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

BOARD OF SUPERVISORS REGULAR MEETING NOVEMBER 16, 2020

Chair Charlotte Shaffer called the meeting to order at 6:33 p.m. The meeting began with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance (Roll Call):
Chair Charlotte Shaffer Vice Chair Thomas Weaver Thomas Klunk
Louann Boyer Don Knight

The following appointed Township professionals were also in attendance (Roll Call):
Tim Shultis, Solicitor Police Chief Gary Baumgardner
Scott Small, Maintenance Manager Dave Arndt, Zoning/Code Enforcement Officer
Angela Pabon, Assistant Secretary/Treasurer
Virginia Thornton, Engineer of Gannett Fleming- Arrived at 6:47 p.m.

The meeting was Facebook livestreamed and open to the public.

Attendance: Eugene Zeyn of Weber Insurance, Fred Wilke of 248 Oxford Avenue, Tony Eline of 12 Linden Avenue, Ellen Ryan and William Popovich of 36 Franklin Drive, Patrick Shaeffer, Attorney Walter A. Tilley and one other.

1. Public Comment on agenda items
Ellen Ryan of 36 Franklin Drive provided comment on public safety, insurance and the CBA, Township growth impacting the budget and bond reductions.

2. **MINUTES**
Vice Chair Thomas Weaver made a motion to approve the October 19, 2020 Workshop and Regular Meeting Minutes and the October 27, 2020 Special Budget meeting minutes, seconded by Supervisor Louann Boyer. Approved Vote 5-0

3. **COMMUNICATIONS AND INTERACTIONS**
The SAVES October report was enclosed in the packet for review.

The 2020 winter Conservancy Newsletter was included in the packet for review.

Thank you letters were received from the YWCA- Safe Home, the YMCA- Kids Come First Campaign and the VNA on the recent 2020 donations received from the Township.

The Rabbittransit 2019-2020 Annual Reports were provided to the Township.

REPORTS FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration

Waste Management provided an acquisition of Advanced Disposal Services letter and asked permission to send letters out to notify residents.

Supervisor Louann Boyer made a motion to allow Waste Management to send letters out to the residents notifying them of the change, seconded by Supervisor Don Knight.
Approved Vote 5-0

Conewago Resources LP received a tax assessment refund in the amount of $1,893.00.

Chair Charlotte Shaffer advised that one of the duties of the Planning Commission, as read by the Planning Commission Chair, John Strevig, is the Comprehensive Plan.
The Planning Commission received a rough draft of the Comp Plan from the Engineer to review.
Discussion occurred regarding the 2021 budget for the Comp Plan.

The health insurance was discussed with regards to voting due to a possible conflict of interest. Tim Shultis, Solicitor, advised in an executive session, he would provide advice to Supervisor Louann Boyer regarding the Ethics Act if she wished.
Chair Charlotte Shaffer advised we will revisit the health insurance at the end of the Board of Supervisors meeting.

Vice Chair Thomas Weaver made a motion for tentative adoption and notice to advertise the 2021 budget with the millage to be reduced by .25 mils to 2.2609 mils with expenditures not to exceed $3,015,534.00, seconded by Supervisor Thomas Klunk. Approved Vote 4-0
Supervisor Don Knight abstained due to his wife being the tax collector.

The 2021 draft meeting schedule was included in the packet for review. Discussion occurred.

Vice Chair Thomas Weaver made a motion to accept the meeting schedule as printed to be advertised, seconded by Supervisor Don Knight. Approved Vote 5-0

4. REPORT FROM SECRETARY-TREASURER

Vice Chair Thomas Weaver made a motion to approve the Secretary/Treasurer's Report and bills paid/to be paid, October 17, 2020 to November 12, 2020, seconded by Supervisor Don Knight.
Approved Vote 5-0

REPORTS FROM DEPARTMENTS

Police

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

Chief Baumgardner advised the Police Department had 395 calls for service, 86 traffic citations, 2 non-traffic citations, 65 warnings, 35 faulty cards, 5 parking tickets, 3 72-hour parking notices,
1 Alcohol/Drug combined DUI's and 4 Alcohol related DUI's.

Chief Baumgardner advised the Board of the following:
Police Department applied for an Adams County grant through the Pennsylvania Commission on Crime and Delinquency (PCCD) in the amount of $1,180.00 for PoliceOne Academy under COVID relief.

The newsletter on Vegetation Management was included in the packet for review and distribution, pending the approval of the Ordinance.

The Police Department does comply with the Presidential order criteria, which has been sent to the state, regarding policies and procedures and how things are documented.

Chief Baumgardner discussed the Watch Guard in-car cameras. The proposal from Watch Guard came in at $43,517.00 which includes a 16 terabyte server and 5 year warranty. He discussed soliciting local clubs for donations towards the in-car cameras.

Vice Chair Thomas Weaver authorized the Chief to send solicitation letters for the in-car Watch Guard System pending approval of the text of the letter by the Board, seconded by Supervisor Thomas Klunk.

Approved Vote 5-0

Township Solicitor Shultis

Tim Shultis, Solicitor, explained Ordinance 2020-F which is an amendment to the Street and Sidewalk Ordinance related to the trimming of trees and prohibiting the discharge of grass, leaf waste or other yard waste into the public right-of-way.

Supervisor Don Knight made a motion to adopt Ordinance 2020-F, Vegetation Management, seconded by Vice Chair Thomas Weaver. Approved Vote 5-0

Tim Shultis, Solicitor advised the record of proceedings in the Race Horse Road procedural appeal has been filed with the prothonotary and advised he will be providing the complete record to Dave Arndt, Zoning/Code Enforcement Officer. Discussion occurred.

Municipal Authority

The Municipal Authority report for October to November 2020 was included in the packet for review.

Maintenance Department

The Maintenance report was included in the packet for review. Scott Small, Maintenance Manager, advised the school light timers were replaced on Friday, the new crack sealer arrived Friday and the old crack sealer will be sold on Municibid. Discussion occurred regarding the 10 retention ponds the Township takes care of.

Township Engineer (Virginia Thornton, Gannett Fleming, Inc.)

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

A memo was provided to the Board regarding current MS4 compliance including items outstanding in the program and items completed.

A bond release request was received from Precision Cut Industries, 115 Ram Drive, in the amount of $1,500.00. Virginia Thornton, Township Engineer, read the request letter to the Board.

Vice Chair Thomas Weaver made a motion to release the bond for Precision Cut Industries, 115 Ram Drive, in the amount of $1,500.00, seconded by Supervisor Don Knight. Vote Approved 5-0

Supervisor Don Knight made a motion to advertise the Plum Creek Community Park project, seconded by Vice Chair Thomas Weaver. Vote Approved 5-0

Virginia Thornton advised this project includes a ½ court basketball court, naturalized buffer stormwater facility, access drive, large parking area, pavilion and may include a few other items.

Supervisor Don Knight made a motion to advertise the Blettner Basin project, seconded by Supervisor Louann Boyer. Vote Approved 5-0

Chair Charlotte Shaffer advised that if anyone would like to view the Rabbit Transit Annual Report, she has a copy available for review.

5. CODE ENFORCEMENT

Zoning/Code Enforcement Officer, Dave Arndt, reviewed his monthly report, dated November 13, 2020.

Yard Waste Collection will occur November 18th and 19th with the regular trash pick-up.

The Electronic Drive will occur on December 10th at the Township Building from 11:30 a.m. to 2:30 p.m.

6. SUBDIVISION/LAND DEVELOPMENT

The Planning Commission draft meeting minutes for November 5, 2020 were included in the packet for review.

The preliminary/final land development plan for 370 Church Street, Bobcat, has been tabled until the December Planning Commission meeting.

Supervisor Thomas Klunk made a motion to approve the 60 Ram Drive waiver request from Section 135-32.U(1) to not require the oversized parking spaces to have drive-through capability as recommended by the Planning Commission, seconded by Supervisor Louann Boyer.
Discussion occurred. Vote Approved 5-0

Vice Chair Thomas Weaver made a motion to approve the Arrows Pointe extension for plan action until March 21, 2021 as recommended by the Planning Commission, seconded by Supervisor Don Knight.
Discussion occurred. Vote Approved 5-0

Chapel Meadows plan action deadline has been extended until February 16, 2021.

7. ZONING

There will not be a Zoning Hearing Meeting in December.

8. Public Comment

Patrick Shaffer requested the Board change text in the zoning ordinance regarding an age restricted community in R-1. Discussion occurred.
Tim Shultis, Solicitor, advised Patrick Shaffer to submit a written request rather than presenting his request during public comment.

Ellen Ryan of 36 Franklin Drive commented on 55 and older development, rezoning and unsustainable growth.

Fred Wilke of 248 Oxford Avenue asked for clarification on Ordinance 2020-F.

Bob Miller of 3176 Hanover Pike asked for verification of the Electronic Drive date.

9. Executive Session

Tim Shultis, solicitor, advised the Board is going to go into an executive session at 8:02 p.m. under section 708-A5 of the Sunshine Act.

The Board of Supervisors returned from Executive Session and resumed the regular meeting at 8:22 p.m.

Chair Charlotte Shaffer advised the Board would now revisit the health insurance.

Supervisor Thomas Klunk made a motion to move forward with the UPMC Health Insurance coverage, seconded by Chair Charlotte Shaffer. Vote Tied 2-2
Vice Chair Thomas Weaver and Supervisor Don Knight voted against.
Supervisor Louann Boyer did not vote.

Tim Shultis, Solicitor, explained the voting process in regards to abstaining and advised Supervisor Louann Boyer she may vote if she wishes. Discussion occurred.

Vice Chair Thomas Weaver made a motion to stay with the current Capital Blue Cross Plan, seconded by Supervisor Don Knight. Vote Approved 3-2
Chair Charlotte Shaffer and Supervisor Thomas Klunk voted against.

MEETING SCHEDULE

December 3, 2020 (Planning Commission) 6:00 PM
December 14, 2020 (Municipal Authority) 5:30 PM
December 16, 2020 (Public Safety Committee) 8:30 AM
December 16, 2020 (Finance/Operations) 9:30 AM
December 21, 2020 (Workshop) 5:00 PM
December 21, 2020 (Board of Supervisors) 6:30 PM

10. ADJOURNMENT

Vice Chair Thomas Weaver made a motion to adjourn the meeting at 8:38 PM, seconded by Supervisor Louann Boyer. Approved Vote 5-0

Respectfully Submitted:

Angela Pabon, Assistant Secretary/Treasurer