

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
JANUARY 3, 2023

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

Pledge of Allegiance

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried to appoint Lorreta 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 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 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 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 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 6, 2022 minutes. Vote: 3-0

RECOGNITION OF PUBLIC REQUESTS: Tim McMaster of E. Butter Rd. just wanted to announce he was recording the meeting.

#### 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.

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

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint the law firm of CGA with Steve McDonald serving as township solicitor for 2023. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to approve Andrew Herrold as the Zoning Hearing Board Solicitor for 2023. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2023. Vote: 3-0

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

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, pending approval from the auditors that the Treasurer's bond be set at \$400,000.00. 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 Supervisor Klinger, second by Supervisor MacDonald, unanimously carried, to appoint Joshua Kopp as the Public Works Director. Vote: 3-0

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

Resolution 2023-01, 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 to approve. Vote: 3-0

Resolution 2023-02, establishing user fees and charges was adopted on a motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried to approve. Vote: 3-0

Resolution 2023-03, naming the financial institutions for township funds was adopted on a motion by Supervisor Klinger, seconded by Supervisor MacDonald, unanimously carried to approve. Vote: 3-0

Resolution 2023-04, establishing a disposition schedule for township records was adopted on a motion by Supervisor MacDonald, seconded by Supervisor Klinger, unanimously carried to approve. Vote: 3-0

Resolution 2023-05, establishing township labor and equipment rates was adopted on a motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried. Vote: 3-0

Resolution 2023-06, establishing Board of Supervisors meeting public comments rules. Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried. Vote: 3-0

Resolution 2023-07, adopting Township seal. Motion by Chairperson Wilhide, second by Supervisor MacDonald, unanimously carried to approve adding this to the agenda. Vote:3-0  
Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried to approve. 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 2023, unanimously carried to approve. 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 Larry Kauffman to the Conewago Township Planning Commission for a four-year term ending 12/31/2026. Vote: 3-0

Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to appoint Justin Ward to the Conewago Township Sewer Authority for the term ending 12/31/2027. Vote: 3-0

We have a vacancy on the Zoning Hearing Board for the term ending 12/31/2027.

We have a vacancy for the volunteer Emergency Coordinator position.

Motion by Supervisor MacDonald, 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 MacDonald, 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 Supervisor Klinger, second by Chairperson Wilhide, 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:**

-Stonegate Commons Phase 4 Extension: Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried to approve the extension until April 4, 2023. Vote:3-0

-Dotties Greenhouse Extension: Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried to approve adding this item to the agenda. Vote: 3-0

Motion by Supervisor Klinger, second by Supervisor MacDonald, unanimously carried to approve the extension request until March 7, 2023 for the Land Development plan. Vote: 3-0

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

-TREASURER'S REPORT: Motion by Supervisor MacDonald, second by Supervisor Klinger, unanimously carried, to approve the December 2022 financial report. Vote 3-0

-ROAD REPORT: There have been some more issues with Conewago Elementary traffic. NYCRPD will be sitting out there tomorrow to see what is happening

-SOLICITOR'S REPORT:

-ENGINEER'S REPORT:

-UNFINISHED BUSINESS:

-NEW BUSINESS: Auditor's meeting will be held on January 4, 2023 at 6:00 pm at the Township building, 490 Copenhaffer Rd. York, PA 17404.

-OTHER BUSINESS:

-ADJOURNMENT: Meeting adjourned at 6:39 p.m.  
Respectfully submitted,

Shanna Housman  
Administrative Assistant