

**Conewago Township Board of Supervisors
541 Oxford Avenue
Hanover, PA 17331**

Re-Organizational Meeting Minutes • January 7, 2019 • 4:30 PM

Chairman Don Knight called the Re-Organizational meeting to order at 4:30 pm with the Pledge of the Flag and a moment of silence.

The following were in attendance:
Chairman Don Knight
Supervisor Louann Boyer
Supervisor John Strevig

The following appointed Township Officials were also in attendance:
Barbara Krebs, Township Manager Heather Snyder, Sec. /Treasurer
Tim Shultis, Solicitor Chief Curtis McCoy
Angela Pabon, Asst. Sec./Treasurer Scott Small, Maintenance Manager
Holly Zepp, Municipal Authority Controller

David Arndt, Zoning/Code Enforcement Officer - Absent

There were approximately 9 people in the audience including: Zachary Brillhart of 65 Apache Pass, Tony Eline of 12 Linden Avenue, Adam Smith of 276 Oxford Avenue, Charlotte Shaffer of 241 Johnathon Drive, Ernest Hess of 125 Stafford Drive, Tom Weaver of 174 Panther Drive, Jeffery Sheely of 322 Diller Road, Robert LeGore of 39 Sycamore Lane, Michael Cooper-White of The Gettysburg Times

Close of Outstanding Business for 2018

Supervisor John Strevig made motion to approve the bills paid/to be paid December 13, 2018 to January 7, 2019 report, seconded by Supervisor Louann Boyer Vote 3-0

A concerned resident letter, dated December 23, 2018, regarding Neiderer's Pool was enclosed in the packet for review.

A Volunteer application and resume from Tom Weaver was enclosed in the packet for review.

A correspondence from Adams County, regarding the Sterilis Sharps Processing System Community Project, was enclosed in the packet for review.

A correspondence from Comcast, regarding the removal of the MGM TV channel effective January 31, 2019, was enclosed in the packet for review.

The Zoning/Code Enforcement Year End Report for 2018 was enclosed in the packet for review.

Supervisor John Strevig made a motion to accept the Zoning/Code Enforcement Year End Report for 2018, seconded by Supervisor Louann Boyer. Vote 3-0

Chairman Don Knight invited applicants for the Board of Supervisor's position to present to the Board.

Applicants interested in filling one of the vacant positions on the Board of Supervisors were each given an opportunity to speak. These applicants included Charlotte Shaffer of 241 Johnathon Drive, Ernest Hess of 125 Stafford Drive, Tom Weaver of 174 Panther Drive, Jeffery Sheely of 322 Diller Road, Robert LeGore of 39 Sycamore Lane.

Zachary Brillhart of 65 Apache Pass recommended Jeffery Sheely for a position on the Board of Supervisors.

Barbara Krebs, Township Manager, advised Solicitor Tim Shultis would explain the terms in which the appointed Board members would be filling. Tim Shultis advised that the appointment term would be for 1 year which would be from January 7, 2019 until January 6, 2020. He advised that in the next Election cycle this year anyone qualified can run for these positions. The position for Steve Heller ends 12/31/2023 which would be a 4 year unexpired term and the position for Zachary Brillhart ends 12/31/2021 which would be a 2 year unexpired term. Typically a term for these positions is 6 years however these terms are shorter due to the vacancy.

The Board had the opportunity to ask the candidates any questions they may have. The Board members thanked all the candidates for their interest.

Supervisor John Strevig made a motion to appoint Jeffery Sheely to fill the vacancy for Zachary Brillhart for the calendar year 2019, seconded by Supervisor Louann Boyer. Vote 3-0

Supervisor John Strevig noted the recommendation of Zachary Brillhart, prior Board of Supervisors Vice Chairman.

Supervisor Louann Boyer made a motion to appoint Ernest Hess to fill the vacancy for Steve Heller for the calendar year 2019, seconded by Supervisor John Strevig. Vote 3-0

Supervisor Louann Boyer noted that Mr. Hess has been attending several meetings including the budget meetings at the Township.

Holly Zepp, Municipal Authority Controller, sworn in newly appointed Board members Ernest Hess and Jeffery Sheely at 4:45 p.m.

Conewago Township welcomed Supervisor Ernest Hess and Supervisor Jeffery Sheely to the Board of Supervisors and asked them to join the table for the remainder of the meeting.

Chairman Don Knight closed the business for 2018 at 4:47 p.m.

Reorganizational Meeting 2019

Chairman Don Knight turned the meeting over to Solicitor Tim Shultis.

Solicitor Tim Shultis called for nominations for Chairman of the Board of Supervisors. Supervisor Louann Boyer made motion, of which was seconded by Supervisor John Strevig, to nominate Don Knight Chairman for 2019. No discussion. Vote 5-0

Solicitor Tim Shultis turned the meeting over to Chairman Don Knight for 2019 Business.

Chairman Don Knight called for nominations for Vice Chairman of the Board of Supervisors. Chairman Don Knight made motion, of which was seconded by Supervisor John Strevig, to nominate Supervisor Louann Boyer as Vice Chairman for 2019. No discussion. Vote 5-0

Chairman Don Knight called for nominations for Board of Supervisors Committees for 2019. Supervisor Louann Boyer made motion, of which was seconded by Supervisor John Strevig, to nominate the following Supervisors to these respective Committees for 2019.

- Administration (2019 Supervisors Knight & Strevig)
- Public Safety (2019 Supervisors Knight & Strevig)
- Recreation (2019 Supervisors Boyer & Sheely)
- Roads (2019 Supervisors Boyer & Hess)
- Agricultural Preservation (2019 Supervisor Sheely)
- Police Pension (2019 Supervisor Knight & Strevig)
- Municipal Authority (2019 Supervisor Hess)
- Planning Commission (2019 Supervisor Strevig)
- Police Negotiation (2019 Supervisors Knight)
- Maintenance Negotiation (2019 Supervisors)

Discussion: Supervisor Jeff Sheely will shadow Supervisor John Strevig for the Planning Commission meetings. Supervisor John Strevig will shadow Don Knight for Police Negotiations. Vote 5-0

Chairman Don Knight called for the following motions:

Supervisor John Strevig made motion to appoint Heather Snyder, Secretary/Treasurer, and Barbara Krebs, Township Manager, the voting delegates for the PSATS' Annual Educational Conference April 14 - 17, 2019, seconded by Supervisor Ernest Hess. Vote 5-0

Supervisor John Strevig made motion to reappoint Heather Snyder, Secretary/Treasurer with bonding at \$750,000.00 and salary compensation at the 2019 rates, seconded by Vice Chairman Louann Boyer. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint the Zoning/Code Enforcement Officer, Maintenance Manager, Chief of Police, and Township Manager at determined 2019 rates, seconded by Supervisor John Strevig. Vote 5-0

Supervisor John Strevig made motion to reappoint Solicitor, Tim Shultis, 1147 Eichelberger Street, Hanover, PA as Conewago Township Solicitor at rates as in the ongoing contracts, seconded by Supervisor Ernest Hess. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint Eckert Seamans, Michael Miller as special labor council at rates as in ongoing contracts, seconded by Supervisor John Strevig. Vote 5-0

Supervisor John Strevig made motion to reappoint Harold Eastman as the Zoning Hearing Board Solicitor at rates as in ongoing contracts, seconded by Vice Chairman Louann Boyer. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint Douglas Stambaugh of G.H.I. as sewage Enforcement Officer and William Hill's office as alternate S.E.O. at rates as in the ongoing Contracts, seconded by Supervisor John Strevig. Vote 5-0

Supervisor John Strevig made motion to reappoint Gannett Fleming as the Township Engineer at the rates as in the ongoing contracts, seconded by Vice Chairman Louann Boyer. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint Kevin Adams as Township Emergency Management Coordinator for 2019, seconded by Supervisor Ernest Hess. Vote 5-0

Vice Chairman Louann Boyer made motion to appoint for the 2019 audit RLH as the contracted C.P.A. for the purposes of auditing the accounts of the Township consistent with the Second Class Township Code Section 917, seconded by Supervisor John Strevig. Vote 5-0

Supervisor Ernest Hess made motion to reappoint York-Adams Tax Bureau as the collector of the Local Tax Enabling Act 32 (Earned Income and LST), Delinquent Per Capita, seconded by Supervisor John Strevig. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint Heather Snyder as delegate and Barbara Krebs as alternate delegate to the Adams County Tax Collection Committee and to the York\Adams Tax Bureau, seconded by Supervisor John Strevig. Vote 5-0

Supervisor Ernest Hess made motion to appoint David Arndt, Jr. as delegate and Barbara Krebs as alternate delegate to the Adams County Council of Governments, seconded by Supervisor John Strevig. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint Heather Snyder as the Right-to-Know Officer and David Arndt Jr. as the alternate, seconded by Supervisor John Strevig. Vote 5-0

Vice Chairman Louann Boyer made motion to reappoint the Planning Commission, Zoning Hearing Board, Elected Auditors and Municipal Authority members at seated 2019 rates, seconded by Supervisor Ernest Hess. Vote 5-0

Supervisor John Strevig made motion to recognize Scott Small, Maintenance Manager, to attend the Adams County Transportation Planning Organization meetings as needed, seconded by Vice Chairman Louann Boyer. Vote 5-0

Vice Chairman Louann Boyer made motion to recognize Charles Waggoner's full term of 6 years as an Elected Auditor, seconded by Supervisor John Strevig. Vote 5-0

Supervisor John Strevig made motion to recognize Ted Bortner's position of Chair of the Vacancy Board, seconded by Vice Chairman Louann Boyer. Vote 5-0

New Business

Public notice for the 2019 meeting schedule was published on December 29, 2018 in the Gettysburg Times and January 3, 2019 in the Hanover Evening Sun. A copy of the advertisement was enclosed in the packet.

Chairman Don Knight called for the motion to adopt Resolution 2019-A which establishes the fee schedule for the Township in 2019.

Supervisor John Strevig made motion, of which was seconded by Vice Chairman Louann Boyer, to adopt Resolution 2019-A, Fee Schedule for Conewago Township, as presented.

No Discussion. Vote 5-0

Chairman Don Knight called for the motion to adopt Resolution 2019-B which establishes the Tax Levy at 2.0109 mills for the Township in 2019.

Supervisor John Strevig made motion, of which was seconded by Vice Chairman Louann Boyer, to adopt Resolution 2019-B, Tax Levy, as presented.

No Discussion. Vote 5-0

Chairman Don Knight called for the motion to adopt Resolution 2019-C which authorizes the Secretary/Treasurer to pay certain operating disbursements that may become due and payable prior to the Board of Supervisors official review and approval.

Supervisor John Strevig made motion, of which was seconded by Vice Chairman Louann Boyer, to adopt Resolution 2019-C, Payment of Operating Disbursements, as presented.
No Discussion. Vote 5-0

Chairman Don Knight called for the motion to adopt Resolution 2019-D, the Disposition of Records for the 2011 Fiscal Year.
Supervisor John Strevig made motion, of which was seconded by Vice Chairman Louann Boyer, to adopt Resolution 2019-D, Disposition of Records, as presented.
No Discussion. Vote 5-0

Chairman Don Knight reviewed the Holiday schedule for regular full-time, non-unionized employees for 2019 to be the following: ½ Day New Year's Eve, New Year's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veterans Day, ½ day Thanksgiving Eve, Thanksgiving Day and the day after, ½ day Christmas Eve and Christmas Day.

Chairman Don Knight called for the motion to approve the Holiday schedule for regular full-time, non-unionized employees for 2019.
Vice Chairman Louann Boyer made motion to approve the Holiday schedule for regular full-time, non-unionized employees for 2019, seconded by Supervisor John Strevig. Vote 5-0
No Discussion.

Other Business

Barbara Krebs, Township Manager, advised there will be a closed session to discuss personnel and contract issues.

Public Comment

Tom Weaver of 174 Panther Drive had questions regarding the process in which the Board of Supervisor vacancies were appointed. Barbara Krebs, Township Manager and the Board of Supervisors had discussion on the process.

Adam Smith of 276 Oxford Avenue had concerns regarding the Eisenhower Drive Extension. Barbara Krebs, Township Manager advised that she would be happy to meet with Mr. Smith to discuss the information she has regarding the Eisenhower Drive Extension, advising this is a Penn DOT project.

Announcements

- Zoning Hearing Board – January 9, 2019 at 6:00 p.m.
- Public Safety Committee Meeting – January 14, 2019 at 8:30 a.m.
- Road Committee Meeting – January 14, 2019 at 11:00 a.m.
- Recreation Committee Meeting – January 16, 2019 at 9:00 a.m.
- Admin. Committee Meeting – January 16, 2019 at 10:00 a.m.
- Board of Supervisors Workshop – January 21, 2019 at 5:00 p.m.
- Board of Supervisors Meeting – January 21, 2019 at 6:30 p.m.

Adjournment

The Board of Supervisors called an Executive Session at 5:20 p.m. to discuss personnel and contract issues. Vote 5-0

The Board of Supervisors unanimously voted to adjourn the Executive Session at 5:54 p.m. Vote 5-0

The Board of Supervisors unanimously voted to reconvene the Board of Supervisors Re-Organizational meeting at 5:55 p.m. Vote 5-0

Supervisor John Strevig made motion to adjourn the meeting at 5:55 p.m., seconded by Vice Chairman Louann Boyer. Vote 5-0

Respectfully Submitted:

Heather Snyder
Secretary/ Treasurer

Angela Pabon
Assistant Secretary / Treasurer