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

BOARD OF SUPERVISORS REGULAR MEETING AUGUST 18, 2025

Chair Charlotte Shaffer called the meeting to order at 6:30 PM 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 (Absent)	

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

An executive session was held from 5:38 pm to 6:23 pm to discuss personnel matters.

Attendance: There were approximately 9 people in attendance.

1 PUBLIC COMMENT ON AGENDA ITEMS
No public comment was provided.

2 MINUTES
Supervisor Klunk made a motion to approve the July 21, 2025, Workshop & Regular Meeting Minutes, seconded by Supervisor Boyer. **Approved Vote: 4-0**

3 COMMUNICATIONS AND INTERACTIONS
SAVES June Report was available for review on the township website.
Received a request from a resident asking for the township to install a hearing-impaired person sign on Maple Ave. Maintenance Manager, Scott Small will look into this and will have more information at the September meeting.
Received a request from the HOA President of Villas at Cattail asking for permission to install a fish-eye mirror at the intersection of Sunday Drive & Easton Way. The board did not take action to approve or deny the request.

4 REPORTS AND /OR COMMENTS FROM SUPERVISORS
ADMINISTRATION –
Yard waste collection is scheduled for August 20th and August 21 when regular trash is picked up.

5 Recreation
Nothing to report.

6 REPORT FROM SECRETARY-TREASURER
Supervisor McCall made a motion to approve the Secretary/Treasurer's report, seconded by Supervisor Klunk. **Approved Vote 4-0**

Supervisor McCall made a motion to approve the bills paid/to be paid report dated 7/22/2025 to 8/18/2025, seconded by Supervisor Klunk. **Approved Vote 4-0**
Supervisor Boyer mad a motion to approve Resolution 2025-1 MMO – 2026 Minimum Municipal Obligation for Non-Uniformed Pension plan, seconded by Supervisor Klunk. **Approved Vote 4-0**

Supervisor Boyer made a motion to approved Resolution 2025-J MMO 2026 Minimum Municipal Obligation for Uniformed pension plan, seconded by Supervisor Klunk. **Approved Vote 4-0**

7 REPORTS FROM DEPARTMENTS

Police

A certificate and card were presented by the board to Chief Baumgardner for his 25 years of service.
The July police report was available on the township website for review.
Supervisor McCall made a motion to approve acceptance of Police Chief Position applications until September 9, 2025, at 3 PM, seconded by Supervisor Klunk **Approved Vote 4-0**
Supervisor Boyer made a motion to assign Sargent O'Brien as the Interim Chief starting at 4:01 PM August 21, 2025, Seconded by Supervisor Klunk. Supervisor Shaffer denied this request.
Approved Vote 4-0

Township Solicitor

Nothing to report. Supervisor Boyer asked if any updates are available for 5607 Hanover Road. Solicitor Idan Ghazanfari stated that communications are still happening with his office and the bank.

Maintenance Department

Maintenance report was included in the packet for review.
Maintenance Manager Scott Small met with L-Tap to discuss the trucks on Madison Street and to extend the no parking signs on South Jefferson Street between Diller Road and South Street.

Township Manager

Nothing to report.

8 Zoning & Code Enforcement

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

9 Subdivision & Land Development

Divert – 444 Oxford Ave. Supervisor Klunk made a motion to approve a waiver request from Section 135-16, to allow the plan to be submitted as a Preliminary/Final Plan, seconded by Supervisor Boyer.
Approved Vote 4-0

Supervisor Klunk made a motion to approve a waiver request from Section 135-34. A(3), to not require sidewalks along Oxford Avenue, seconded by Supervisor McCall. Supervisor Boyer asked why sidewalks are not being installed. Sidewalks will be installed closer to the building, not along Oxford Avenue roadway. **Approved Vote 4-0**

Supervisor Klunk made a motion to approve a waiver request from Section 135-35. A(1) to not require curbing along Oxford Avenue, seconded by Supervisor McCall. Supervisor Boyer asked why no curbing. It is to allow water run-off. **Approved Vote 4-0**

Supervisor Klunk made a motion to approve a waiver request from Section 76-18.G(2), to allow four pipe runs in the 0.44% to 0.49% slope range, which is less than the required 0.5% slope, seconded by Supervisor Boyer. **Approved Vote 4-0**

Supervisor Klunk made a motion to approve the Divert 444 Oxford Avenue, Integrated Diversion & Energy Facility Preliminary/Final Land Development Plan and Resolution 2025-K, with the conditions listed in the Township Engineers review letter dated August 12, 2025, being satisfied, seconded by Supervisor Boyer. **Approved Vote 4-0**

10 Township Engineer (Erik Vranich – Keller Engineers.)

Maintenance Pole Building

Supervisor Klunk made a motion to approve the Notice of Intent to award for the Oxford avenue Road Repair Project to E.K. Services, Inc. in the amount of $40,015.00, seconded by Supervisor McCall. Supervisor Boyer asked how the Contractor was because she never heard of them. Maintenance Manager Scott Small stated they are very reliable. **Approved Vote 4-0**

Supervisor Boyer made a motion to approve the Notice to Proceed for the Oxford Avenue Road Repair Project pending completion of all contract documents to the satisfaction of the Township Engineer and Township Solicitor, seconded by Supervisor Klunk. **Approved Vote 4-0**

11 New Business

No new business.

12 Old Business

No old business.

13 Public Comment

Randy Kessler – 503 Diller Road – Had asked for Scott to explain the processes again that is taking place with the truck traffic on Madison Ave.

Robert Williams, Trustee of Adams County Library went over some statistics on how the library is working and doing for 2025.

MEETING SCHEDULE

September 3, 2025 (Zoning Hearing Board Meeting) 6:00 PM
September 4, 2025 (Planning Commission Meeting) 6:00 PM
September 10, 2025 (Public Safety Meeting) 8:30 AM
September 10, 2025 (Finance/Operations) 9:30 AM
September 15, 2025 (Workshop) 5:00 PM
September 15, 2025 (Board of Supervisors) 6:30 PM

All supervisors thanked Chief Baumgardner for his 25 years of service and wished him well on his retirement.

ADJOURNMENT

Supervisor Klunk made a motion to adjourn the meeting at 7:10 PM, seconded by Supervisor Boyer. **Approved Vote 4-0**

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer