

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
- JANUARY 5, 2015

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

Pledge of Allegiance

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried to appoint Ms Wilhide as Chairperson for 2015. Vote: 3 to 0

BOARD REORGANIZATION:

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

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

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

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

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

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

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

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

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

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

Motion by Mr. Klinger, second by Ms Wilhide, motion carried, to approve the December 2, 2014 minutes. Vote: 2 to 0 (Mr. Hull was absent at the December meeting.)

RECOGNITION OF PUBLIC REQUESTS:

-NYESA, Carmen Fusco and Zion View all requested the use of Hykes Field in 2015.

The board asked the three teams to get together and work out schedules that will allow the use of the field by all three organizations. The Board agreed that the NYESA and Carmen Fusco teams were instrumental in the Hykes Field improvements and they would get first preference. Open communications should be ongoing between all three teams.

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

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2015. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint John Herrold as the Zoning Hearing Board Solicitor for 2015. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2015.  
Vote: 3 to 0

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

Motion by Mr. Klinger, second by Mr. Hull, 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. Hull, second by Mr. Klinger, unanimously carried, to appoint Todd Smith as the Road Master. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint Lorreta Wilhide as Assistant Secretary/Treasurer. Vote: 3 to 0

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

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint William Deal as Township Sewage Enforcement Officer. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint John Klinedinst as Alternate Township Sewage Enforcement Officers. Vote: 3 to 0

Resolution 2015-01, setting designated salaries was adopted on a motion by Mr. Klinger seconded by Mr. Hull and unanimously carried. Vote: 3 to 0

Resolution 2015-02, establishing user fees and charges was adopted on a motion by Mr. Hull, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2015-03, setting forth the meeting schedule for the various boards was adopted on a motion by Mr. Hull, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2015-04, naming the financial institutions for township funds was adopted on a motion by Mr. Klinger, seconded by Mr. Hull and unanimously carried. Vote: 3 to 0

Resolution 2015-05, establishing a disposition schedule for township records was adopted on a motion by Mr. Hull, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2015-06, establishing township labor and equipment rates was adopted on a motion by

Mr. Klinger, seconded by Mr. Hull and unanimously carried. Vote: 3 to 0

Resolution 2015-07, appointing Reinsel Kuntz Leshner, RKL, to audit the financial records for 2014 was adopted on a motion by Mr. Hull, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, to set the Conewago Township Tax Collector's commission at \$1.00 per each bill sent and \$1.50 per each bill collected for the Real Estate taxes for 2015. Motion unanimously carried. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, 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 Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint James McCoy to the Conewago Township Planning Commission for a four year term ending 12/31/2018. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint Lois Leonard to the Sewer Authority for a five year term ending 12/31/2019. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint Margaret Burg to the Conewago Township Zoning Hearing Board for a five year term ending 12/31/2019. Vote: 3 to 0

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

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

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

-PUBLIC HEARING, ORDINANCE #350, authorizing an Intergovernmental Cooperation Agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan.

Ms Bostic explained that the prior adopted agreement passed the imposed deadline and has become null and void requiring the adoption and execution of this new agreement.

-George Herman, 960 E. Butter Road, informed that board of the "Bay Journal" publication that reports on anything bay related.

-No other public or Board comments were presented.

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to adopt Ordinance #350. Vote: 3 to 0.

-PLANNING & ZONING: None

-REPORTS: Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the Building Permit and Police Report. Vote: 3 to 0. Ms Wilhide commented on increased parking tickets and traffic citations. Mr. Hull requested that Ms Wilhide ask the police to continue speed monitoring on Cloverleaf

Road.

**-TREASURER'S REPORT:**

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to approve the December 2014 Treasurer's Report. Vote: 3 to 0 .

**-ROAD REPORT:** Mr. Smith presented a quote for replacement of the boom and mower on the Tiger Tractor with a rotary instead of flail mower head. The quoted COSTARS price from Stephenson is \$47,664.56. Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to authorize the purchase. Vote: 3 to 0.

Mr. Hull would like the legal definition and criteria for a "shadow/follow" vehicle that will be required for township road mowing.

**-SOLICITOR'S REPORT:** None

**-ENGINEER'S REPORT:** Terry Myers thanked the Board for his re-appointment. The engineer and the road master will be meeting to tour the proposed street maintenance projects for 2015. Terry would like to have a spec draft for contract bidding ready for the Board's review at the next meeting.

**-UNFINISHED BUSINESS:** -Copenhaffer Road closure traffic analysis. Tabled.  
- Stonegate Commons road adoption request has been withdrawn by the developer.

**-NEW BUSINESS:**

- Public Works Director / Road Crew Leader positions. The manager informed the Board that due to the increased storm water and road project inspections costs the township should hire a new road crew leader and Mr. Smith should be moved into an administrative position as Public Works Director. The savings in engineering fees should cover the hiring of the additional employee. Ms Bostic asked the Board for approval to advertise the Road Crew Leader position Motion by Mr. Klinger, second by Mr. Hull, unanimously approved, to advertise the position. Vote: 3 to 0.

**-OTHER BUSINESS:**

-Mr. Hull asked the engineer if he has heard that a private water company has notified Dover Township and would like lease their water system. Mr. Hull stated that if changes occur it could require a revised joint sewer agreement with Dover and he has concerns about possible increased sewer fees.

-Ms Wilhide informed the Board that the "Breakfast With Santa" event was a success with standing room only. Construction of a new social hall at the Strinestown Community Fire Station has started and Ms Wilhide has requested that the event be held at their venue next year.

-Ms Bostic requested approval to purchase (3) computer systems for the administrative staff. The current computers are outdated and are not operating efficiently. The COSTARS bid from Dell totals \$3,645.24. Motion by Mr. Klinger, second by Ms Wilhide, unanimously carried, to approve the purchase. Vote: 3 to 0.

-Pat McCoy, 4490 Susquehanna Trail, asked where the township disposed the old computer equipment. The equipment is recycled.

-Ms McCoy asked how the plans for a new Strinestown Community Fire Company Social Hall has been approved when the previous submission was rejected.

Ms Wilhide explained that no zoning or planning action was necessary. The applicant applied for and received the proper building permit. Plans are available for review in the office. Copies would need to be outsourced and the fees would be charged to the requesting parties.

-Jim McCoy, 4490 Susquehanna Trail, questioned occupancy of the new building.

-Mr. Hull stated that purchasing new computers may not completely solve the networking problems and further work may be required. He also asked if the staff is familiar with the Windows 8 application.

-Ms Wilhide asked the Board to write a story about Ray Hykes and submit to PSATS by January 30<sup>th</sup>., for consideration of their "Unsung Heroes" recognition. The Board was in favor of the request.

-Ms Wilhide informed the Board that the monthly APWA meeting guest speaker will be discussing the creation of digital maps to provide better routes for trucks. The company currently works with the York County GIS program. The meeting will be held on January 8<sup>th</sup>. Todd Smith will be attending.

-Mr. Hull requested a copy of the spread sheet that the zoning officer has compiled regarding traffic complaints on the Susquehanna Trail with regard to trucks trying to turn in the wrong entrance.

-ADJOURNMENT: Meeting adjourned at 8:16 p.m.

Respectfully submitted,

Lou Anne Bostic, Secretary