomas Klunk.

Respectfully submitted by:
Angela Pabon, Assistant Secretary-Treasurer