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

**BOARD OF SUPERVISORS REGULAR MEETING MAY 19, 2025**

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 | Don Knight (phone) | |

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, Salzmann Hughes
Gary Baumgardner, Chief of Police
Scott Small, Maintenance Manager

Attendance: There were three people in attendance.

**1 PUBLIC COMMENT ON AGENDA ITEMS**

No public comment was provided.

**2 MINUTES**

Supervisor Klunk made a motion to approve the April 21, 2025, Workshop & Regular Meeting Minutes, seconded by Supervisor McCall. **Approved Vote: 5-0**

**3 COMMUNICATIONS AND INTERACTIONS**

SAVES April report was included in the packet and available for review on the township website.
A letter was received from the Adams County Habitat for Humanity regarding the property at 5607 Hanover Road. Sue Pindle & Beji Conover were in attendance to discuss the property.
A letter was received from JoAnn Leonard requesting the township close the alley beside her house. Discussion occurred and it was determined that the alley is not a township ordained alley therefore the township cannot authorize the residents to close the alley.

**4 REPORTS AND /OR COMMENTS FROM SUPERVISORS**

**ADMINISTRATION –**

Nothing to report.

**5 Recreation**

The Army Corps of Engineers will be doing work at Plum Creek Park from May 19th to May 21st. Maintenance Manager, Scott Small advised the light pole base is being installed on May 20th. The lighting will be installed the following week.

**6 REPORT FROM SECRETARY-TREASURER**

Supervisor Klunk made a motion to approve the Secretary/Treasurer's report, seconded by Supervisor McCall. **Approved Vote 5-0**

Supervisor Boyer made a motion to approve the bills paid/to be paid report dated 4/22/2025 to 5/19/2025, seconded by Supervisor Klunk. **Approved Vote 5-0**

**7 REPORTS FROM DEPARTMENTS**

**Police**

The Police April report was included in the packet and available on the township website for review.

New Hope Ministries will be hosting a kid's carnival on Saturday May 24, 2025. Conewago Township Police will be attending if available.
Police Chief, Gary Baumgardner advised that car 5 has been sold and transferred to the new owner.
National Night Out will be held at SAVES on Tuesday, August 5, 2025 from 5 p.m. to 8 p.m.

**Township Solicitor**
Township Solicitor, Lee Stinnett advised the board that an order was issued for 5607 Hanover Road to bring the property into compliance. The Adams County Judge granted a 90 day extension for the order. Solicitor Lee Stinnett will contact the Adams County Solicitor to discuss the liens and the proposed sheriff sale that has been posted on the property .

**Maintenance Department**
Maintenance Manager, Scott Small advised that a storm sewer pipe collapsed on Sherry Drive. Groft Excavating opened up the road on May 19, 2025, and found the broken pipe. The old pipe was removed, and a new pipe was installed. Groft Excavating will be backfilling on May 20, 2025.

**Township Manager**
Nothing to report.

**Subdivision & Land Development**
**Divert – Land Development Plan – 444 Oxford Avenue**
A time extension request has been provided by the applicant's consultant, Jonathon D. Andrews, of McNees, Wallace & Nurick, LLC, offering a time extension to the Township for plan action until August 20, 2025.
Supervisor Klunk made a motion to accept the time extension for the Divert Land Development Plan action date until August 20, 2025, seconded by Supervisor McCall. **Approved Vote: 5-0**

Conewago Industrial Park- Lot 1 (Divert) – Final Minor Subdivision Plan
Supervisor McCall made a motion to Conditionally Approve the Conewago Industrial Park – Lot 1 (Divert) Final Minor Subdivision Plan and Resolution 2025-H, pending completion of all remaining township comments, seconded by Supervisor Boyer, Supervisor Shaffer asked if language can change to Satisfactory completion. The motion was amended, Supervisor McCall approved the amendment of the language change, seconded by Supervisor Boyer. **Approved Vote: 5-0**

**8 Zoning & Code Enforcement**
The Zoning/Code Enforcement monthly report was included in the packet for review.

**9 Township Engineer** (Erik Vranich – Keller Engineers.)
Nothing to report.

**10 Zoning & Code Enforcement**
There will be a Zoning Hearing Board meeting on June 4, 2025.

**11 New Business**
No new business.

**12 Old Business**
No old business.

**13 Public Comment**
No public comment was provided.

**MEETING SCHEDULE**

**June 4, 2025 (Zoning Hearing Board Meeting) 6:00 PM**
**June 5, 2025 (Planning Commission Meeting) 6:00 PM**
**June 9, 2025 (Municipal Authority Meeting) 5:30 PM**
**June 11, 2025 (Public Safety Meeting) 8:30 AM**
**June 11, 2025 (Finance/Operations) 9:30 AM**
**June 16, 2025 (Workshop) 5:30 PM**
**June 16, 2025 (Board of Supervisors) 6:30 PM**

**ADJOURNMENT**

Supervisor Klunk made a motion to adjourn the meeting at 6:55 PM, seconded by Supervisor Boyer.

**Approved Vote 5-0**

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer