

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS

541 OXFORD AVENUE

HANOVER, PA 17331

BOARD OF SUPERVISORS REGULAR MEETING, FEBRUARY 19, 2018

Chairman Bob LeGore called the meeting to order at 6:30 p.m. with the Pledge of the Flag and followed by a moment of silence.

The following Supervisors were in attendance:

Chairman Bob LeGore	Vice Chairman Don Knight
Zachary Brillhart	Steven Heller
Louann Boyer - Absent	

The following appointed Township professionals were also in attendance:

Barbara Krebs, Township Manager	Dave Arndt, Code Enforcement/Zoning Officer
Police Chief Curtis McCoy	Heather Snyder, Secretary-Treasurer
Jim Yingst, Solicitor	Eric Mains, Gannett Fleming Engineer arrived at 6:35 p.m.
Scott Small, Maintenance Manager	

There were 9 people in the audience including: Tony Eline of 12 Linden Avenue, Chief Tom Lawrence from SAVES, Charles Waggoner of 222 Providence Drive, Edward Givens of 19 Butternut Lane, Bob Sharrah from Sharrah Design Group and Michael Cooper from The Gettysburg Times.

1. MINUTES

Supervisor Steve Heller made motion to approve the January 15, 2018 Workshop and Regular meeting minutes, seconded by Supervisor Zach Brillhart Vote 4-0

2. COMMUNICATIONS AND INTERACTIONS

The SAVES January report was enclosed in the packet for review. Chief Tom Lawrence gave a yearly review of the 2017 Emergency Services Report to the Board. The report was given to Secretary-Treasurer Heather Snyder. Chief Tom Lawrence gave a thank you to everyone at the Township for their help and support for the last year.

An invitation for the legislative lunch scheduled for March 23, 2018 at 11:30 a.m. was included in their packet.

Vice Chairman Don Knight made motion to authorize \$1,600.00 to Rabbit Transit from the 2017 budget for the transit program local match requirements, seconded by Supervisor Steve Heller. Vote 4-0

Adams County Office of Planning and Development communication regarding issue's with Waste Connections was included in the packet for review.

The Board received two request for trash service waivers for Muhammad Ashraf of 255 Puma Drive and Cathy Myers of 21 Witmer Road.

Supervisor Steve Heller made motion to deny the waiver for trash service for Muhammad Ashraf of 255 Puma Drive and Cathy Myers of 21 Witmer Road, seconded by Supervisor Zach Brillhart. Vote 4-0

Chairman Bob LeGore advised that he was recently made aware of the disabled veteran's tax exemption certificate and supports it 100%. A disabled veteran's real property tax exemption certification for 247 Stafford Drive was included in the packet for the Board to review.

3. REPORT FROM COMMITTEES/SUPERVISOR'S COMMENTS

Administration (Knight/LeGore)

Vice Chairman Don Knight made motion to appoint Charles Waggoner to a full term of 6 years as an elected Auditor, seconded by Supervisor Steve Heller. Vote 4-0

Public Safety (Knight/Brillhart)

Supervisor Zach Brillhart made motion to approve \$15,466.46 to PIRMA for co-pay of legal issue from October 21, 2013 between Conewago Township and Conewago Township Police Officer's Association, seconded by Vice Chairman Don Knight. Vote 4-0

Vice Chairman Don Knight made motion to approve Resolution 2018-I to proclaim April 2018 as "Pennsylvania 811 Safe Digging Month" in Conewago Township, Adams County, seconded by Supervisor Zach Brillhart. Vote 4-0

Recreation (Boyer/Heller)

Supervisor Steve Heller advised that we are working with the County to revise the grant.

Agricultural Preservation (Boyer)

Nothing new to report.

Roads (LeGore/Heller)

Supervisor Steve Heller advised the Road Department is currently working on tree trimming, cleaned 120 storm drains and street sweeping. We received the new roller and that should be up and running soon. Chairman Bob LeGore advised Scott Small, Maintenance Manager gave a great review of job duties completed in the committee meeting and advised they are doing a good job.

Pension (Knight)

Next meeting is scheduled for February 26, 2018 at 10:30 a.m.

Planning Commission (Brillhart)

Supervisor Zach Brillhart advised the Planning Commission met this month, they had a request for a plan extension, a subdivision land development plan was submitted and they are currently working on updating the Comp. plan.

Stormwater (Knight/Brillhart)

Vice Chairman Don Knight advised they are developing standard operating procedures (SOP's) and best management practices (BMP's) ordinances.

4. REPORT FROM SECRETARY-TREASURER

Supervisor Steve Heller made motion to approve the Secretary/Treasurer's Report, seconded by Supervisor Zach Brillhart. Vote 4-0

Supervisor Zach Brillhart made motion to approve payment of the prepaid bills and all invoices noted on the report for January 12, 2018 – February 14, 2018, seconded by Vice Chairman Don Knight. Vote 4-0

5. PUBLIC COMMENT

Ed Givens of 19 Butternut Lane requested from the Board a waiver of trash service for his property. He is the property owner but no one resides at that residence. Mr. Givens advised he has a home based business but doesn't create trash since he is working with granite countertops. Code Enforcement/Zoning Officer Dave Arndt will go out to the property to look into this further.

6. REPORTS FROM DEPARTMENTS

Police

The Police Department January report was enclosed in the packet for review.

February neighborhood watch newsletter went out.

The Police Department, Children Advocacy Center and Children and Youth Services are working together on a Policy for better communication.

The parking lot has been volunteered for speed calibration for any department that is interested.

The Police Chief and Sgt. Gary Baumgardner are working with area businesses on active shooter safety procedures.

The new camera system will be up and running by the end of the week.

Township Solicitor Yingst

Solicitor Jim Yingst advised it has been a slow month on legal issues. Solicitor Yingst did have a conference call with the Township Engineer Eric Mains and Township Manager Barbara Krebs on stormwater best management practices ordinances.

Township Manager

Township Manager Barbara Krebs gave a review of her staff report.

Supervisor Steve Heller made motion ratifying Diane Bixler the Mt. Pleasant Tax Collector, as Deputy Tax Collector for Conewago Township, seconded by Supervisor Zach Brillhart. Vice Chairman Don Knight abstained from the vote. Vote 3-0

Police negotiation meeting was held on February 7, 2018, Township Manager Barbara Krebs advised the Township and the Association have come to agreement.

Supervisor Zach Brillhart made motion to authorize Township Manager Barbara Krebs to pull together all the information for the signed contract between both parties, effective 2018 pay rates will begin February 21, 2018, with retro pay calculating back to January 1, 2018 and medical co-pay difference to be collected once a contract is signed, seconded by Vice Chairman Don Knight. Vote 4-0

An executive session was held on February 13, 2018 for Personnel reasons.

The Auditors are working on the Township Audit and should be contacting us next week.

Supervisor Zach Brillhart made motion to ratify the actions of Township Manager Barbara Krebs of certifying a list of three candidates for potential hire for the Police Department, seconded by Supervisor Steve Heller. Vote 4-0

Township Manager Barbara Krebs advised a conditional hire offer to candidate A, the candidate has accepted, 1 year probation if all the conditions have been met.

Township Engineer (Eric Mains, Gannett Fleming, Inc.)

Engineer Eric Mains gave a review of his Engineer's Report for January.

Currently working on the 2018 street surfacing project for Wappler, Basilica and North Third Street and will have a draft copy for the Board in March.

Working with the County to discuss a reallocation of the 2017 awarded grant for the park.

Working on the various annual reports that are due to PA DEP.

8. CODE ENFORCEMENT

The activity summary from Zoning/Code Enforcement Officer Dave Arndt dated February 14, 2018 was enclosed in the packet for review.

Current flow charts on 384 Maple Avenue were included in the packet for review.

9. SUBDIVISION/LAND DEVELOPMENT

The Subdivision and Land Development Status Report for February 14, 2018 was enclosed for review.

Planning Commission meeting minutes for February 1, 2018.

Vice Chairman Don Knight made motion to approve Precision Cut Industries a 30 day extension provided that they submit a Final Plan indicating the conditional approvals have been met and the same must have the signatures of the owner of abutting lands known as South Jefferson Street, seconded by Supervisor Steve Heller.

Vote 4-0

Supervisor Zach Brillhart made motion to approve the Russell Williams, Final Minor Subdivision Plan and Resolution 2018-H, recommended by the Planning Commission, seconded by Supervisor Steve Heller.

Vote 4-0

Code Enforcement/Zoning Officer Dave Arndt advised that the electronic recycling day is March 17, 2018 From 9:00 a.m. – 12:00 p.m. Information is on the website and will be advertised in the Merchandiser.

10. ZONING

Nothing new to report

11. OTHER BUSINESS, Comments, and Announcements

Nothing new to report.

12. MEETING SCHEDULE

Planning Commission Meeting scheduled for March 1, 2018 at 6:00 p.m.

Zoning Hearing Board Meeting – March 7, 2018 at 6:00 p.m.

Municipal Authority Meeting – March 12, 2018 at 6:00 p.m.

Road Committee meeting for March 19, 2018 at 9:30 a.m.

Public Safety Committee meeting for March 19, 2018 at 11:00 a.m.

Board of Supervisor's Workshop for March 19, 2018 at 5:00 p.m.

Board of Supervisor's Meeting for March 19, 2018 at 6:30 p.m.

13. ADJOURNMENT

Supervisor Zach Brillhart made motion to adjourn the meeting at 7:05 p.m., seconded by Supervisor Steve Heller.

Vote 4-0

Respectfully Submitted:

Heather Snyder, Secretary/Treasurer