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

BOARD OF SUPERVISORS REGULAR MEETING OCTOBER 17, 2022

Chair Charlotte Shaffer 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:

Charlotte Shaffer	Louann Boyer	Thomas Klunk
Don Knight	Gene Zeyn (Absent)	

The following appointed Township professionals were also in attendance (Roll Call):
Dave Arndt, Township Manager/Zoning Officer
Tammy Bittle, Secretary/Treasurer
Lee Stinnett, Township Solicitor from Salzmann Hughes
Nathan Simpson of C.S. Davidson Inc.
Gary Baumgardner, Police Chief.
Scott Small, Maintenance Manager

Attendance: Approximately 4 people were present.

1 **PUBLIC COMMENT ON AGENDA ITEMS**
None

2 **MINUTES**
Supervisor Knight made a motion to approve the September 19, 2022 Workshop & Regular Meeting Minutes, seconded by Supervisor Klunk. **Approved Vote 4-0**

3 **COMMUNICATIONS AND INTERACTIONS**
SAVES September Report
Letter received from New Hope Ministries
Letter received from the Adams County Office for Aging, Inc.
Letter received from Hoffman Homes for Youth

4 **REPORTS AND /OR COMMENTS FROM SUPERVISORS**
ADMINISTRATION –
Supervisor Boyer went to the CVS board meeting this month and CVS is asking for more support from the Township and their input. Supervisor Boyer will be attending next month's CVS board meeting as well. Supervisor Boyer stated that on November 15, 2022, CVS will be doing a feasibility study. Dave Arndt stated at the COGG meeting, CVS was there and would like for township officials to keep the school informed. Dave Arndt and Gary Baumgardner are planning to attend the meetings at CVS to show their support. Supervisor Shaffer stated that she has been to some of these board meetings in the past.

RFP's for Township Solicitor – Motion made by Supervisor Boyer for Tammy Bittle to send RFP's out, seconded by Supervisor Klunk.
Trick or Treat - will be held Tuesday, October 25, 2022, from 6-8 p.m. Supervisor Shaffer reminded turning your lights on if participating.

5 **Recreation**

Plum Creek Application – Motion was made by Supervisor Klunk, seconded by Supervisor Boyer with formatting chances. **Approved Vote 4-0**

6 **REPORT FROM SECRETARY-TREASURER**

Supervisor Boyer made a motion to approve the Secretary/Treasurer's report, seconded by Supervisor Knight. **Approved Vote 4-0**

Supervisor Knight made a motion to approve the bills paid/to be paid report dated September 20, 2022 to October 17, 2022, seconded by Supervisor Klunk. **Approved Vote 4-0**

7 **REPORTS FROM DEPARTMENTS**

Police –

Police report is on the Website.

Gary Baumgardner is looking to possibly use the donations that the Police Department has received to install the bullet proof glass in the lobby of the police department.

Gary Baumgardner has submitted a request for a $214,000.00 grant.

On October 19, 2022, Operation Safe Stop will be taking place on Carlisle Pike.

October 29, 2022 is Drug Take Back.

Township Solicitor

Lee Stinnett, the Township Solicitor:

Asking for authorization for the Township Solicitor to work with the Township Manager to file an Adams County Code Enforcement action against two properties in the township for ongoing ordinance violations. Supervisor Boyer made a motion, seconded by Supervisor Knight

Approved Vote 4-0

Maintenance Department

Scott Small, maintenance manager, would like to get a motion to order a new F350 truck with a snowplow. Scott Small can place this order during November 7-10, 2022. Supervisor Knight made a motion to place the order, seconded by Supervisor Boyer. **Approved Vote 4-0**

8 **Manager/Zoning & Code Enforcement**

Monthly report for Zoning/Code Enforcement dated 9/15/2022 to 10/12/2022

Quality– Proposal for a copier replacement for the township office

Korporate Computing– Renewal for the township office for the Sonic Wall firewall devise

Dave Arndt is requesting a motion for the township to move forward to lease a copier for 60 months; motion by Supervisor Boyer, seconded by Supervisor Knight. **Approved Vote 4-0**

Adams County Conservation District– Updated Memorandum of Understanding;

motion was given by Supervisor Knight to approve the MOU with the Adams County Conservation District, seconded by Supervisor Boyer. **Approved Vote 4-0**

9 **Subdivision & Land Development**

Draft planning commission meeting minutes from the October 6, 2022 meeting.

100 Blettner Avenue LLC

Received a waiver request for section 135-11, to allow the plan to be submitted as a preliminary/final plan.

Motion was given by Supervisor Klunk to approve the waiver request from section 135-11, to allow the plan to be submitted as preliminary/final plan, seconded by Supervisor Knight.

Approved Vote 4-0

Utz Quality Foods– 101 Kindig Lane, preliminary/final plan
Received a request from section 135-30, to allow more than two access drives on the lot. This is recommended by the planning commission. Supervisor Klunk made a motion to approve more than two access drives, seconded by Supervisor Knight. **Approved Vote 4-0**

Chapel Ridge Phase II & III– Release letter of credit #607038
Motion was given by Supervisor Knight to release the letter of credit #607038 for Chapel Ridge Phase II & III, seconded by Supervisor Klunk. **Approved Vote 4-0**

Comp Plan– Dave Arndt gave an update on the Comp Plan. Gannett Fleming is estimating that the completion date will be in April 2023, totaling no more than $9800.00. Motion was given by Supervisor Knight and seconded by Supervisor Klunk. **Approved Vote 4-0**

10 **Zoning**
Township Manager Dave Arndt stated there will not be a Zoning Hearing held in November.

11 **Township Engineer** (Nathan Simpson, C.S. Davidson, Inc.)
Engineer Report – Traffic Signal Grant has been submitted.
DCNR Grant Opportunity
Supervisor Boyer made a motion to authorize the township manager to sign on behalf of the township for the DCNR grant application, seconded by Supervisor Klunk. **Approved Vote 4-0**
Supervisor Boyer made a motion to amend to include Stormwater Management grants, seconded by Supervisor Knight. **Approved Vote 4-0**
Motion was made by Supervisor Boyer to grant Nate Simpson's request to go after two Stormwater Management Grants, seconded by Supervisor Knight. **Approved Vote 4-0**

12 **New Business**
An Executive meeting was held prior to the October 17, 2022 Board of Supervisors meeting to discuss the CBA for the Maintenance Department Union Agreement.
A special meeting will be held on December 22, 2022 at 9:00 a.m. to adopt the 2023 budget.

13 **Old Business**
No old business was discussed.

14 **Public Comment**
None.

MEETING SCHEDULE

November 3, 2022 (Planning Commission) 6:00 PM
November 16, 2022 (Public Safety Meeting) 8:30AM
November 16, 2022 (Finance/Operations) 9:30 AM
November 21, 2022 (Workshop) 5:00 PM
November 21, 2022 (Board of Supervisors) 6:30 PM

ADJOURNMENT

Supervisor Boyer made a motion to adjourn the meeting at 7:29 p.m., seconded by Supervisor Klunk.

Approved Vote 4-0

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer