

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
JANUARY 3, 2022

Meeting was called to order by the Acting Chairperson, Lorreta Wilhide, at 7:00 p.m.

Pledge of Allegiance

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried to appoint Ms. Wilhide as Chairperson. Vote: 3-0

**BOARD REORGANIZATION:**

Motion by Supervisor MacDonald, second by Chairperson Wilhide, unanimously carried, to appoint Supervisor Klinger as Vice Chairperson. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to appoint Supervisor Klinger as Liaison of the Road Department. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Chairperson Wilhide as Liaison of Administration. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to appoint Supervisor Klinger as Liaison of Municipal Services. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint Chairperson Wilhide as township representative to Northern York County Regional Police. Vote: 3-0

Motion by Supervisor MacDonald, second by Chairperson Wilhide, unanimously carried, to appoint Supervisor Klinger as alternate township representative to Northern York County Regional Police. Vote: 3-0

Motion by Supervisor Klinger, second by Chairperson Wilhide unanimously carried, to appoint Supervisor MacDonald as township representative to York Adams Tax Bureau. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Chairperson Wilhide as alternate township representative to York Adams Tax Bureau. Vote: 3-0

Motion by Supervisor Klinger, second by Chairperson Wilhide, unanimously carried, to appoint Supervisor MacDonald as township representative to York County Planning Commission. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Supervisor MacDonald as township representative to Local Government Advisory Committee. Vote: 3-0

Motion by Supervisor Klinger, second by Chairperson Wilhide, unanimously carried, to appoint Supervisor MacDonald as township representative to the York County Solid Waste Authority. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to approve the agenda as prepared. Vote: 3-0

Motion by Supervisor Klinger, second by Chairperson Wilhide, unanimously carried, to approve the December 7, 2021 minutes. Vote: 2-0

RECOGNITION OF PUBLIC REQUESTS: Tim McMaster of E. Butter Rd. just wanted to know if anyone can be the representative of the above organizations or if it must be someone on the board.

#### PUBLIC HEARING:

The Traffic Impact Study still is not ready. Freedom Square requested another continuance. Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to continue to the February meeting. Vote: 3-0

There was a discussion about the sewer issue. If there will be enough and if not, what is the next step. Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to authorize the Planning Commission to go back and review the September 27, 2021 letter from C.S. Davidson. Vote:3-0 Meeting was closed.

There was discussion about getting another Economy Impact Study.

#### HYKES FIELD RESERVATION REQUEST:

Zion View Athletic Association requested that the fields be reserved for their use all seven days of the week for the entire season.

#### APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS:

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint law firm of CGA with Timothy Bupp and Steve McDonald serving as township solicitor for 2022. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint John Herrold's office as the Zoning Hearing Board Solicitor for 2022. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2022. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Joshua Kopp as the Secretary/Treasurer/Manager. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, pending

approval from the auditors that the Treasurer's bond be set at \$450,000.00. It is set at that amount because it needs to be at minimum the amount of the liquid fuels money the Township receives. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Joshua Kopp as the Public Works Director. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Joseph Smith as the Road Master. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Shanna Housman as the Administrative Assistant. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Ms. Wilhide as Assistant Secretary/Treasurer. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Albert Neufeld Jr. as Zoning/Permit/Codes Enforcement Officer and Building Code Official. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint South Penn Code Consultants as Township Sewage Enforcement. Vote: 3-0

Resolution 2022-01, setting designated salaries was adopted, with the condition that Auditor approval is granted, on a motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried. Vote: 3-0

Resolution 2022-02, establishing user fees and charges was adopted on a motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried. Vote: 3-0

Resolution 2022-03, naming the financial institutions for township funds was adopted on a motion by Supervisor MacDonald, seconded by Supervisor Klinger, unanimously carried. Vote: 3-0

Resolution 2022-04, establishing a disposition schedule for township records was adopted on a motion by Supervisor Klinger, seconded by Supervisor MacDonald, unanimously carried. Vote: 3-0

Resolution 2022-05, establishing township labor and equipment rates was adopted on a motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, to set the Conewago Township Tax Collector's commission at \$1.75 per each bill sent and \$1.50 per each bill collected for the Real Estate taxes for 2022, unanimously carried. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to turn over funds received from the State Foreign Fire Insurance Taxes to the Strinestown Volunteer Firefighters Relief Association. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Charles Zitnick to the Conewago Township Planning Commission for a four-year term ending 12/31/2025. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint Lynn Kann to the Conewago Township Sewer Authority for an unfinished term ending 12/31/2025. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint Sharon Beck to the Conewago Township Zoning Hearing Board for a five-year term ending 12/31/2026. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Dale Knepper to the Conewago Township Sewer Authority for a five-year term ending 12/31/2026. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Budd Staub as Emergency Management Coordinator. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint George Herman as a qualified elector from the township to the vacancy board. Vote: 3-0

Motion by Supervisor Klinger, second by Chairperson Wilhide, to authorize the supervisors, appointed officials and/or staff to attend Federal, State, County Conventions, Conferences, Institutes, Meetings, Forums and Training dealing with their duties and functions as permitted under the Second-Class Township Code. The expenses for attending these events will be paid by the township and are limited to the registration fee, mileage for the use of a personal vehicle or reimbursement of actual transportation expense going to and returning from the event plus all other actual expenses that are incurred. Motion unanimously carried. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Supervisor MacDonald as voting delegate for the Hershey Convention. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Chairperson Wilhide as the alternate voting delegate for the Hershey Convention. Vote: 3-0

**-PLANNING & ZONING:**

- There was a discussion about a Zoning Hearing Board member not being active. The board requested a letter from the individual to resign. Tim McMaster offered but he is not allowed since he is an auditor.

-Moove In Storage: We received a letter for an extension. They are working on the stormwater management agreement with McNaughton. Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried to approve an extension for Moove In Storage until March 2, 2022.

-REPORTS: Motion by Supervisor MacDonald, second by Supervisor Klinger unanimously carried, to approve the Building Permit Report, Police Report, and Ambulance Report.  
Vote: 3-0

-TREASURER'S REPORT: Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to approve the December 2021 financial report. Vote 3-0

-ROAD REPORT: None.

-SOLICITOR'S REPORT:

-Kemper, Copenhaffer Rd: Initiated action for the wall that fell. It should be in front of the magistrate's office.

-Smith, Bull Rd: The deadline is January 14<sup>th</sup> if we do not hear from them, we will have to move forward.

-Seidenstricker, Locust Point Rd: We will have to move forward with proceedings because there is not any progress.

-ENGINEER'S REPORT:

-Municipality Securities: These changes should be included in the SALDO. We need to add the traffic study to the SALDO. We would like to require a developer's agreement. Also, add in a model ordinance for the stormwater. There are quite a few items we want to add, change, and talk about in the SALDO. In April we will try and get a conversation started and/or a workshop to meet and talk about the changes we would like to see.

-UNFINISHED BUSINESS:

-Township Website: We need to find someone to take over running the website.

-NEW BUSINESS: Auditor's meeting will be held on January 4, 2022 at 7:00 pm at the Township building, 490 Copenhaffer Rd. York, PA 17404.

Wet Township: We need to start a petition and get 300 signatures to have this placed on the ballots. Steve will try and put something together.

-OTHER BUSINESS:

-ADJOURNMENT: Meeting adjourned at 8:21 p.m.

Respectfully submitted,

Shanna Housman  
Administrative Assistant