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

BOARD OF SUPERVISORS REGULAR MEETING DECEMBER 16, 2024

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:
Chair Charlotte Shaffer Vice Chair Louann Boyer Thomas Klunk
Brendan McCall

The following appointed Township professionals were also in attendance (Roll Call):
Dave Arndt, Township Manager/Zoning Officer
Tammy Bittle, Secretary/Treasurer
Luke Gibson, Township Solicitor, Salzmann Hughes
Gary Baumgardner, Police Chief
Scott Small, Maintenance Manager

The following were absent:
Supervisor Don Knight

Attendance: There were two people in attendance.

1 PUBLIC COMMENT ON AGENDA ITEMS

Robert Miller, of 3176 Hanover Pike stated he has a few questions about the Secretary / Treasurers Report. Supervisor Shaffer stated he can ask his questions during public comment.

2 MINUTES

Supervisor Boyer made a motion to approve the November 18, 2024 Workshop & Regular Meeting Minutes, seconded by Supervisor Klunk. **Approved Vote: 4-0**

3 COMMUNICATIONS AND INTERACTIONS

SAVES November report was available for review on the township website.
Christmas tree collection will occur January 8th and 9th with garbage collection.
The 2025 electronic recycling events will be held on Saturday, March 22nd from 9 AM to 12 PM and Saturday, September 20th from 9 AM to 12 PM.
The 2025 yard waste collections dates are May 14th and 15th, August 20th and 21st, and November 19th and 20th.
The PSATS News Bulletin was included in the packet.
The letter received from the Visting Nurse Association of Hanover & Spring Grove was acknowledged.
The letter received from the YMCA was acknowledged.
The township received a letter from Comcast regarding price adjustments.

4 REPORTS AND /OR COMMENTS FROM SUPERVISORS

ADMINISTRATION –

Supervisor McCall made a motion to authorize the township manager to advertise the 2025 meeting schedule, seconded by Supervisor McCall. **Approved Vote 4-0**
Supervisor Klunk made a motion to approve the 2025 insurance premium changes, seconded by Supervisor McCall. **Approved Vote 4-0**

5 Recreation

A request was received from BJ Wilke, for usage of Cheetah Park in 2025 by a girls 18U softball team. Discussion occurred. This has been tabled until the next Board of Supervisor's meeting.

6 REPORT FROM SECRETARY-TREASURER

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

Supervisor Boyer made a motion to approve the bills paid/to be paid report dated 11/19/2024 to 12/16/2024, seconded by Supervisor Klunk. **Approved Vote 4-0**

7 REPORTS FROM DEPARTMENTS

Police

Corporal Groft held a Toys for Tots, fill a cruiser event on Saturday, December 14th with the help of Sergeant O'Brien and Officer Myers.

Township Solicitor

The 5607 Hanover Road property is moving forward for remediation.

Maintenance Department

Maintenance Manager, Scott Small reviewed the maintenance report.

Manager/Zoning & Code Enforcement

The monthly report for Zoning/Code Enforcement dated 11/15/2024 to 12/11/2024 was included in the packet for review.

The Act 904 Recycling Grant Application for 2023 has been submitted to DEP, funding should come in April of 2025.

8 Subdivision & Land Development

Nothing to report.

9 Zoning

There will not be a zoning hearing board meeting in January.

10 Township Engineer (Erik Vranich – Keller Engineers.)

Nothing to report.

11 New Business

No new business.

12 Old Business

No old business.

13 Public Comment

Robert Miller of 3176 Hanover Pike had questions on the following sections of the general budget.

362.10, Building Permits – Mr. Miller asked why there was a significant increase for this line item. Mr. Arndt explained that one industrial building was built and another had a large addition added to their building which both included the maximum permit fee of $15,000. This caused an increase in revenue.

389.000, Miscellaneous – Mr. Miller asked why this line item was higher. Tammy Bittle, the Township Secretary/Treasurer stated the 2024 Budget was showing the ARPA funds in this section which is why the budget was more than what we received.

409.700, Roof – Mr. Miller asked what this line item includes. Scott Small, Maintenance Manager explained this includes a new roof for the office building and will be getting done in the spring of 2025.

It also includes projects that were not spent in 2024 as previously planned such as a new heater system and an electric switch panel.

410.700, Capital Purchases - Mr. Miller asked why this section was higher than what was budgeted. The board explained they approved Chief Baumgardner to purchase a second police car due to the deal that was offered by the dealer. This is why the expense was more than anticipated.

430.700. Capital Purchases – Mr. Miller asked why this account was used for. Scott Small stated the mower and tractor were purchased from this account.

No farther public comment was given.

MEETING SCHEDULE

December 18, 2024 (Special meeting for the 2025 Budget) 9:30 AM
January 6, 2025 (Reorg. Board of Supervisors Meeting) 4:00 PM
January 9, 2025, (Reorg. & Planning Commission Meeting) 6:00 PM
January 15, 2025 (Public Safety Meeting) 8:30 AM
January 15, 2025 (Finance/Operations) 9:30 AM
January 20, 2024 (Workshop) 5:30 PM
January 20, 2025 (Board of Supervisors) 6:30 PM

ADJOURNMENT

Supervisor Boyer made a motion to adjourn the meeting at 7:01 PM, seconded by Supervisor Klunk.

Approved Vote 4-0

Respectfully Submitted:

Tammy Bittle,
Secretary/Treasurer