Finance/Operations
September 15, 2021
Minutes

Attendance (Roll Call):

Chair Louann Boyer
Supervisor Charlotte Shaffer

Supervisor Thomas Klunk - Absent
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:

Bob Miller of 3176 Hanover Pike

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

Public Comment on agenda items:

Bob Miller of 3176 Hanover Pike asked what will be audited during the stormwater audit.
Kevin Fox, Gannett Fleming Engineer, advised the Department of Environmental Protection (DEP) has decided to audit the Township regarding what the Township has been doing for the MS4 permit cycle.

Minutes:

Chair Louann Boyer and Supervisor Shaffer approved the Finance/Operations meeting minutes from August 11, 2021. However, there was no quorum for the vote.

Admin:

Discussion occurred regarding the stormwater audit currently in progress.
Scott Small, Maintenance Manager advised the audit is for the MS4 permit and does not entail finances.
Supervisor Charlotte Shaffer read the email received from DEP detailing the items that will be audited.

Bob Miller of 3176 Hanover Pike asked how the Board thinks we were selected for the audit.
Kevin Fox, Gannett Fleming Engineer, responded advising EPA has been sued by several states indicating that they are not pushing MS4 in Pennsylvania like the other states. He believes EPA is asking DEP for documentation and that is why we were selected to be audited.

Maintenance:

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

Mowing is winding down and Maintenance is continuing to do sign work and base repair.

The electronic recycling is September 18, 2021 from 9 a.m. to 12 noon.

The cleaning contract for the building is up for renewal. Scott Small, Maintenance Manager, advised he is checking on other vendors for pricing.

The 2021 Street Maintenance Project cost came in $3,300.00 under bid. The additional street work that was added was $13,000.00 to $14,000.00.

Regarding the Plum Creek Project grant, there were some items which were not included in the bid forms. These required grant items are a basketball hoop, 2 grills and horseshoe pits. Discussion occurred regarding voting on purchasing these items at the Board meeting and quotes for items needed. Scott Small, Maintenance Manager, suggested the Township purchase the equipment and the contractor do the work.

Scott Small, Maintenance Manager, also advised there is a pavilion at Plum Creek Community Park but no picnic tables. Discussion occurred on picnic table size, style and cost. Scott Small, Maintenance Manager, suggested including this in the 2022 budget.

Supervisor Charlotte Shaffer thanked Maintenance for their work during the flooding.

Bob Miller of 3176 Hanover Pike commented on the items which need purchased for Plum Creek Park and an excess in the budget.

Discussion occurred regarding Blettner Basin and pricing to fence in the remaining 2 sides.

Discussion occurred regarding pricing for expanding the basketball court fencing.

Zoning / Planning:

The Planning Commission meeting occurred on September 2, 2021.

Arrows Pointe is now named Eagle Rock.

A request to release the bond was received from Smith's Specialized Automotive. It will be up for action at the Board of Supervisors meeting to release the remaining $4,500.00 of the bond.

The September 1, 2021 Zoning Hearing Board meeting was cancelled due to Hurricane Ida and the flooding. The meeting was rescheduled for September 29, 2021 at 6:00 p.m. This hearing will be for Case 3-2021, Bobcat of Adams County, which is asking for a variance setback for the display area and for a special exception use for 701 Third Street for an art studio and craft boutique.

There will be no Zoning Hearing on October 6, 2021 due to no applications.

The legislature forum is scheduled at the Adams County training center on October 28, 2021 at 6:30 p.m. It is hosted by the Adams County Council of Governments. The state legislatures or representatives will be there for the public to ask questions and they will have an agenda of items to discuss.

Adams County is updating their Long Range Transportation Plan and needs feedback from the Municipalities. Discussion occurred on a meeting date and time in which Adams County could come to present. Dave Arndt, Zoning/Code Enforcement Officer was advised to check with them on Adams County's availability for our meeting.

Dave Arndt, Zoning/Code Enforcement Officer, advised all county facilities, as of August 26, 2021, are now requiring masks.

Discussion occurred regarding Code Enforcement and the Assistant.

Engineer:

Kevin Fox, Gannett Fleming Engineer, reviewed his engineer's report including the following:
Centennial Acres requested their financial security be lowered for sanitary sewer which was approved by the Municipal Authority Board. However, the bond was combined between the Township and Authority therefore the Township will also need to approve it.

Financial securities were submitted for 214 Ram Drive and UTZ trailer parking. Gannett Fleming approved these and the Board of Supervisors will not need to approve.

The Plum Creek Community Park contractor has submitted an application for payment #4 in the amount of $61,569.45. Gannett Fleming will be recommending payment at the Board of Supervisors meeting.

Discussion occurred regarding the Comprehensive Plan survey. Kevin Fox, Gannett Fleming Engineer advised the Township can put these results on the website.

Kevin Fox, Gannett Fleming Engineer, advised he has been in contact with Adams County regarding the grants.

New Business:

No new business was discussed.

Old Business:

Dave Arndt, Zoning/Code Enforcement Officer, advised he has no updates for the trash hauler contract from Adams County.

Public Comment:

Bob Miller of 3176 Hanover Pike asked about items taken during electronic recycling.
Scott Small, Maintenance Manager, responded that they take televisions and computer items.
Discussion occurred.

Bob Miller of 3176 Hanover Pike also asked about the Comprehensive plan survey results and posting on the website.
Dave Arndt, Zoning/Code Enforcement Officer, advised it will be added to the website today.

Supervisor Louann Boyer advised 282 Comprehensive Plan surveys were received.

The Finance/Operations meeting was unanimously adjourned at 10:05 a.m.

Respectfully submitted by:

Angela Pabon, Secretary-Treasurer