Finance/Operations
October 13, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer
Supervisor Thomas Klunk

Supervisor Don Knight – Absent
Vice Chair Thomas Weaver - Absent

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

Audience:

Tony Eline of 12 Linden Avenue

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

Public Comment on agenda items:

No public comment was provided.

Minutes:

Supervisor Charlotte Shaffer made a motion to approve the Finance/Operations meeting minutes from August 11, 2021 and September 15, 2021, seconded by Supervisor Thomas Klunk.

Approved vote 3-0

Admin:

A proposal received from Zelenkofske Axelrod, LLC was in the packet for review. This proposal was to provided support services for the American Rescue Plan money. Discussion occurred regarding the proposed cost for this service.

The input hearing correspondence from Hanover Borough regarding the proposed water increase was included in the packet for review. The hearing is scheduled for October 14, 2021 at 6 p.m. Discussion occurred.

Maintenance:

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

The current janitorial contract for the Township Building is up for renewal. Scott Small advised 3 vendors came in but only one submitted a quote. He advised the quote, which was $875.00 per month is significantly higher than ASJ at $652.50 per month and he would recommend renewing the contract with ASJ.

Scott Small advised he is still working on getting quotes for the fire alarm system.

The grills and basketball equipment for Plum Creek Park have arrived and the picnic tables are scheduled for delivery on Friday.

Scott Small advised he is getting quotes for the park basketball court fencing and the Blettner Basin. A quote was received from Security Fencing for the Blettner Basin fence in the amount of $8,700.00

and the Plum Creek basketball court fencing was quoted in the amount of $2,300.00. He is waiting on a price for both fencing projects from the original contractor.

AVO requested placing a camera on the house at Plum Creek Park facing their storage shed. They offered a yearly donation to cover the electric for the camera. Discussion occurred on this request, the rec committee and sheds.

Zoning / Planning:

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

Eagle Rock plan, formerly Arrows Pointe, has 3 waiver requests as well as a plan extension request until December 21, 2021.

Chapel Meadows has 3 waiver requests.

Notification has been given by DEP indicating that we will be receiving the 2020 Recycling Grant money in the amount of $27,946.67 in 3 to 5 weeks.

Adams County can no longer do the trash hauler bidding process for the Township. They will be able to do the pre-bid process still. Dave Arndt advised he will need a decision on Monday night to use Pennbid or a paper bid for the bidding process. Discussion occurred.

Engineer:

Kevin Fox, Gannett Fleming Engineer, reviewed his engineer's report including the following:

Blettner Basin is substantially completed but there are items in which the contractor will need to complete including reseeding.
An application for payment was received for the Blettner Basin project in the amount of $100,063.25. Gannett Fleming will be recommending payment at the Board of Supervisors meeting.

A cost estimate for additional park items at Plum Creek Park should be available for the Board meeting.

The U.S. Army Corp. of Engineers would like a definite yes or no from the 2 property owners at either end of the creek regarding the Plum Creek Daylighting Project. Gannett Fleming is discussing this with property owners.

An update was provided on the Comprehensive Plan survey. The top 3 responses on the survey included limit growth, preserve open space and not raise taxes. These will be posted on the website.

Gannett Fleming is preparing the reimbursement applications for the Plum Creek Park DCNR and county grants. They will not be able to be submitted until the project is complete.

In response to the Engineer's letter, a letter was received from the property owner at 386 Church Street regarding stormwater. While there was good information in the letter, it does not change the opinion of the Engineer being that there is nothing wrong with the Storm basins and how they are operating.

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 10:07 a.m.

Respectfully submitted by:

Angela Pabon, Secretary-Treasurer