Finance/Operations
March 10, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer
Supervisor Thomas Klunk
Supervisor Don Knight- On Phone

Vice Chair Thomas Weaver- Absent

Secretary-Treasurer Angela Pabon
Dave Arndt, Zoning/Code Enforcement Officer
Police Chief Gary Baumgardner

Maintenance Manager Scott Small - Absent
Virginia Thornton, Gannett Fleming Engineer – Absent

Audience:

Tony Eline of 12 Linden Avenue and Steve Markle of 582 Oxford Avenue.

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

The meeting commenced at 9:37 am.

Public Comment on agenda items:

No public comment was provided.

Chair Louann Boyer advised residents to include their information on concerns to the Township. The Township does not address anonymous letters because the township is unable to identify if the letter is coming from someone within the township.

The February 10, 2021 Finance/Operations meeting minutes were addressed later in the meeting.

Admin:

The budget was not discussed due to the absence of Supervisor Thomas Weaver.

Discussion occurred regarding the Spring 2021 newsletter.

A Correspondence received from the Realtors Association of York & Adams Counties (RAYAC) on February 19, 2021 was in the packet for review. Discussion occurred.

Chair Louann Boyer read letter received from Bryan Warner, Chief Executive Officer of the VNA, expressing sight distance concerns with trucks parking along Madison Street.

Chair Louann Boyer read a letter received from Andrew Smith, a township resident, regarding a safety concern at Loot Avenue and Squire Alley. Discussion occurred.

Steve Markle of 582 Oxford Avenue expressed concerns regarding the aesthetics of the Police fence. Discussion occurred.
Mr. Markle provided pictures of the fence to the Board.
Supervisor Shaffer advised she will research screening for fencing and pricing.

Steve Markle of 582 Oxford Avenue left the meeting at 10:03 am.

Minutes:

Supervisor Charlotte Shaffer made a motion to approve the February 10, 2021 Finance/Operations meeting minutes, seconded by Supervisor Thomas Klunk. Approved Vote 4-0

Maintenance:

Scott Small, Maintenance Manager, was not present for the meeting therefore, there was no maintenance report.

Zoning / Planning:

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

The new Code Enforcement truck with bed liner and a tool box has arrived.

The new backhoe has arrived.

The requested use variance for a tattoo parlor at 5955 Hanover Road has been denied by the Zoning Hearing Board.

There will be no Zoning Hearing Board meeting in April.

The Township Solicitor has drafted an ordinance amendment for the Maximum Floor Area Ratio and that language to be removed, recommended by the Planning Commission.

Six applications were received for the part-time Code Enforcement position. Yesterday was the deadline to submit applications.

There are 13 properties still in violation for trees. Residents are asking for a deadline extension until April 1, 2021. Discussion occurred.

Two waivers were received from Conewago Enterprise concerning their parking lot extension. One waiver is to accept the plan as a preliminary final and the other waiver is to allow the plan scale to be 1"=150' versus the required 1"=100' so the plan fits on one page.

The property at 214 Ram Drive and 60 Ram Drive are requesting an extension to June 22, 2021.

Arrows Point is requesting a deadline extension to May 31, 2021*.
*Corrected from the original stated date of April 30, 2021.

Chair Louann Boyer advised yesterday she signed paperwork for Conewago Contractors regarding the Blettner Avenue to release the bond. The signing of this document nullifies everything. Once Conewago Contractors' Solicitor receives all paperwork, he will send a letter to the Zoning Hearing Board indicating that ZHB Case 3-2019 is no longer necessary.

The Engineer's report was addressed later in the meeting.

New Business:

Mitchell Knorr Contracting requested a waiver of the OCP insurance policy for the Blettner Basin project due to the size of the project. Chair Louann Boyer asked Solicitor Shultis about this request and he advised it was included as a requirement in the bid documents. Therefore, Angela Pabon, Secretary/Treasurer, will contact Gannett Fleming to advise Mitchell Knorr Contracting that the OCP insurance policy will be required.

Last week, Chair Louann Boyer, Maintenance Manager Scott Small, Chief Baumgardner and Secretary/Treasurer Angela Pabon had a zoom meeting with Nick Gilbert of Enterprise regarding their fleet program leasing opportunities. Discussion occurred.

The PSATS conference is cancelled however, they are offering all 60 virtual workshops for $99.00 for all PSATS members.

Adams County has been contacted by the Township regarding our intent to participate in the joint bid for a trash hauler.

Gerry Funk submitted a request for Precision Cut Industries, 214 Ram Drive, for a permanent easement agreement for a driveway. It has been forwarded to the Township Solicitor for review. Discussion occurred.

Engineer:

Dave Arndt reviewed the Engineer section in the absence of Gannet Fleming Engineer, Virginia Thornton.

Gannet Fleming Engineer, Virginia Thornton, is out unexpectedly due to a family emergency but will be attending the March 15, 2021 meeting.

The 2021 Street Maintenance bid opening will occur at 5:30 pm on March 15, 2021 Board of Supervisors workshop.

The bids and associated contract documents are being reviewed by the engineer for the Blettner Basin Retrofit Project.

The bids and associated contract documents are being reviewed by the engineer for the Plum Creek Community Park project.

Comprehensive plan update copies will be provided to the Township on March 15, 2021 and distributed to Planning Commission on March 16, 2021.

The Engineer will be meeting with Township staff on Monday, March 15, 2021 to review invoices.

New Business Continued:

Discussion occurred on Advanced Disposal/Waste Management resident concerns.

Chair Louann Boyer advised she was invited to be part of the plan team for the Adams County Countywide Action Plan. Discussion occurred.

Dave Arndt, Zoning/Code Enforcement Officer advised there is a new business at 110 W. Eisenhower Drive named Simpson Benefits and Acquisitions.

Old Business:

No old business was discussed.

Public Comment:

No public comment was provided.

Supervisor Thomas Klunk made a motion to adjourn the Finance/Operations meeting at 9:48 a.m., seconded by Supervisor Charlotte Shaffer. 4-0 Approved Vote

Respectfully submitted by:

Angela Pabon, Secretary-Treasurer