

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
- JANUARY 6, 2014

Meeting was called to order by the Acting Chairperson, Lou Anne Bostic, 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 2014. Vote: 2 to 0

Ms Wilhide announced that Earl Miller, who served for 40 years on the Zoning Hearing Board and 20 years on the Planning Commission has passed away. A moment of silence was observed.

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

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

Motion by Ms Wilhide, 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 Ms Wilhide, second by Mr. Klinger, 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 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 Ms Wilhide, second by Mr. Klinger, 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 Ms Wilhide, second by Mr. Hull, 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 Ms Wilhide, unanimously carried, to approve the agenda as prepared, with

two small changes regarding board positions. Vote: 3 to 0

Motion by Mr. Hull, second by Ms Wilhide, unanimously carried, to approve the November 6, 2013 minutes. Vote: 2 to 0 (Mr. Klinger was absent at the November meeting.)

Motion by Mr. Klinger, second by Ms Wilhide, unanimously carried, to approve the December 3, 2013 minutes. Vote: 2 to 0 (Mr. Hull was absent at the December meeting.)

RECOGNITION OF PUBLIC REQUESTS:

-Marlin Cutshall, 233 Westwood Drive, introduced himself as the new elected auditor. He stated that he feels he is qualified to complete the township audit and save the township the cost of the accounting firm that is hired. Ms Wilhide explained that we have a contract with RKL to audit the records and thanked Mr. Cutshall for his comments.

-Curt Knaub, 1595 Jug Road, thanked the road crew for a good job during the recent snow storm. Mr. Knaub voiced complaints about garbage and recycling. Ms Wilhide explained that the township ordinance set the rules for the collection procedures. The manager will provide a copy to Mr. Knaub.

-Chris Thompson, representing the NYESA 11 to 13 year old ball team, presented an appreciation plaque to the township for the use of Hykes Field in 2013. Their team won the championship.

-NYESA, Mason Dixon Ruffnecks and Zion View all have requested the use of the Hykes Field in 2014. 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. They are to send the schedule to the township. Mr. Knaub asked why fields aren't being constructed on the Millcreek Park site. Ms Wilhide stated that she would like to see another use of the park instead of ball fields.

-Lynn Kann, 330 Copenhaffer Road, complained about the traffic signal light at the Canal Road and Susquehanna Trail intersection. He feels that the light stays green too long for traffic on Canal Road. The engineer was asked to look into this. Mr. Hull requested the engineer to look into the emergency preemptors on the south bound Susquehanna Trail approach. Jake Perry, 460 Old Stone Way, also agreed with the traffic signal issue.

APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS.

Motion by Ms Wilhide, second by Mr. Hull, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2014. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to appoint D. Michael Craley as the Zoning Hearing Board Solicitor for 2014. Vote: 3 to 0

Motion by Ms Wilhide, 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 2014.
Vote: 3 to 0

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

Motion by Ms Wilhide, second by Mr. Hull, unanimously carried, to recommend to the auditors that the

Treasurer's bond be set at \$2,000,000.00. Vote: 3 to 0

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

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

-Ms Wilhide announced that an executive session was held prior to the meeting in order to discuss a personnel matter.

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

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

Resolution 2014-01, setting designated salaries was adopted on a motion by Ms Wilhide, seconded by Mr. Hull and unanimously carried. Vote: 3 to 0

Resolution 2014-02, establishing user fees and charges was adopted on a motion by Ms Wilhide, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2014-03, setting forth the meeting schedule for the various boards was adopted on a motion by Mr. Hull, seconded by Mr. Klinger and unanimously carried with the following date changes. Vote: 3 to 0

- April 8, 2014 to April 1, 2014.

- August 5, 2014 to Wednesday, August 6, 2014.

The manager will take care of advertising the changes.

Resolution 2014-04, naming the financial institutions for township funds was adopted on a motion by Ms Wilhide, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2014-05, establishing a disposition schedule for township records was adopted on a motion by Ms Wilhide, seconded by Mr. Hull and unanimously carried with the following change. Vote: 3 to 0

- 2010 payroll time cards will not be disposed.

Resolution 2014-06, establishing township labor and equipment rates was adopted on a motion by Ms Wilhide, seconded by Mr. Klinger and unanimously carried. Vote: 3 to 0

Resolution 2014-07, appointing Reinsel Kuntz Leshner, RKL, to audit the financial records for 2013 was adopted on a motion by Ms Wilhide, seconded by Mr. Hull and unanimously carried. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. Hull, 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 2014.

Motion unanimously carried. Vote: 3 to 0

Motion by Ms Wilhide, 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 Ms Wilhide, second by Mr. Hull, unanimously carried, to appoint Charles Zitnick to the Conewago Township Planning Commission for a four year term ending 12/31/2017. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. Hull, unanimously carried, to appoint Timothy Walker to the Sewer Authority for a five year term ending 12/31/2018. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. Hull, unanimously carried, to appoint Wendy Lunko to the Sewer Authority for a completion term ending 12/31/2015. Vote: 3 to 0.

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to appoint Hanson Quickel to the Conewago Township Zoning Hearing Board for a five year term ending 12/31/2018. Vote: 3 to 0

Motion by Ms Wilhide, second by Mr. Klinger, 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.

The vacancy on the Zoning Hearing Board, due to the passing of Earl Miller, will be addressed at a later date.

Motion by Ms Wilhide, second by Mr. Hull, 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. Hull, 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

-PLANNING & ZONING:

-Strinestown Community Fire Company asked the Board for permission to allow Fire Station 26-2, located at 5 Fisher Drive, to be sublet to the Manchester Ambulance Club. The Board reviewed the letter and approved the request to sublet and allow Manchester Ambulance Club to be located there for a short term period. The approval passed unanimously on a Motion by Ms Wilhide, and seconded by Mr. Hull. Vote: 3 to 0.

-Marshall Collins, Manchester Ambulance Club representative reported that the use of the building on Fisher Drive will be temporary until further discussion and renovations are completed with ES3. Mr. Collins expects a favorable outcome. The Ambulance Club is ready for a start date of February 1st.

-Resolution 2014-08, appointing Northeastern Area Emergency Medical Services as the first due responder for emergency medical services for the entire township. Motion by Ms Wilhide, second by Mr. Hull,

unanimously carried, to adopt Resolution 2014-08. Vote: 3 to 0.

-Re-approval of the Preliminary/Final Land Development Plan for Concrete Developments, Inc. has been requested by the applicant. All outstanding comments have been addressed with the exception of the financial security. Ms Bostic informed the Board that the loc will be delivered to the township tomorrow morning. Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to re-approve the plan with the condition that the security be posted prior to plan recording. Vote: 3 to 0.

-REPORTS: Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the Building Permit Report. Mr. Hull requested a year end financial report from the Sewer Authority. The Police report will be sent to the supervisors.

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the December 2013 Treasurer's Report. Vote: 3 to 0 Ms Wilhide reported that the township is doing well financially and requested the manager to change format for the report in 2014.

Road Report: The road master did not have anything to report. Mr. Klinger congratulated the road crew on the good work during the recent storms.

-SOLICITOR'S REPORT:

-Attorney Chris Reed reported that the York County Planning Commission will be reviewing the township's proposed lot definition ordinance #345 at their January 27th. Meeting. Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to approve the Solicitors Report. Vote: 3 to 0.

-ENGINEER'S REPORT: Terry Myers presented a contract change order from Kinsley Construction for the 2013 Street Improvements. The change order amount is \$54,485.01 for adjustments made to the actual construction qualities. Mr. Myers also presented a Final Application for Payment to Kinsley Construction in the amount of \$108,360.81. Discussion followed regarding the future practice of paving the gutters. Todd would like to review the documents presented before they are finalized. The Board accepts the change order and final payment, pending Todd's approval.

-Mr. Myers reports that the request for release of a security bond by ES3 has been inspected and approved. Mr. Hull is not happy with the design of the additional truck lanes project. He would like to hold the security release until ES3 improves their signage to handle the number of trucks trying to enter the northern entrance and then abruptly turning out to proceed to the correct entrance. The manager was instructed to contact ES3. Ms Wilhide asked what happened to the directional truck traffic sign that was removed from the Trail during the traffic signal installation. The manager will look into this.

-Mr. Myers presented a proposed liquid fuel allocation that should increase yearly due to the recent state legislation regarding fuel taxes.

- The manager was instructed to continue to send the Solicitor and Engineer reports by email and also make copies for each board member.

-UNFINISHED BUSINESS: None

-NEW BUSINESS: None

-OTHER BUSINESS:

-Mr. Hull would like the latest edition of Townships Today posted on our web page.

-Mr. Hull would like to look at the short section of Copenhaffer Road for abandonment to address public safety. Lynn Kann stated that he is not in favor of this section being closed - the new signal light has made traffic worse in this area. The manager will contact the property owners for their approval.

-Mr. Klinger asked the engineer to look at the water/ice problem at the intersection of Bull and Butter Road. Mr. Myers will meet with the property owner to get the ground work started.

-Ms Wilhide reported that the Christmas Breakfast with Santa event was a success and hopes to continue the event.

-Ms Wilhide asked the Board to submit any information they would like to be included in the township newsletter to the office.

-Ms Wilhide stated that she would like the township to start developing the Millcreek Park property.

-ADJOURNMENT: Meeting adjourned at 8:33 p.m.

Respectfully submitted,

Lou Anne Bostic, Secretary