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

BOARD OF SUPERVISORS REGULAR MEETING MARCH 15, 2021

Chair Louann Boyer called the meeting to order at 6:31 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 Thomas Klunk
Charlotte Shaffer Don Knight

The following appointed Township professionals were also in attendance:
Tim Shultis, Solicitor Police Chief Gary Baumgardner
Scott Small, Maintenance Manager Dave Arndt, Zoning/Code Enforcement Officer
Angela Pabon, Secretary/Treasurer
Virginia Thornton, Gannett Fleming Engineer- Arrived at 7:11 p.m.

The meeting was Facebook livestreamed and open to the public.

Approximately 10 people were in attendance including: Tony Eline of 12 Linden Avenue, Fred Wilke of 248 Oxford Avenue, Harry McKean for Chapel Meadows, Bob Sharrah for Residence on Church, William Popovich and Ellen Ryan of 36 Franklin Drive, Chris Trone of 350 Third Street and 3 others.

1. PUBLIC COMMENT ON AGENDA ITEMS

No public comment was provided.

2. MINUTES

Supervisor Charlotte Shaffer made a motion to approve the February 10, 2021 Special Meeting Minutes as amended, seconded by Supervisor Thomas Klunk. Discussion occurred. Approved Vote 5-0

Supervisor Don Knight advised the Board that unfortunately for Abbottstown Borough residence, they will need to travel to Adams County to pay their taxes now. Supervisor Charlotte Shaffer advised the school will be collecting the school taxes.

Supervisor Charlotte Shaffer made a motion to approve the February 15, 2021 Workshop and Regular meeting minutes, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

3. COMMUNICATIONS AND INTERACTIONS

The SAVES February report was included in the packet and posted on the township website for review. SAVES also provided the Board with their 2020 year-end report.

A newsletter received on February 19, 2021 from the Land Conservation of Adams County was included in the packet for review.

A newsletter received on March 8, 2021 from YMCA Kids Come First was included in the packet for review.

Chair Louann Boyer advised a letter was received on March 11, 2021 from Penn Township Volunteer Emergency Services. Chair Louann Boyer read the letter which served as a ninety (90) day notice of the discontinuation of operation of Penn Township Volunteer Emergency Medical Services.

4. REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

Vice Chair Thomas Weaver made a motion to table the discussion on budget until next month's meeting, seconded by Supervisor Charlotte Shaffer. 5-0 Approved Vote

Discussion occurred regarding a letter received from Bryan Warner, Chief Executive Officer of the VNA, regarding trucks sitting along Madison Street. In the letter, Bryan Warner expressed a sight distance safety concern for those attempting to enter and exit the two business entrances due to trucks parking along Madison Street.
Scott Small, Maintenance Manager, advised he will reach out to LTAP and Bryan Warner.

Discussion occurred regarding a letter received from Andrew Smith, Township resident, regarding Loot Avenue and Squire Alley. In the letter, Andrew Smith expressed a limited visibility concern when traveling through this intersection. He requested the Township consider making this intersection a four-way stop. Chief Baumgardner advised there have been two accidents at this intersection in 19 years.
Vice Chair Thomas Weaver advised we should respond thanking Andrew Smith but advising this is not a traffic hazard.

The Adams County Countywide Action Plan was addressed later in the meeting.

Discussion occurred regarding a resident's concern with the color of the police fence.

Supervisor Charlotte Shaffer made a motion to table the police fence discussion until the budget process is started seconded by Supervisor Thomas Klunk. 5-0 Approved Vote

Discussion took place on the Office Administration job description provided in the packet for review.

Supervisor Charlotte Shaffer made a motion to accept the Office Administrator description with an addendum to the Zoning Officer job description, seconded by Supervisor Thomas Klunk.
4-1 Approved Vote
Vice Chair Thomas Weaver voted against

Discussion occurred regarding the Adams County Countywide Action Plan, Urban Advisory Team. Chair Louann Boyer advised Adams County Countywide Action Plan asked that she be on the Urban Advisory Team based on our municipality being one of the three MS4 municipalities in Adams County.

Vice Chair Thomas Weaver made a motion for Louann Boyer to be our representative for the Adams County Countywide Action Plan, Urban Advisory Team and to bring back the necessary information from the initial meeting, seconded by Supervisor Don Knight.
Discussion Occurred. 3-2 Approved Vote
Supervisor Charlotte Shaffer and Supervisor Thomas Klunk voted against

Virginia Thornton, Gannett Fleming Engineer, arrived at 7:11 p.m.

5. REPORT FROM SECRETARY-TREASURER

Supervisor Charlotte Shaffer made a motion to approve the Secretary/Treasurer's Report and approve the bills paid/to be paid for February 13, 2021 to March 11, 2021, seconded by Vice Chair Thomas Weaver. 5-0 Approved Vote

6. REPORTS FROM DEPARTMENTS

- **Police**

The Police Department's February report and Monthly Newsletter were enclosed in the packet for review.

Police Chief Gary Baumgardner advised the Police Department had 123 traffic citations, 6 non-traffic citation, 123 warnings, 63 faulty cards, 2 parking tickets, 1 drug/alcohol combined DUI, 4 Alcohol related DUI's and 2 drug related DUI's. The Police Department had a total of 292 calls.

Active cases have come down from 33 last month to 13 this month.

- **Township Solicitor Shultis**

Tim Shultis, Township Solicitor, addressed each item on the agenda under his section.

Supervisor Charlotte Shaffer made a motion to approve the advertisement for the public hearing and notice of intent to adopt Ordinance 2021-A, Maximum Floor Area Ratio for the next Board of Supervisors meeting, April 19, 2021, seconded by Supervisor Don Knight.

Approved Vote 5-0

Supervisor Don Knight made a motion to approve Ordinance 2021-B, Repealing Brake Retarders, an Ordinance of the Township, for advertisement for adoption at the Board's April 19, 2021 meeting, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Tim Shultis, Township Solicitor, advised the Draft outline of the Land Use Presentation and the Order of Court dated March 1, 2021 for Racehorse Road LLC were given to the Board.

Tim Shultis, Township Solicitor, advised the agreement with Conewago Contractors regarding the letter of credit was executed and recorded. Therefore, this is complete with the exception of the Municipal Authority.

Tim Shultis, Township Solicitor, advised he provided proposed ADA language to the Board which the Board can use in their advertisements. Discussion occurred.
The Board advised the ADA be put on the website and the door.

- **Maintenance Department**

The Maintenance report was a handout.

Scott Small, Maintenance Manager, advised Spring street sweeping will begin in the Township next week. This does not included PennDOT roads due to MS4 requirements to weigh and pay to dispose of all materials. The new Code vehicle has arrived, and the vehicle cost came in $7,500.00 under budget. The new backhoe is here and the old backhoe will be listed on Municibid this week. The old crack sealer was listed on Municibid today.

Scott Small, Maintenance Manager, advised the President of the Conewago Valley Soccer Club, John Topper, contacted him about lighting for the soccer fields. He advised he will speak to John Topper about coming to an upcoming meeting to present the information to the Board.

7. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated March 12, 2021.

DEP approved the 2021 Electronic Collection event dates

The next Electronic Waste Recycling Event will occur on Saturday, March 20, 2021 from 9 a.m. to 12 noon.

Six applications have been received for the part-time Code Enforcement position. Chair Louann Boyer and Supervisor Thomas Klunk will sit in on the interviews with Dave Arndt, Zoning/Code Enforcement Officer. Discussion occurred on hiring at the April Board of Supervisors Meeting.

8. SUBDIVISION/LAND DEVELOPMENT

The Planning Commission draft meeting minutes for March 4, 2021 were included in the packet for review.

Conewago Enterprises – Parking Lot Expansion LDP

A waiver requesting relief from Section 135-16 was received from Conewago Enterprises.

Supervisor Charlotte Shaffer made a motion to approve the waiver request for Conewago Enterprises, from Section 135-16, to allow the plan to be submitted as a Preliminary/Final LDP as recommended by the Planning Commission, seconded by Supervisor Thomas Klunk.
Discussion occurred Approved Vote 5-0

A waiver requesting relief from Section 135-16.A(1) was received from Conewago Enterprises.

Supervisor Thomas Klunk made a motion to approve the waiver request for Conewago Enterprises from Section 135-16.A(1), to allow the plan to be 1"=150', instead of 1"=100' as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

214 Ram Drive – Precision Cut Industries LDP

A request was received from 214 Ram Drive, Precision Cut Industries, asking the plan action deadline to be extended from March 16, 2021 to June 22, 2021.

Vice Chair Thomas Weaver made a motion to approve the extension request for 214 Ram Drive, Precision Cut Industries, to June 22, 2021 as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

60 Ram Drive – Precision Cut Industries – LDP

A request was received from 60 Ram Drive, Precision Cut Industries, asking the plan action deadline to be extended from March 16, 2021 to June 22, 2021.

Vice Chair Thomas Weaver made a motion to approve the extension request for 60 Ram Drive, Precision Cut Industries LDP to June 22, 2021 as recommended by the Planning Commission, seconded by Supervisor Don Knight. Approved Vote 5-0

Arrows Pointe – Preliminary Subdivision Plan

A request was received from Arrows Pointe asking for the plan action deadline to be extended from March 21, 2021 until May 31, 2021.

Vice Chair Thomas Weaver made a motion to approve the extension request for plan action deadline for Arrows Pointe, Preliminary Subdivision Plan to May 31, 2021 as recommended by the Planning Commission, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Bob Sharrah and Chris Trone were not on the agenda but were in person on behalf of Residence on Church.
Bob Sharrah advised the Engineer's comments were received and he believes the project is ready to move on. He advised the remaining comments are relative to outside agencies.
Chair Louann Boyer advised nothing is prepared tonight so the Board would need to request that they come back. Dave Arndt, Zoning/Code Enforcement Officer advised he was unaware the applicant was coming tonight and therefore does not have a resolution prepared for plan approval.

9. ZONING

Dave Arndt, Zoning/Code Enforcement Officer, advised there will be no Zoning Hearing in April.

During the March 3, 2021 Zoning Hearing Board, the request for a tattoo parlor at 5955 Hanover Road was denied.

10. Township Engineer

The Engineer's report dated March 9, 2021 was included in the packet for review.

Virginia Thornton, Gannet Fleming Engineer, asked that the Board allow the Solicitor and Engineer to review the only bid received for the 2021 Road Construction Project.

Vice Chair Thomas Weaver made a motion to authorize the Solicitor and Engineer to review the bid documents, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Virginia Thornton, Gannet Fleming Engineer advised they are looking through the contract documents for Blettner Basin and Plum Creek Community Park.
The OCP has been submitted for the Blettner Basin Project.

The updated Comprehensive Plan has been provided to the Township today.

With regards to Plum Creek Park, Engineering will be in contact with township staff and the board regarding a notice for the adjacent property owners.

11. New Buisness

Ellen Dehoff from the Adams County Land Preservation program notified Chair Louann Boyer of round 14 bids and we have several applicants listed. Ellen Dehoff will be presenting to the Board next month or the following month.

12. Old Buisness

No old business.

13. Public Comment

Bob Miller commented on the lack of discussion on the draft outline of the land use presentation and order of court date March 1, 2021.

Joni Swope commented on no information provided for those two items to which Mr. Miller referred.

Chair Louann Boyer advised they were just informational for the Supervisors.

Pat Hubbard commented on cars parked near the corner at the intersection of Conewago Drive and Church Street.

Chief Baumgardner advised when they are in violation, they get tickets.

Fred Wilke of 248 Oxford Avenue commented on the Residence on Church project revised plans.

Bob Miller commented on the order of the court.
Solicitor Tim Shultis advised it's a briefing schedule and doesn't need discussion.

14. MEETING SCHEDULE

April 1, 2021 (Planning Commission) 6:00 PM
April 14, 2021 (Public Safety Committee) 8:30 AM
April 14, 2021 (Finance/Operations) 9:30 AM
April 19, 2021 (Workshop) 5:30 PM
April 19, 2021 (Board of Supervisors) 6:30 PM
April 21, 2021 (Police Pension Committee) 10:00 AM

15. ADJOURNMENT

Vice Chair Thomas made a motion to adjourn the meeting at 7:53 p.m., seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Secretary/Treasurer