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

BOARD OF SUPERVISORS REGULAR MEETING NOVEMBER 17, 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

The board held executive sessions on Wednesday October 29, 2025, at 4:30 PM to 7:02 PM and on Wednesday November 12, 2025 at 8:50 am to 9:15 AM for personnel reasons.

Attendance: There were approximately 21 people in attendance.

1 PUBLIC COMMENT ON AGENDA ITEMS

Robert Miller, of 3176 Hanover Pike asked if any changes were being made since the Finance and Operations meeting was held on Wednesday November 12, 2025. Supervisor Shaffer said no changes have been made.

2 MINUTES

Supervisor Klunk made a motion to approve the October 20, 2025, Workshop & Regular Meeting Minutes, seconded by Supervisor McCall **Approved Vote 5-0**

3 COMMUNICATIONS AND INTERACTIONS

SAVES September report was available on the township website to review.
SAVES – Profit & Loss Report for 3rd quarter.
Received a letter from Adams County Economic Alliance regarding 2026 investment – donation.
Received a donation request from New Oxford Junior Baseball.

4 REPORTS AND /OR COMMENTS FROM SUPERVISORS

ADMINISTRATION –

Supervisor McCall made a motion to authorize the Township Solicitor to advertise the 2026 budgets, seconded by Supervisor Klunk **Approved Vote 5-0**
Supervisor Boyer made a motion to approve and advertise the 2026 Township Meeting Schedule, seconded by Supervisor Mcall. **Approved Vote 5-0**
Supervisor McCall made a motion to approve and advertise the 2026 Office Closing Dates, seconded by Supervisor Boyer. **Approved Vote 5-0**

5 Recreation

Nothing to report.

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 10/21/2025 to 11/17/2025, seconded by Supervisor Klunk. **Approved Vote 5-0**
Supervisor Knight made a motion to approve Resolution 2025-N, reducing employee contributions to the police pension plan for 2025, seconded by Supervisor Boyer. **Approved Vote 5-0**
Supervisor Boyer made a motion to approve Resolution 2025-O, reducing employee contributions to the police pension plan for 2026, seconded by Supervisor Klunk. **Approved Vote 5-0**

7 REPORTS FROM DEPARTMENTS

Police (Interim Chief, Sgt. O'Brien)
The September police report is available on the township website for review.
Sgt. O'Brien went over the stats and updated the board of on-going trainings for the department.
Supervisor Shaffer made a motion to approve John C. Migatulski as the Conewago Township Police Chief contingent on completion of the required clearances and the agreement being signed, seconded by Supervisor Boyer. **Approved Vote 5-0**
Supervisor Boyer made a motion to allow a Police Officer to work overtime for Saturday and Sunday at the Sacred Heart Gym for the basketball tournament, if the school pays the overtime fee, seconded by Supervisor Klunk. **Approved Vote 5-0**

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.
Township Solicitor, Lee Stinnett reviewed the Eisenhower Drive Roundabout Maintenance Agreement and stated it looks good to sign.
Supervisor Knight made a motion to authorize the Township Manager, Dave Arndt, to sign the agreement and resolution for the Eisenhower Drive Roundabout Maintenance Agreement, seconded by Supervisor Klunk. **Approved Vote 5-0**

Maintenance Department
Maintenance report was included in the packet for review.

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
Report – Nothing

10 Township Engineer (Erik Vranich – Keller Engineers.)
Report was in packet for review.

11 New Business
Nothing to Report

12 Old Business
Nothing to Report

13 Public Comment

Bob Miller of 3176 Hanover Pike asked if dates were set for the Electronic Recycling for 2026. Manager Dave Arndt stated the dates have not been set yet until we have a new contract with a hauler for 2026.

Bob Miller of 3176 Hanover Pike mentioned the light at Mt. Pleasant Road and Hanover Pike does not change quickly late at night. Maintenance Manager, Scott Small, advised Bob that less than 1% of complaints have been coming in about the light not functioning correctly. Two traffic loops broke, and the township is waiting on a quote to put up two cameras to help resolve the issue.

Erine Hossler of 191 Panther Drive wants the township to put up no left turn signs for trucks on Ram Drive to Blettner Avenue. Also, Erine Hossler would like no truck signs to be installed on Blettner Avenue. Township Manager, Dave Arndt stated that the township must have truck routes and Blettner Avenue and Ram Drive are designated as truck routes due to it being zoned industrial.

Kathleeen Sybert of 197 Panther Drive wanted clarification that Lynx Drive and Couger are a truck route.

Candi Becker of 762 Hershey Heights Road wants to know if the township has an ordinance or resolution in place so that a bio plant cannot be built in the township. Supervisor Shaffer and Supervisor Boyer stated that The Borough of Hanover has not submitted plans to the township for review.

Deb Wilson raised the question that if the area is zoned industrial than how did the apartments at the end of Ram Drive get approved. Supervisor Knight stated that was not to be apartments that when Larry Redding came to the board, he presented it was to be a hotel.

Township Solicitor, Lee Stinnett explained the process to the residents of officially submitting plans to the township and getting them approved. If all the requirements of the ordinances are met, the township cannot legally deny the request. Solicitor Stinnett also explained that the township is required to allow all uses within the township.

John Riggs of 50 Cheetah Drive stated that The Borough of Hanover wants to put a road from Mount Pleasant Road to the plant. Supervisor Shaffer stated that a plan has not been submitted so the board cannot comment.

Randy Kessler of 503 Diller Road asked if there were any updates on the truck traffic on Madison Street. Maintenance Manager, Scott Small stated that core samples have been completed the week of November 17, 2025. Hopefully at the December meeting they have an more information from the Engineer and will be able to put the signs up in January.

Jim Bunty of 60 cheetah Drive asked if the township is going to do an annual newsletter. Supervisor Shaffer said that one will be done for the Spring of 2026.

MEETING SCHEDULE

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

ADJOURNMENT

Supervisor Klunk made a motion to adjourn the meeting at 7:25 PM, seconded by Supervisor Knight

Approved Vote 5-0

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer