

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 6, 2025

Meeting was called to order by the Acting Chairperson, Lorreta Wilhide, at 6:00 p.m.

Pledge of Allegiance

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

Moment of silence for New Orleans, Ray Hykes, and Jimmy Carter.

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

Motion by Supervisor Klinger, second by Supervisor MacDonald, 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 to 0

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

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to approve the December 3, 2024 minutes. Vote: 3-0

RECOGNITION OF PUBLIC REQUESTS:

APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS:

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint the law firm of CGA with Steve McDonald serving as township solicitor for 2025. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to approve Andrew Herrold as the Zoning Hearing Board Solicitor for 2025. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Derek Rinaldo as representative to serve as township engineer for 2025. Vote: 3-0

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

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried to appoint Shanna Housman as Secretary/Treasurer. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor McDonald, unanimously carried, pending approval from the auditors that the Treasurer's bond be set at \$400,000.00. 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 Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to appoint Joseph Smith as the Road Master. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Shanna Housman as the Office Administrator. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried to appoint Bonita Kiser as the Administrative Assistant. Vote: 3-0

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

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to appoint Bethany Inman as Zoning/Permit/Codes Enforcement Officer and Building Code Official. Vote: 3-0

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

Resolution 2025-01, setting designated salaries was adopted, with the condition that Auditor approval is granted, on a motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried to approve. Vote: 3-0

Resolution 2025-02, establishing user fees and charges was adopted on a motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried to approve. Vote: 3-0

Resolution 2025-03, naming the financial institutions for township funds was adopted on a motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried to approve. Vote: 3-0

Resolution 2025-04, establishing a disposition schedule for township records was adopted on a motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried to approve. Vote: 3-0

Resolution 2025-05, establishing township labor and equipment rates was adopted on a motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried to approve. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, 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 2025, unanimously carried to approve. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, 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 Chairperson Wilhide, second by Supervisor Klinger, unanimously carried, to appoint Daryl Hull to the Conewago Township Planning Commission for a four-year term ending 12/31/2028. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried, to appoint Margaret Burg to the Zoning Hearing Board for the term ending 12/31/2029. Vote: 3-0

Motion by Chairperson Wilhide, second by Supervisor Klinger, unanimously carried to appoint Kim Thomas to the Conewago Township Sewer Authority for the term ending 12/31/2029. Vote: 3-0

We have a vacancy for the volunteer Emergency Coordinator position.

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

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

-PLANNING & ZONING:
Comp Plan is in final stages.

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

-TREASURER'S REPORT: Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to approve the December 2024 financial report. Vote 3-0

-ROAD REPORT:
Mill Creek parking lot will be lined in the Spring. That parking lot will be closed until then. The original parking lot will still be open to use.

-SOLICITOR'S REPORT:
The documents have been received for the Enclave (Kentwell) and the letter will be sent out shortly. And Josh has amounts needed for the Seidenstricker case.

-ENGINEER'S REPORT:
Discussion about the Susquehanna Trail turnback with culvert inspections and accepting the turnback.

Update on the Canal Road Betterment on where they stand with the project and trying to time when the detours are going to occur because the bridge on Canal Rd. will need to be closed in order to be replaced.

-UNFINISHED BUSINESS:

-NEW BUSINESS: Auditor's meeting will be held on January 7, 2025 at 6:00 pm at the Township building, 490 Copenhaffer Rd. York, PA 17404.

-OTHER BUSINESS:

-ADJOURNMENT: Meeting adjourned at 6:41 p.m.

Respectfully submitted,

Shanna Housman
Office Administrator