

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 2, 2018

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. Hull, unanimously carried to appoint Ms Wilhide as Chairperson for 2018. Vote: 3 to 0

BOARD REORGANIZATION:

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

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

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

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

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

Motion by Mr. Klinger, second by Mr. Hull, motion carried, to approve the December 5, 2017 minutes with the correction to the minutes under the Engineer's Report regarding the DEP signature by Lou Anne Bostic. Vote: 3 to 0

RECOGNITION OF PUBLIC REQUESTS:

-Mark Golicher, 100 Mill Run Road, presented his findings regarding the defective landscaping in the Autumn Wood Development. Ms Wilhide requested that Mr. Golicher provide the Supervisors with a copy of his findings by email. The weather will not allow any further landscaping to be done at this time. Mr. Klinger asked Terry Myers if new building permits can be held until the landscaping is completed. Mr. Myers was not sure if this could be done. Mr. Myers informed the Board that the NPDES Permit has been renewed.

-Township Ball Field reservation requests were received from Zion View Athletic Association.
Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to leave it up to Zion View to use and coordinate the fields with NYESA and return to the Supervisors if the need arises.
Vote: 3 to 0.

APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS.

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2018. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint John Herrold as the Zoning Hearing Board Solicitor for 2018. 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 2018.
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 Public Works Director. Vote: 3 to 0

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

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

Motion by Mr. Klinger, second by Mr. Hull, 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 2018-01, setting designated salaries was adopted, with the condition that Auditor approval is granted for the working supervisor's wages, on a motion by Mr. Hull, second by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2018-02, establishing user fees and charges was adopted on a motion by Mr. Klinger, seconded by Mr. Hull, unanimously carried. Vote: 3 to 0

Resolution 2018-03, naming the financial institutions for township funds was adopted on a motion by Mr. Hull, seconded by Mr. Klinger, unanimously carried. Vote: 3 to 0.

Resolution 2018-04, establishing a disposition schedule for township records was adopted on a motion by Mr. Klinger, seconded by Mr. Hull, unanimously carried. Vote: 3 to 0

Resolution 2018-05, 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

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 2018, unanimously carried. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, 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 Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint Charles Zitnick to the Conewago Township Planning Commission for a four year term ending 12/31/2021. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to appoint Donald Kern to the Sewer Authority for a five year term ending 12/31/2022. Vote: 3 to 0

Mr. Hull informed the Board that the recent appointment to the vacancy needs to be revoked as the person does not live in the township. Mr. Hull reported that the Township Solicitor, has advised that the Supervisors are responsible for filling vacancies. Motion by Hull, second by Mr. Klinger, unanimously carried to appoint Mr. Kim Thomas to the Authority for the completion term for Ms Leonard's passing. The manager will let the Authority know of the decision and that the Supervisors are following their Solicitor's advice.

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint David Zambito, to the Conewago Township Zoning Hearing Board for a five year term ending 12/31/2022. Vote: 3 to 0

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

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint George Herman as a qualified elector from the township to the vacancy board. 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. Klinger, second by Ms Wilhide, unanimously carried, to appoint Daryl Hull as voting delegate for the Hershey Convention. Vote: 3 to 0

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

-PLANNING & ZONING:

-Adept Land Development Plan was presented. No waivers were requested. Conditional approval is being requested. Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the Final Land Development Plan, with the outstanding conditions being addressed from the C.S. Davidson, Inc. review letter dated January 2, 2018, (Copy attached) and authorizing Terry Myers, Township Engineer to monitor the conditions. The Plan will not contain Supervisor signatures until all outstanding comments are addressed. Vote: 3-0

-REPORTS: Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the Building Permit, Police, Sewer Authority Financial and EMS Reports. Vote: 3 to 0

Ms Wilhide informed the Board that the Vehicle Code offenses were distributed incorrectly for the past 13 years due to a computer programming error. The County will be correcting the Fine Distributions. The current estimated amount owed to Conewago Township is approximately \$50,000.00.

-TREASURER'S REPORT: Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the December 2017 Financial Report.

-ROAD REPORT: None

Mr. Klinger informed the Board that some trees have been planted at the Mill Creek Park. The manager informed the Board that the park sign quote is still pending.

-SOLICITOR'S REPORT: None

-ENGINEER'S REPORT: Terry Myers presented a Public Improvements Security Reduction for Bennett Run, Phase 2, Section C, in the amount of \$345,064.50, and recommends the reduction. Discussion followed regarding the entrance from Taylor Drive to Butter Road. Mr. Hull is not in favor of granting the total reduction at this time, until the Township is assured that all criteria for safe site distance have been met. Carl Fidler, E. Butter Road, also voiced concerns and stated that because of the hump in the road you cannot see turning in or out of the intersection. Terry Myers will schedule a field site meeting with Todd Smith, Daryl Hull, Brian Klinger, Lorreta Wilhide and the Developer's Engineer to see that all criteria are met. Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to release \$250,000.00 of the request at this time and hold the remaining \$95,064.50 of the reduction request until the Township is assured that the site distance meets all requirements. Vote: 3-0

-Mr. Myers reported that the reduction request for Rocket Drywall is still waiting for proper documentation to be provided to him.

-Mr. Myers reports that the Hake Road adoption project is being researched. The manager asked the Board to further research the adoption/abandonment with PennDOT and the Township Solicitor to determine if both processes must be completed.

-Carl Fidler, East Butter Road, complained about tree branches hanging over Butter Road near the Simmons property that are causing a safety concern. Mr. Klinger is concerned about the trees also and commented that the trees are located within the township's right of way. The residents will be contacted and the township will trim the trees.

-UNFINISHED BUSINESS: None

-NEW BUSINESS: Auditors meeting will be held on January 3, 2018 at 7:00 pm.

-OTHER BUSINESS:

-Mr. Hull asked for updated information on the Robotics Service Program that was presented to the township by Terry Myers. Todd Smith stated that he is not interested in the program.

-Mr. Hull commented on the PSATS example ordinance opposing House Bill 1620, regarding wireless antennas. The Solicitor will be contacted to research the matter.

-Mr. Hull asked for updated information on the LERTA request that was submitted to the township by Dermody. The manager contacted Brian Geller, Financial Northeastern School District. Mr. Geller stated that the District will wait to see what the township decides. The Board instructed the manager to contact them and that they should decide if the LERTA District should be expanded to include the DERMODY facility.

-Mr. Hull requests that the UC inspection companies remain on the next agenda.

-Mr. Hull asked for the Xfinity Accounts for the Township and the Fire Company. The manager will provide information after researching.

-Ms Wilhide announced that the Township will be looking at upgrading the phone system.

-Mr. Klinger asked about the status of the Xfinity Audit. The manager reported that nothing has been provided to date.

-ADJOURNMENT: Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Lou Anne Bostic, Secretary