

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 6, 2020

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

Pledge of Allegiance

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

BOARD REORGANIZATION:

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

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

Ms. Wilhide introduced John MacDonald as the new Township Supervisor.

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

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

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

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

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

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

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

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

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

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

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to approve the December 3, 2019 minutes. Vote: 3 to 0

RECOGNITION OF PUBLIC REQUESTS:

-John Luciani from First Capital Engineering presented a waiver request on behalf of Henkels and McCoy to construct a new driveway onto Cloverleaf Road to provide secondary access to their facility to address their concerns regarding safety and convenience for all vehicles entering and exiting their site from the Susquehanna Trail. Minimal traffic impact is anticipated.

The township administration informed Mr. Luciani that a Land Development Plan would be necessary for the driveway construction and they are asking the Supervisors to waive the requirement of the Land Development Plan submission requirement.

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to grant the waiver request to submit a formal Land Development Plan with the condition that all SALDO requirements are met. Vote: 3-0.

HYKES FIELD RESERVATION REQUEST:

Zion View Athletic Association requested that the Hykes Field be reserved for their use all seven days of the week for the entire season. Motion by Ms Wilhide, second by Mr. MacDonald, unanimously carried, to approve the request. Vote: 3-0.

Ms Wilhide asked Todd Smith to contact the Athletic Association regarding the condition of the banners that were placed on the field fences at Zion View. The banners are in bad shape and are to be removed during the off season.

APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS.

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2020. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. MacDonald, unanimously carried, to appoint John Herrold as the Zoning Hearing Board Solicitor for 2020. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2020. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Lou Anne Bostic as the Secretary/Treasurer/Manager. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to recommend to the auditors that the Treasurer's bond be set at \$250,000.00. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Todd Smith as the Public Works Director. Vote: 3 to 0

Motion by Mr. Klinger, second by Ms Wilhide, unanimously carried, to appoint Joseph Smith as the Road Crew Leader. Vote: 3 to 0.

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to appoint Todd Smith as Assistant Manager/Secretary/Treasurer. Vote: 3 to 0

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

Appointment of Township Sewage Enforcement Officer and Alternate was tabled to allow further research. William Deal resigned at the end of 2019.

Resolution 2020-01, setting designated salaries was adopted, with the condition that Auditor approval is granted for the working supervisor's wages, on a motion by Mr. Klinger, second by Ms Wilhide, unanimously carried. Vote: 3 to 0

Resolution 2020-02, establishing user fees and charges was adopted on a motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried. Vote: 3 to 0
The Zion View Community Center rental fee will remain at \$150.00 for 2020. The rate will increase to \$175.00 for 2021.

Resolution 2020-03, naming the financial institutions for township funds was adopted on a motion by Mr. Klinger, seconded by Mr. MacDonald, unanimously carried. Vote: 3 to 0.

Resolution 2020-04, establishing a disposition schedule for township records was adopted on a motion by Mr. Klinger, seconded by Mr. MacDonald, unanimously carried. Vote: 3 to 0

Resolution 2020-05, establishing township labor and equipment rates was adopted on a motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. 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 2019, unanimously carried. Vote: 3 to 0

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

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to appoint Mary Jane Collins to the Conewago Township Planning Commission for a four year term ending 12/31/2023. Vote: 3-0.

Motion by Ms Wilhide, second by Mr. MacDonald, unanimously carried, to appoint Brandon Musser to the Conewago Township Planning Commission for a four year term ending 12/31/2023. Vote: 3-0.

Motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried, to appoint Kim Thomas to the Sewer Authority for a five year term ending 12/31/2024. Vote: 3 to 0.

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Margaret Burg, to the Conewago Township Zoning Hearing Board for a five year term ending 12/31/2024. Vote: 3 to 0

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

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

Motion by Mr. Klinger, second by Mr. MacDonald, 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 to 0

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to appoint John MacDonald as voting delegate for the Hershey Convention. Vote: 3 to 0

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

-PLANNING & ZONING:

-Mountain Grove Chapel Preliminary/Final Subdivision Plan was presented by Lee Faircloth from Gordon Brown's office.

Waiver requests:

1. SALDO, Section 303, preliminary plan submission. The applicant has requested a waiver of this requirement and proposes to proceed to final plan submission.
2. SALDO, Section 406.a (16), sewage non-building waiver to be executed and filed with DEP
3. SALDO, Section 525, installation of lot corner markers within Andersontown Road.

Motion by Mr. Klinger, second by Ms Wilhide, unanimously carried, to approve the waiver requests. Vote: 3-0.

Plan approval:

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to approve the plan with the following conditions:

-Provide the signature and seal of the P.L.S. on the plan.

-Disconnected Impervious Area shown on the plan with a drainage easement established over said area.

Vote: 3-0.

-REPORTS: Motion by Mr. MacDonald, second by Ms Wilhide, unanimously carried, to approve the

Building Permit and the Police Report. Vote: 3 to 0. Ms Wilhide reported on the service call volumes and the hiring of new officers. The Police Department is purchasing additional vehicles and researching the purchase of a property that previously housed the Southwest Regional Department to meet the additional needs of the addition of several municipalities to the Department

-TREASURER'S REPORT: The December report will be presented at the February meeting in order to process all the year-end entries.

-ROAD REPORT: None

-SOLICITOR'S REPORT: None

-ENGINEER'S REPORT:

-Mr. Myers reported on several road betterment issues and informed the Board that it appears PennDOT is actively pursuing the turn back of the Susquehanna Trail.

-Mr. Myers presented a request from ADEPT to have the chain-link stormwater basin fencing requirement waived. ADEPT would like to propose a different fencing to improve the look of the property. The Board will look into this and discuss at the next meeting. Some type of indemnification document would have to be provided to the Township if the requirement is waived. Mr. Klinger would like to have ADEPT contacted to request fog lines to be painted on the improved section of Andes Road.

-Mr. Myers updated the Board on the remaining Autumnwood Development items. Mark Golicher reported that Mill Run Road and Nursery Road are cracking in spots. The township will look into this. The outstanding landscape and stormwater items continue to be addressed by the developer, however, the Supervisors would like Mr. Myers to inform the developer that if the items are not fully addressed the Township will consider having the work completed by pulling their bond.

-Ms Wilhide asked Terry to look at the retention basin at the Mill Creek Park property and determine why the water is not draining.

-UNFINISHED BUSINESS: None

-NEW BUSINESS: Auditors meeting will be held on January 7, 2020 at 7:00 pm.

-OTHER BUSINESS:

-Ms Wilhide requested that the Carriage House be reserved for the Breakfast with Santa event on December 5th. 2020. She shared several of the "Letters to Santa" that were received at the last event.

-Mr. MacDonald thanked the Board for their help preparing him for the role as a Township Supervisor.

-ADJOURNMENT: Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Lou Anne Bostic, Secretary