Finance/Operations
June 16, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer
Supervisor Don Knight - phone

Supervisor Thomas Klunk - Absent
Vice Chair Thomas Weaver- Absent

Secretary-Treasurer, Angela Pabon
Dave Arndt, Zoning/Code Enforcement Officer
Maintenance Manager, Scott Small
Virginia Thornton, Gannett Fleming Engineer

Audience:

No one was in the audience.

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

The meeting commenced at 9:30 am.

Public Comment on agenda items:

No public comment was provided.

Minutes:

Supervisor Don Knight made a motion to approve the May 12, 2021 Finance/Operations meeting minutes, seconded by Supervisor Charlotte Shaffer. Approved 3-0

Admin:

The Electronic Recycle Event will occur on June 17, 2021 from 11:30 a.m. to 2:30 p.m. at the Township Building.

A correspondence received on June 2, 2021 from PLGIT regarding the American Rescue Plan Funds, was included in the packet for review.

The Secretary/Treasurer has applied for the American Rescue Plan Grant which will need ratified at Monday's Board of Supervisors meeting.

Stormwater:

Chair Louann Boyer advised billing, billing cards and notices for Stormwater will need to be discussed at the Board meeting.

Recreation:

New Oxford Football requested use of the Plum Creek Park for an agility camp in June, July and August. They would be utilizing one lacrosse field.

A letter was received from Chris Bunty requesting use of the Plum Creek Park for Hanover Rhinos Football practice.

Hanover Soccer Club will be at the June Board of Supervisors Workshop to discuss using the Plum Creek Park.

AVO Soccer Club's sign was put up at the park without the Board's approval. Discussion occurred.

Chair Louann Boyer suggested the Board consider starting a Recreation Committee to handle recreation related items including park development and grants.

Maintenance:

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

He advised the Board will need to make a motion for the ARLE Grant Application to upgrade the Conewago Township Elementary School lights. The lights would be solar and this would be a $20,000.00 grant with no match.

The street sweeper was down and cost approximately $1500.00 to fix. The repairs were done by Maintenance.

Delone Catholic requested Conewago Township to street sweep their parking lot. Discussion occurred.

He advised he was able to negotiate the cost of the portable toilets for the Parks which will be $136.00 lower for the rest of this year and $336.00 lower for next year.

He advised the fire alarms went off over the weekend. He will be getting a quote to replace the fire alarm system next year.

Zoning / Planning:

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

There will be no Zoning Hearing Board meeting for July.

There have been 6 waivers submitted by UTZ Quality Foods for the trailer parking lot. Only 5 of the waivers are needed. The Planning Commission recommended the trailer parking lot for conditional approval.

Engineer:

Virginia Thornton, Gannett Fleming Engineer, reviewed her engineer's report including the following:

A preconstruction meeting has been requested by the contractor for the 2021 Street Maintenance Project.

Arrows Point plan was discussed at the Planning Commission meeting.

The Township is waiting for a revised plan from Chapel Meadows. Zoning/Code Enforcement Officer, Dave Arndt advised he was told the revised plan should be here this afternoon.

The Blettner Basin PRP project is behind schedule.

The Plum Creek Park project is progressing and discussion occurred on progress and Virginia Thornton, Gannett Fleming Engineer, advised the Board of an application for payment.

Gannett Fleming Engineer's planning team is working on intial tasks for the Comprehensive Plan and will be discussing the survey questions at the Planning Commission meeting in July.

Coordination with staff regarding stormwater issues and reviews for Church Street, Oxford Avenue and Plum Creek are ongoing.

The Engineer is working on a grant payment request that was submitted but payment was not processed and in the next few weeks Engineering will be submitting a request for reimbursement from the grant agencies. Discussion occurred on grants.

She advised they are having a hard time getting updates on the Sherry Village grant due to limited staff at DEP.

Zoning/Code Enforcement Officer, Dave Arndt, mentioned that it was discovered that a developer in the Township is in violation of the driveway setback for 2 new homes on Chapel Ridge. The developer requested temporary use and occupancy until they correct the violation. Zoning/Code Enforcement Officer, Dave Arndt, stated he denied the request. The developer stated they began removing the driveways and will be reinstalling them in compliance.

New Business:

No new business was discussed.

Old Business:

No old business was discussed.

Public Comment:

No public comment was provided.

Supervisor Charlotte Shaffer made a motion to adjourn the Finance/Operations meeting at 9:58 a.m., seconded by Supervisor Don Knight. Approved Vote 3-0

Respectfully submitted by:

Angela Pabon, Secretary-Treasurer