

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
SEPTEMBER 6, 2011

The meeting of the Board of Supervisors was held at the Township Municipal Building. The meeting was called to order by the Chairperson, at 7:00 P. M. Those in attendance were Robert Hahn (Chairman), Lois Leonard (Vice Chairperson), Lorreta Wilhide (Supervisor), Timothy Bupp (Solicitor), Terry Myers (Engineer) and Lou Anne Bostic, (Secretary).

Pledge of Allegiance:

RECOGNITION OF PUBLIC REQUESTS:

- Albert Spangler, 1155 E. Butter Road, voiced safety concerns regarding truck traffic on his road and asked the board to consider installing more visible signs prohibiting trucks. Mr. Spangler also requested the township to look at the storm water drainage at his property. The roadmaster will be contacted to check.
- Phil Figdore, 475 Jug Road, voiced concerns regarding the way the township handles road projects in the future and suggests that the property owners be notified for input.
- Pat McCoy, 4490 Susquehanna Trail, asked the board to consider using the provisions included in Act 90 that allows the township to collect delinquent taxes and other fees. Ms McCoy provided statistics from a neighboring township that is using the provisions and has been able to collect past due payments in the amount of \$11,288.00. Mr. Hahn informed Ms McCoy that the township will look into this.
- Betty Ellis, 4305 Susquehanna Trail, informed the board that her property is being ruined by storm water run off from the Trail since the township improved the road. The roadmaster will be contacted to check.

AGENDA ADOPTION: Motion by Ms Wilhide, second by Ms Leonard, unanimously carried, to adopt the agenda as presented.

APPROVAL OF MINUTES: Motion by Ms Leonard, second by Mr. Hahn, motion carried, to approve the July 5, 2011 and August 2, 2011 minutes. Ms Wilhide voted in opposition because she feels that changes to the minutes should be brought up at a public meeting. Mr. Hahn stated that if the minutes were done correctly, as per the audio recording, they wouldn't need to be changed.

PUBLIC HEARING - ORDINANCE #333, An ordinance increasing the Local Services Tax and repealing the Per Capita Tax. Motion by Ms Leonard, second by Mr. Hahn, to adopt Ordinance #333. Mr. Hahn asked for public discussion. Betty Ellis, 4305 Susquehanna Trail, asked if this is both the per capita taxes. Mr. Hahn explained that this per capita tax is only the township per capita tax. Mr. Hahn asked for board discussion, hearing none, the ordinance was adopted: Hahn-aye, Leonard-aye, Wilhide-Nay.

PLANNING & ZONING:

-Mr. Hahn asked if conditions on conditionally approved plans are followed up. The manager and zoning officer follow up on the conditions.

PARK & RECREATION BOARD:

-Mr. Hahn announced two new Park & Recreation Board positions that were filled:
Chynthia White - Chair and Kelly Zambito - Vice Chair.

-Carl Fidler, 150 E. Butter Road, asked why the Wendy's Restaurant is not hooked to public water. Mr. Fidler was informed that mandatory connection to public water is not required by the township.

REPORTS:

-Motion by Ms Leonard, second by Ms Wilhide, unanimously carried, to approve the reports, including the expense and disbursement report, for July and August.

SOLICITOR'S REPORT:

-Attorney Bupp informed the board that the Act 32 Tax Enabling Ordinance is currently under review by his firm

and he will present the findings at the October meeting.

-Attorney Bupp also informed the board that he is researching Act 90. The board authorized Attorney Bupp to bring the information to the next meeting.

-Mr. Hahn asked Ms McCoy which neighboring township is collecting past due taxes and utility billings under Act 90. Ms McCoy reported that it is Manchester Township.

ENGINEER'S REPORT:

-Terry Myers presented a Stormwater Management Ordinance to the board that is mandated county-wide by Act 167 and must be adopted by October 12, 2011. He explained some of the changes from the existing Stormwater Management Ordinance. Discussion followed. Attorney Bupp informed the board that DEP mandates the adoption of the ordinance but suggests that the board sit down with the engineer and attorney to discuss the ordinance. Minor decisions need to be made to the draft copy. Mr. Hahn is not in favor of adopting the ordinance and stated that he does not feel it is fair for the county to have waited this long to inform the township. Mr. Hahn asked if the county's model ordinance can be revised to fit the township's needs. Motion by Ms Wilhide, second by Ms Leonard, motion carried, to authorize the advertisement of the Stormwater Management Ordinance for action at the October meeting. Vote: Wilhide-aye Leonard-aye Hahn-nay

The engineer will schedule a meeting by email.

-Terry Myers informed the board that a significant amount of material is needed to complete the shoulders on Jug Road and suggested that the township rent a widener with operator to complete the project. Todd Smith, township roadmaster, also asked that Pine Tree Road be included. Shiloh Paving has provided a quote in the amount of \$100.00 per hour. Motion by Mr. Hahn, second by Ms Leonard, unanimously carried, to authorize the roadmaster to rent the machine and operator from Shiloh Paving, not to exceed the total amount of \$4,000.00. The roadmaster told the board that the roadcrew will be working along with the operator and top soil will need to be purchased in addition to the township's stockpile. Motion by Mr. Hahn, second by Ms Leonard, unanimously carried, to amend the above motion to authorize the Roadmaster to go ahead with the low bidder.

-Jug Road box culvert. Mr. Myers reported that due to the weather, the project will need to be reassessed.

Terry also presented a picture of the old pipe that was compromised.

Mr. Hahn is concerned about a pipe laying across the opening. Mr. Myers will take care of this.

-Graffius Road developer did not receive a box culvert that is needed for the paving project. Terry is waiting for an answer.

-Bowers Bridge Road and Conewago Creek Road intersection improvement has been completed.

-Application for payment, Shiloh Paving in the amount of \$131,449.43 was presented. Motion by Ms Wilhide, second by Ms Leonard, unanimously carried, to authorize the payment.

-Change Order #1 from Shiloh Paving, in the amount of \$9947.00 was presented for approval. The change represents the additional work on Industrial Road. Motion by Ms Leonard, second by Ms Wilhide, unanimously carried, to approve the change order.

-Mr. Myers asked the board if they have all the information they need for the 2012 budget. Mr. Hahn requested that the engineer attend the budget workshop meeting scheduled for September 14th.

-Ms Wilhide asked if Copenhaffer Road from the Trail to the park is scheduled for paving in the 2012 projects. Mr. Myers informed her that it is not included but he will take a look at the area.

UNFINISHED BUSINESS:

-Job descriptions will not be completed this year and can be removed from the agenda per Mr. Hahn.

-Chicken House sale. Ms Leonard asked if any bidder is a friend or relation of a board member. Mr. Hahn stated no and Ms Wilhide stated that she will not answer and cannot understand why this would matter. Ms Leonard and Mr. Hahn stated that they will not vote on the matter.

-Zoning Violation, grass on E. Butter Road. The board was informed that this property is currently uninhabited and owner cannot be notified. The attorney advised the board to not take any action at this time.

-Sheep Bridge Road truck traffic complaint was presented the second time. The resident is requesting that no truck signs be posted on Sheep Bridge Road. Albert Spangler, E. Butter Road, was present and informed the board that the trucks are a problem on his road also. He requested bigger more visible signs be installed. Mr. Hahn does not feel that signs work and that more police enforcement is needed. Ms Leonard will discuss at the next police board meeting.

NEW BUSINESS:

- Motion by Ms Leonard, second by Mr. Hahn, motion carried, to authorize the purchase of an additional police officer in 2012, at the additional cost of \$135,178.97. Vote: Leonard-aye Hahn-aye Wilhide-nay
- Mr. Hahn reported that Mr. Knaub resigned from the Planning Commission. Motion by Ms Leonard, second by Ms Wilhide, unanimously carried, to accept the resignation.
- Mr. Hahn reported that Ms Staub resigned from the Parks and Recreation Board. Motion by Ms Leonard, second by Ms Wilhide, unanimously carried, to accept the resignation.
- Boy Scout Troop 248 Blood Drive request, for January 14, 2012, was approved on a motion by Ms Wilhide, second by Ms Leonard, and unanimously carried.

OTHER BUSINESS:

- Motion by Ms Leonard, second by Ms Wilhide, unanimously carried, to change the township short-term disability and life insurance carrier from Harleysville to CTGroup.
- Motion by Mr. Hahn, second by Ms Leonard, unanimously carried, to approve the request from UNFI to use the Zion View Ball fields on October 8th., providing the fields are available.
- Ms Wilhide stated that the township received a letter from Mr. Zitnick showing interest in serving on the planning commission and suggested that the board appoint him to replace Mr. Knaub. Motion by Ms Wilhide, second by Ms Leonard, unanimously carried, to appoint Mr. Zitnick. The manager will notify him.
- Ms Leonard suggested that the board appoint Jim McCoy to replace Ms Staub on the Parks and Recreation Board. Mr. McCoy submitted a letter of interest for a position on the board. Motion by Ms Leonard, second by Mr. Hahn, to appoint Mr. McCoy to the Parks and Recreation Board. Ms Wilhide is not in favor of one person serving on two advisory boards. Motion carried. Vote: Leonard-aye Hahn-aye Wilhide-nay
- Mr. Hahn suggested that the future pre-con meeting checklists include sending letters to township residents, Mr. Hahn questioned why the notification letters for the Jug Road box culvert project were sent late and why they were only sent to residents on Jug Road. Ms Bostic explained that the letters were sent as soon as she was made aware of the work beginning and to the people residing on Jug Road where the work was scheduled. She suggested that the board set a policy for road project notifications.
- Mr. Hahn asked Mr. Myers to have Shiloh Paving move the sign on Jug Road towards the middle of the road.
- Mr. Hahn asked if the township's accountants have provided a price to include GASB in the 2011 audit. Ms Bostic informed him that information is pending.
- Mr. Hahn reminded Ms Bostic that he requested a list of people who have keys to the Zion View Community Building. Ms Bostic informed him that she will forward the list to him.
- Mr. Hahn questioned the petty cash amount. Ms Bostic informed the board that no policy has ever been set for the petty amount and suggested that the board set the maximum amount at \$200.00. Motion by Ms Leonard, second by Mr. Hahn, motion carried, to set the maximum petty cash amount at \$200.00. Ms Wilhide opposed the motion.
- Mr. Hahn reminded the board that a Reinventing a Commercial Corridor Strategy Meeting is scheduled and asked if anyone is attending. Ms Wilhide informed the board that she is unable to attend.
- Mr. Hahn questioned why the manager did not inform the members of the Parks and Recreation Board that they can hold a meeting as long as it's advertised.
- Mr. Hahn stated that the manager did not handle a fallen tree on Jug Road properly. Ms Bostic explained that the roadcrew answers 911 calls during off hours and do not check other roads. The employee that disposed of the wood was given permission from the property owner to do so. Mr. Hahn informed her that he was not the property owner. The manager will let the board know of the policy in place for emergency calls.
- Mr. Hahn requested that the manager change the list that includes residents requesting fill and wood to show what they are requesting. Ms Bostic informed him that the list is all fill unless stated otherwise.
- Todd Smith, roadmaster requested permission to purchase barricades and emergency flashers. Ms Leonard suggested that Todd compile an inventory of shop supplies. Mr. Smith informed the board that he is working on a list. Todd received three quotes with the lowest from Traffic Safety Store at \$1,912.90. Motion by Ms Leonard, second by Ms Wilhide, motion carried, to authorize the purchase.
- Ms Wilhide questioned why the purchases must wait until a meeting when two supervisors had authorized the purchase. Mr. Hahn informed her that it has to wait and be approved at a public meeting.
- Ms Leonard asked Mr. Smith to create a list of street signs that will be necessary to purchase for the new sign regulations to include in the budget.

ADJOURNMENT: Mr. Hahn adjourned the meeting at 8:40 p.m.

Respectfully submitted,

Lou Anne Bostic