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

BOARD OF SUPERVISORS REGULAR MEETING NOVEMBER 15, 2021

Chair Louann Boyer called the meeting to order at 6:30 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- phone

The following appointed Township professionals were also in attendance (Roll Call):
Issac Wakefield for the Township Solicitor, Lee Stinnett Scott Small, Maintenance Manager
Angela Pabon, Secretary/Treasurer Dave Arndt, Zoning/Code Enforcement Officer
Chief Gary Baumgardner Kevin Fox, Engineer of Gannett Fleming- Arrived at 6:44 p.m.

Lee Stinnett, Solicitor- Absent

The meeting was Facebook livestreamed and open to the public.

Attendance: There were approximately 13 people in the audience including Bob Miller of 3176 Hanover Pike and Tony Eline of 12 Linden Avenue, Michael Cooper-White of the Gettysburg Times, Averlon Hines and Christie Miller of AVO, Harry McKean and Charles McKean of New Age Builders, Laura Neiderer, Sherri Clayton Williams and Andrew Merkle of Adams County Transportation and Planning Organization, Sarah Clark of New Oxford Youth Lacrosse, Sarah Kipp for Land Conservation and Jane Bond of 45 Elk Drive.

1. EXECUTIVE SESSIONS

There were Executive sessions held prior to the Board of Supervisors meeting on October 18, 2021 and November 15, 2021, both of which were to discuss personnel matters and information related to the negotiation of the Collective Bargaining Agreement.

2. PUBLIC COMMENT ON AGENDA ITEMS

Bob Miller of 3176 Hanover Pike commented on the Adams County Economic Alliance Request, Capital Blue Cross and shopping around for health insurance, the Collective Bargaining Agreement details and expressed support of the Stormwater fee suspension resolution.

3. ADAMS COUNTY – LONG RANGE TRANSPORTATION

Laura Neiderer, Sherri Clayton Williams and Andrew Merkle of Adams County presented information on the Adams County Transportation and Planning Organization (ACTPO) and the Long Range Transportation Plan. They provided the Board of Supervisors and audience with packet handouts. The presentation included background, purpose, mapping and a list of completed and programmed projects related to the Long Range Transportation Plan. The representatives for ACTPO provided time for thoughts, concerns and feedback to identify needs and priorities in the Township.

Discussion occurred regarding the PennDOT Eisenhower Extension Project, relationship between transportation project planning and the overall comprehensive plan of the county, land use, improvements needed on Route 116 through McSherrystown, Eisenhower Extension project options, Comprehensive Planning.

Bob Miller of 3176 Hanover Pike commented on Route 194 and Racehorse Road being a safety issue. Discussion occurred regarding adding a street light at that intersection.

Discussion continued regarding prioritizing projects, traffic in McSherrystown on 116, clarification on the Eisenhower Extension options and no trucks on Sunday Drive.

The representatives from ACTPO advised the Board of Supervisors to contact them if they have any other concerns on roads to report.

4. MINUTES

Vice Chair Thomas Weaver made a motion to approve the October 18, 2021 Workshop and Regular Meeting Minutes, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

5. COMMUNICATIONS AND INTERACTIONS

SAVES October report and profit and loss report for July through September 2021 were included in the packet for review.

Discussion occurred regarding the Adams County Economic Alliance Request. Chair Louann Boyer advised she will reach out to Robin Fitzpatrick to present information to the Board of Supervisors on the Adams County Economic Alliance.

Rabbittransit provided their 2020-2021 Annual Report for review.

REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

A packet for the Capital Blue Health and Vision insurance benefits for 2022 was in the packet for review.

Vice Chair Thomas Weaver made a motion to approve the renewal of the Capital Blue Cross Gold PPO 500 plan for Township employees for the coming year, seconded Supervisor Don Knight.
Discussion occurred on only have one health insurance option from which to choose.
Approved Vote 3-2
Supervisor Thomas Klunk and Supervisor Charlotte Shaffer voted against.

Vice Chair Thomas Weaver provided an update on the Collective Bargaining Agreement for the Police Department. He advised based on the suggestion of the Board, the Collective Bargaining Agreement will be send to the labor attorney for review.

A letter of resignation for the Assistant Secretary/Treasurer, Carly Forbes, was included in the packet for review.

Vice Chair Thomas Weaver made a motion to accept her resignation with regret, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Vice Chair Thomas Weaver made a motion to approve advertising to hire an Assistant/Secretary Treasurer and make the job description available to candidates that apply, seconded by Supervisor Charlotte Shaffer.
Discussion occurred regarding the manner of advertisement. Approved Vote 5-0

The Board discussed scheduling a Special meeting to discuss the budget. The Board will be having a Special Budget Meeting on November 29, 2021 at 6:00 p.m.

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Dave Arndt, Zoning/Code Enforcement Officer discussed the RFPs received for Engineering. He advised the Board will need to review all 3 received and then have a discussion at the December meeting.

Supervisor Charlotte Shaffer made a motion to approve the 2022 meeting schedule for advertisement, seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Vice Chair Thomas Weaver made a motion to enact the data use authorization on the analysis on mapping to do with appropriate delineation for the fire company, seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Chair Louann Boyer updated the Board of Supervisors on the radon kit correspondence addressed at a prior meeting. There were concerns regarding releasing addresses of the residents to a third party in order to distribute radon kits. Discussion occurred.

Ag Preservation

Ellen Dayhoff of the Adams County Agricultural Land Preservation Board provided a thanked the Board of Supervisors for their financial participation in the easement purchase of 564 Race Horse Road and 965 Hostetter Road in the amount of $400,000.00. The letter also provided the next steps in the process.

A letter from The Land Conservancy of Adams County was included in the packet for review. Sarah Kipp of Land Conservancy of Adams County discussed the program and the letter. Sarah Kipp discussed a farm in Conewago Township next to a farm in Union Township in which the owner of both is interested in permanently preserving. The request from the Township is for $100,000.00. Discussion occurred.

Vice Chair Thomas Weaver made a motion to commit up to $100,000.00 based on the information from Sarah as to what she might need when the application process is in process seconded by Supervisor Charlotte Shaffer. Approved Vote 5-0

Supervisor Charlotte Shaffer asked for information on the Land Conservancy Program.

Vice Chair Thomas Weaver promoted and expressed his support of the Land Conservancy program and being a member of that program.

Recreation

Chair Louann Boyer advised everytime she has been past the park, there are people there and it's great to see.

Sarah Clark of New Oxford Youth Lacrosse asked the Board's permission to put up an additional pole for signage at Plum Creek Park so they may put up a sign for their program. Scott Small, Maintenance Manager, discussed this further.
Sarah Clark also discussed the contract length and days of use.

Averlon Hines of AVO Soccer Club asked the Board for permission to put up a security camera at Plum Creek Park on the section he is using. He advised he will donate the money for the electric to the Township. Discussion occurred.
Scott Small, Maintenance Manager, discussed the current camera setup. AVO will be working with Scott Small to see if they can add a camera to the existing cameras or reposition one of the current cameras to cover AVO's area.
Averlon Hines also expressed interest in acquiring more field space if available.

Scott Small, Maintenance Manager, advised the tree planting will be beginning the next week or two.

Stormwater

Resolution 2021-AA, Suspension of Stormwater fees for 2022 was included in the packet for review. Chair Louann Boyer read the Resolution. Issac Wakefield of Salzmann Hughes advised they would provide a revision of Resolution 2021-AA. The Board tabled Resolution 2021-AA until next month.

REPORT FROM SECRETARY-TREASURER

Vice Chair Thomas Weaver made a motion to approve the Secretary/Treasurer's Report and the bills paid/to be paid, October 16, 2021 to November 12, 2021, seconded by Supervisor Charlotte Shaffer.

Approved Vote 5-0

REPORTS FROM DEPARTMENTS

Police

The Police Department's October report and newsletter were enclosed in the packet for review.

Chief Gary Baumgardner advised the Board of the following:

Stats are available on the website and the newsletter is out as of today.

The Police Department started letters of intent for interdepartmental employees interested in the Detective position.

The new server is online and going well.

Currently, the department is in its third week of policy review with Lexipol.

Trick-or-Treat occurred and Drug Take Back went well with 7 boxes of meds at around 170 pounds received.

The Police Department is still in transition to less lethal shot guns. Chief Gary Baumgardner explained the transition process. Discussion occurred.

Township Solicitor

Issac Wakefield attended the meeting for Solicitor Lee Stinnett.

Issac Wakefield advised an easement for the hydrant on Blettner Avenue is likely not needed due to the hydrant being in the public right-of- way, therefore the deed of dedication will be revised for execution at the next meeting.

Maintenance Department

The Maintenance report was included in the packet for review.

Scott Small, Maintenance Manager, advised the Board of the following:

Crack sealing and street sweeping are occurring.

Scott Small, Maintenance Manager, advised WFX came in as low bid for the alarm system. A 50% down payment in the amount of $5262.50 is required.

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Supervisor Charlotte Shaffer made a motion to approve the purchase of an alarm system from WFX and the Secretary/Treasurer cutting a check to cover the 50%, Supervisor Don Knight.

Approved Vote 5-0

Chair Louann Boyer asked Scott Small, Maintenance Manager, where Met-Ed is with the light on Racehorse Road. Discussion occurred. Scott Small advised he will follow-up with them.

6. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated November 9, 2021.

Zoning/Code Enforcement Officer, Dave Arndt, acknowledged the Police Chief and Officers in our Department for their communication with Code Enforcement.

Zoning/Code Enforcement Officer, Dave Arndt, update the Board of Supervisors on the 2022 Solid Waste contract which is on Penn Bid. The Penn Bid pre-bid meeting will be on November 17, 2021. The bids will be opened on December 15, 2021 at 11:00 a.m. Discussion occurred.

The 2020 904 Performance Recycling Grant has been received in the amount of $27,946.67.

Discussion occurred regarding getting the Adams County Economic Alliance coming to the Finance/Operations meeting and having trash contract bids following.

7. SUBDIVISION/LAND DEVELOPMENT

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

A waiver request has been received from 250 O' Brien Lane, regarding Section 135-13, to not require a Land Development Plan.

Dave Arndt, Zoning/Code Enforcement Officer asked the Board for a motion to approve or deny the request from Section 135-13 to not require a land development plan for the building addition.
Dave Arndt advised it did not go to Planning Commission.
Issac Wakefield suggested the waiver go to the Planning Commission.
The Board decided to have Dave Arndt take this to the Planning Commission to review.

8. ZONING

There will be a continued zoning hearing held on December 1, 2021 at the Zoning Hearing Board meeting for a use variance.

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

The Engineer's report for October was included in the packet for review.

Kevin Fox provided a handout of grant updates in table form for the Board to review. Kevin Fox discussed the grants.

9. New Business

No new business was discussed.

10. Old Business

No old business was discussed.

11. Public Comment

Joni Swope provided comment on improving current roads instead of spending funds on a new roads and developing a no build resolution for the Eisenhower Extension PennDOT project.

MEETING SCHEDULE

December 1, 2021 (Zoning Hearing Board) 6:00 PM
December 2, 2021 (Planning Commission) 6:00 PM
December 13, 2021 (Municipal Authority) 5:30 PM
December 15, 2021 (Public Safety Committee) 8:30 AM
December 15, 2021 (Finance/Operations) 9:30 AM
December 20, 2021 (Workshop) 5:00 PM
December 20, 2021 (Board of Supervisors) 6:30 PM

Chair Louann Boyer advised there will also be a Special Budget meeting on November 29, 2021 at 6:00 PM.

Angela Pabon, Secretary/Treasurer, advised Yard Waste Collection will occur on November 17 and 18, 2021 on regular pick-up days.

Scott Small, Maintenance Manager, advised the Electronic Waste Recycle will occur on December 16, 2021 from 11:30 a.m. to 2:30 p.m.

ADJOURNMENT

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 8:31 p.m., seconded by Supervisor Thomas Klunk. Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Secretary/Treasurer

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