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

BOARD OF SUPERVISORS REGULAR MEETING DECEMBER 15, 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 (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 an executive session on Monday December 15, 2025, from 5:59 PM to 6:16 PM to discuss possible litigation of a property in the township.

Attendance: There were approximately 7 people in attendance.

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

2. The new Conewago Township Chief of Police, John C. Migatulski was sworn in by Magistrate, Christopher Snyder. The board welcomed Chief Migatulski as the new Chief of Police.

3 MINUTES
Supervisor Klunk made a motion to approve the November 17, 2025, Workshop & Regular Meeting Minutes, seconded by Supervisor McCall. **Approved Vote 5-0**

4 COMMUNICATIONS AND INTERACTIONS
The SAVES November report was available on the township website to review.
SAVES 2026 Line Officers and Proposed Budget were in the packets for review.
Supervisor Klunk made a motion for SAVES to be the first due responder, for all calls within Conewago Township, including Box Card 29-2, effective 12/16/2025, seconded by Supervisor McCall.
Approved Vote 5-0
Christmas tree pick up will occur on January 7th and 8th with regular trash collection.
Written notice from the Borough of Hanover regarding their Centrifuge Feed Pumps replacement project located at 300 O'Brien Lane was acknowledged.

5 REPORTS AND /OR COMMENTS FROM SUPERVISORS
ADMINISTRATION –
Supervisor Klunk made a motion to approve the 2026 budgets, seconded by Supervisor McCall.
Approved Vote 5-0

6 Recreation
Nothing to report.

7 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 Klunk made a motion to approve the bills paid/to be paid report dated 11/18/2025 to 12/15/2025, seconded by Supervisor McCall. **Approved Vote 5-0**

8 REPORTS FROM DEPARTMENTS

Police (Interim Chief, Sgt. O'Brien)

The November police report is available on the township website for review.
Several trainings have been completed by various officers.
Toys for Tots fill-a-cruiser was a success. Kings Baseball team partnered with the police department and twice as many gifts have been donated this year.

Township Solicitor

Supervisor Boyer made a motion to amend the agenda to add Resolution 2025-Q, and Deeds of Dedications for the intersection of Oxford Avenue and Kindig Lane, seconded by Supervisor Klunk. **Approved Vote 5-0**

Supervisor Boyer made a motion to amend the agenda to add an appraisal of the property located at 5607 Hanover Road, seconded by Supervisor Klunk. **Approved Vote 5-0**

Supervisor Boyer made a motion to amend the agenda to add the process for eminent domain for 5607 Hanover Road, seconded by Supervisor Klunk. **Approved Vote 5-0**

Supervisor Klunk made a motion to approve Resolution 2025-Q, and Deeds of Dedications for the intersection of Oxford Avenue and Kindig Lane, seconded by Supervisor Boyer. **Approved Vote 5-0**

Supervisor Klunk made a motion to authorize the township solicitor to have the property of 5607 Hanover Road appraised, seconded by Supervisor Boyer. **Approved Vote 5-0**

Supervisor Klunk made a motion to authorize the township solicitor to start the process for eminent domain for 5607 Hanover Road, seconded by Supervisor McCall. **Approved Vote 5-0**

Maintenance Department

Maintenance report was included in the packet for review.
The new dump truck was delivered on 12/11/2025.
The construction of the maintenance pole building addition is to start the week of December 15, 2025.
Township Manager, Dave Arndt thanked the maintenance department crew for keeping the roads cleared during the recent ice storms.

Township Manager

The 2026 trash hauler bidding is posted on PennBid. Bids are being accepted until 1/9/2026 at 3 PM.

9 Zoning & Code Enforcement

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

10 Subdivision & Land Development

Supervisor Boyer made a motion to approve the request to reduce the remaining Financial Security Bond from $398,200.00 to $165,000.00 for the UTZ Building Addition Land Development Plan, seconded by Supervisor Klunk. **Approved Vote 5-0**

11 Township Engineer (Erik Vranich – Keller Engineers.)

The engineer report was provided in the packet for review.
Supervisor Boyer made a motion to approve the execution of the various Plum Creek certifications and project partnership Agreement and Authorize the Township Manager, Dave Arndt, to sign the documents upon confirmation by township staff, township engineer, and solicitor that all documents are acceptable, seconded by Supervisor Klunk. **Approved Vote 5-0**

12 New Business

No new business.

13 Old Business

No old business.

14 Public Comment

Randy Kessler asked for an update on the truck traffic on Madison Street and Diller Road. Township Maintenance Manager, Scott Small explained the process again. Core samples have been taken and the road thickness is around 2.5" to 4.5" which the road should be 6" thick for trucks to be able to use. Mr. Kessler expressed his concerns and not getting a full night's rest because of the truck noise.

MEETING SCHEDULE

January 5, 2026 (Reorganizational for Board of Supervisors) 4:00 PM
January 7, 2026 (Reorg. & Regular Zoning Hearing Board Meeting) 6:00 PM
January 8, 2026, Reorg. & Regular Planning Commission Meeting) 6:00 PM
January 14, 2026 (Public Safety Meeting) 8:30 AM
January 14, 2026 (Finance/Operations) 9:30 AM
January 19, 2026 (Workshop) 5:00 PM
January 19, 2026 (Board of Supervisors) 6:30 PM

ADJOURNMENT

Supervisor Klunk made a motion to adjourn the meeting at 7:02 PM, seconded by Supervisor McCall.

Approved Vote 5-0

Respectfully Submitted:

Tammy Bittle, Secretary/Treasurer