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

BOARD OF SUPERVISORS REGULAR MEETING OCTOBER 20, 2025

Chair Charlotte Shaffer called the meeting to order at 6:33 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 (by 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
Sgt. O'Brien, Interim Chief of Police
Scott Small, Maintenance Manager

An executive session was held from 6:10 PM to 6:28 PM to discuss personnel matters.

Attendance: There were approximately 7 people in attendance.

1 PUBLIC COMMENT ON AGENDA ITEMS

No public comment was provided.

2 MINUTES

Supervisor McCall made a motion to approve the September 15, 2025, Workshop & Regular Meeting Minutes, seconded by Supervisor Klunk **Approved Vote 5-0**

3 COMMUNICATIONS AND INTERACTIONS

SAVES September report was available on the township website to review.
Supervisor Boyer made a motion to authorize Township Manager, Dave Arndt to issue a letter of support for the grant, to approve the Resolution when signed, and to authorize staff to sign on behalf of the township as the applicant, seconded by Supervisor Klunk. **Approved Vote 5-0**
Received a correspondence from Bruce Wilson, 70 Panther Drive.
Received a donation request letter from Adams County for Aging, Inc.
Received a thank you card from Adams County SPCA for the donation for 2025.
Received a donation request from the Adams County Library.
Received a donation request from the VNA.
Received a donation request from Brushtown Athletic Association.

4 REPORTS AND /OR COMMENTS FROM SUPERVISORS

ADMINISTRATION –

Nothing to report.

5 Recreation

Nothing to report.

6 REPORT FROM SECRETARY-TREASURER

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

Supervisor Boyer made a motion to approve the bills paid/to be paid report dated 9/16/2025 to 10/20/2025, seconded by Supervisor McCall. **Approved Vote 5-0**

7 REPORTS FROM DEPARTMENTS

Police (Interim Chief, Sgt. O'Brien)

The September police report was available on the township website for review.
The Chief of Police position is still under review.
Sgt. O'Brien mentioned trick-or-treat will be held on Tuesday, October 28th from 6PM – 8PM.
Officer Kramer has completed his field training and is doing well.
Officer Ness has completed his probation period.
Detective Bevenour was presented with an award for crimes against children.

Township Solicitor

Township Solicitor, Lee Stinnett updated the board on the 5607 Hanover Road property. He is hoping to have more information at next month's board meeting.
Township Solicitor, Lee Stinnett is working with the Township Manager, Dave Arndt on the bidding process for the trash hauler contract.

Maintenance Department

Maintenance report was included in the packet for review.
Oxford Avenue will be closed for repaving of the road from Hemlock Drive to Black Lane starting September 17th at 7AM until completed.
Supervisor Klunk made a motion to approve the 2026–2028 Maintenance Department CBA, seconded by Supervisor Boyer. **Approved Vote 5-0**
Supervisor Boyer made a motion to accept the highest bid of $27,400.00 for the 2011 F550 dump truck, plow, and salt spreader, seconded by Supervisor Klunk. **Approved Vote 5-0**

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

Nothing to report.

10 Township Engineer (Erik Vranich – Keller Engineers.)

Supervisor Klunk made a motion to approve Resolution 2025-M, for the approval of the Divert 444 Oxford Avenue Integrated Diversion and Energy Facility Sewage Facilities planning module component 3, seconded by Supervisor Boyer. **Approved Vote 5-0**

Supervisor McCall made a motion to approve and authorize the signature of the Divert 444 Oxford Avenue Integrated Diversion and Energy Facility Sewage Facilities planning module component 3 by the township, seconded by Supervisor McCall. **Approved Vote 5-0**

11 New Business

Township Manager, Dave Arndt mentioned to the board that they need to look into possibly raising taxes next year due to being over budget again for 2026. "We can't keep taking from the reserves."
Supervisor Shaffer suggested that a survey go out to the residents and get input from them as well.

12 Old Business

No old business.

13 Public Comment

Randy Keller, of 503 Diller Road, asked for an update on the signage for no trucks on S. Madison Street and Diller Road. Maintenance Manager, Scott Small provided an update and the next step is to do borings in the road to verify if the road is constructed properly to withstand truck traffic.

Mr. Keller also stated that there is a pothole in front of his house and wants to know who he needs to talk to about it. Maintenance Manager, Scott Small said that his guys will be out there in the morning to patch the hole, however, within the next two years the Sewer Authority and Gas Company will be tearing up the road to put in new utility lines.

Robert Bortner, of 505 Diller Road, asked if Utz is going to reimburse the municipalities in the area for paving High Street since it is their trucks that are tearing the road up. Township Manager, Dave Arndt explained that the new traffic light and resurfacing of roadway is in Hanover Borough and Conewago Township did not give any money for the project. He was advised to contact Hanover Borough to inquire how the project was funded.

MEETING SCHEDULE

November 5, 2025 (Zoning Hearing Board Meeting) 6:00 PM
November 6, 2025 (Planning Commission Meeting) 6:00 PM
November 12, 2025 (Public Safety Meeting) 8:30 AM
November 12, 2025 (Finance/Operations) 9:30 AM
November 17, 2025 (Workshop) 5:00 PM
November 17, 2025 (Board of Supervisors) 6:30 PM

ADJOURNMENT

Supervisor Klunk made a motion to adjourn the meeting at 7:10 PM, seconded by Supervisor Boyer.

Approved Vote 5-0

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer