

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MARCH 6, 2012

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 Lorreta Wilhide (Chairperson), Brian Klinger (Vice-Chairperson), Robert Hahn (Supervisor), Anthony Bowser (Solicitor), Terry Myers (Engineer) and Lou Anne Bostic, (Secretary).

Pledge of Allegiance:

Ms Wilhide informed the board that the “Standoff” situation in Conewago Township has ended peacefully and thanked Northern York County Regional Police Department and the York County Quick Response Team for their efforts during the event.

RECOGNITION OF PUBLIC REQUESTS:

- Donald Hilbert, 2275 Millcreek Road, informed the board that the guide rail replacement has been completed.

-Heather Eichelberger, 140 Greenspring Road, reminded the board of her storm water problem. Terry Myers will schedule a time to take a look at the property.

Ms Eichelberger also asked if the Zion View Snack building roof repair is a township responsibility. Ms Wilhide informed her that the snack bar is owned by the Athletic Association and repairs are their responsibility.

Ms Eichelberger stated that a stone pathway to Field #2 and #3 should be installed to keep pedestrians out of the wet areas.

-Ed Bills, representing a ball team, was present to request the reservation of Hykes Field.

Mr. Bills was told to contact the manager for the procedure to request field reservations.

-Chris Thompson, representing a ball team, was present to request the reservation of Hykes Field. Mr. Thompson was informed that his request will be addressed later on the agenda.

Ms Wilhide stated that this is the only time allowed for public comments and once the floor is closed there will be no further comments heard. Mr. Hahn stated that closing the floor is not in accordance with the Township’s Rules of Decorum and the public has the right to speak during the meeting. Mr. Hahn asked Ms Wilhide if she is now prohibiting the public’s freedom of speech. Ms Wilhide stated that she is not prohibiting freedom of speech. Ms Wilhide closed the floor to public comments. Mr. Hahn announced that he will listen to any comments that anyone wants to say.

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

Approval of Previous Minutes: Motion by Mr. Hahn, second by Mr. Klinger, unanimously carried, to accept the February 7, 2012 minutes with the following amendments presented by Mr. Hahn:

- 1) Third page of minutes, first paragraph. Under Mr. Hahn's comment regarding work done outside of the township right of way it should be noted that only Ms Leonard opposed work being done outside of the township right of way there were no other comments opposing the work. Mr. Hahn's comment about prior work that was done by the township beyond the township's right of way should reference the property of Mr. Jensenius and Mr. Anderson.
- 2) Engineers Report: Mr. Hahn's comment regarding the guide rail installation at the new culvert on Jug Road should note that he was doing this because of it being unsafe especially during the winter.
- 3) Bottom of page, last comment by Mr. Hahn, "any water on the road is an act of God", Mr. Hahn informed the manager that for her information God is spelled with a capital G.
- 4) Other Business: Vote to eliminate property taxes in the county should be 3 to 0. Mr. Hahn informed the manager that her letter written to the Commissioners stated the township supports property tax reform. Mr. Hahn thinks that was wrong.
- 5) Fuel contract. Add to Mr. Hahn's comment "All contracts should be approved by the Board of Supervisors."

Vote: 3 to 0

Ms Wilhide moved the Solicitor's Report up on the agenda in order to accommodate the solicitor.

SOLICITOR'S REPORT: Attorney Anthony Bowser reviewed the written report and asked the board to consider giving direction on the proposal to perform Cable Franchise Renewal Services submitted by Cohen Law Group. Mr. Hahn stated that he only received the document tonight and would like time to review. The board will review the report for the April meeting. Mr. Hahn questioned Attorney Bowser on the guide rail liability research that was included in the report. Attorney Bowser informed Mr. Hahn that the township cannot be held liable under the governmental immunity rule. (Copy of report attached)

PLANNING & ZONING: None

REPORTS:

The following reports were distributed to the Supervisors: Treasurer's Report for February, Police Report, Sewer Authority Report, Fuel Report and Building Permit Report.

- Mr. Hahn requested copies of the following bills:

CGA, C.S. Davidson, Commonwealth Inspection, Media One, PayPal, Plasterer and York Building Products. Mr. Hahn commented that he feels it is wrong to pay the bills without obtaining Supervisors' approval first.

- Ms Wilhide asked if the township can obtain free flags from the local State Representative's Office. The manager explained that the township does obtain flags from them.

- Ms Wilhide stated that the financial report contains detail that is not necessary. Mr. Hahn said that he appreciates the detail. Ms Wilhide and Mr. Klinger asked the manager to check into providing summary reports instead of detailed reports.

Motion by Mr. Hahn to except all reports with the exception of the Treasurer's Report. Motion died due to lack of second. Motion by Ms Wilhide, second by Mr. Klinger, motion carried, to approve all reports. Mr. Hahn voted in opposition. Vote: 2 to 1

-Todd Smith, Roadmaster, requested authorization to purchase a bucket truck from Racy's Auto Sales at the quoted price of \$16,900.00. Motion by Mr. Hahn, second by Ms Wilhide, unanimously carried, to authorize the purchase of the bucket truck for a not to exceed price of \$17,999.00. Vote: 3 to 0

ENGINEER'S REPORT: Terry Myers presented the written report and commented on the following:

- Mr. Myers reported that the easement and permit for stormwater work at 1400 Jug Road has been signed by the property owner and he will have the document recorded. The road crew will be doing the work.

-Mr. Myers presented quotes for the installation of the driving surface aggregate on Rooster Lane. The low bid received was from Shiloh Paving in the amount of \$7,690.00. Motion by Mr. Klinger, second by Mr. Hahn, unanimously carried, to award the bid to Shiloh Paving.

Vote: 3 to 0

-Mr. Myers reported that PennDOT requires the township to be the permittee for the Hickory Ridge Mews HOP. The solicitor, engineer and developer are working on an agreement of financial responsibility before the PennDOT HOP condition statement can be signed by the township at the next meeting.

UNFINISHED BUSINESS:

-Employee compensation request, tabled from June 7, 2011 meeting. Mr. Hahn had suggested that Mr. Jadro be compensated for the extra work he did during the absence of the Roadmaster. Mr. Hahn is in favor of granting him 3 comp days. Ms Wilhide is not in favor of granting the comp days because Mr. Jadro is already paid for his position of Assistant Roadmaster. Ms Wilhide motioned to not award 3 comp days to Mr. Jadro. Mr. Hahn would like to amend the motion to have Ms Wilhide contact Mr. Jadro to notify him that he will not be compensated for the three days and to ask if he desires to continue to serve as the Assistant Roadmaster. Second by Mr. Klinger, unanimously carried. Vote: 3 to 0

Mr. Hahn requested that the primary motion be acted on. The board voted to amend the primary motion as stated above. Vote: 3 to 0

NEW BUSINESS:

-Authorization to advertise Ordinance #338 to establish speed restrictions on certain roads in the Bennett Run Development was granted on a motion by Ms Wilhide, seconded by Mr. Hahn and unanimously carried. Vote: 3 to 0

OTHER BUSINESS:

-Resolution 2012-09 was presented requesting a policy of recognition to honor staff, former Supervisors and other nonemployee persons with plaques, token retirement gifts, awards and other amenities. Discussion followed regarding gift cards at years end. Motion made by Mr. Hahn, second by Mr. Klinger, unanimously carried, to adopt Resolution 2012-09 with only township staff receiving the gift cards. Vote: 3 to 0

-Hykes Field reservation request from NYESA Baseball was presented. Mr. Hahn feels that all ball field requests should be presented to the Recreation Board first so they are aware of scheduling. Ms Wilhide feels that the reservation requests are fine the way they are currently handled. Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to approve the Hykes Field request. Vote 3 to 0

-Summer temporary employment. Ms Wilhide would like to have Dean Emig continue as one of the part time summer employees and recommended Charles Craley to fill the other position. Ms Wilhide informed the board that Mr. Craley held this position previously. Mr. Hahn asked the roadmaster if an additional full time employee is still necessary. Mr. Smith told the board that he does not feel it is necessary at present. Mr. Hahn asked Ms Wilhide if Mr. Craley is a tax client of hers. Ms Wilhide stated that he is not. Mr. Hahn would like Mr. Smith to meet with the interested people. This matter was tabled until April.

-Ms Wilhide requested that the pay rate for the summer temporary employees be raised to \$12.50 per hour. Mr. Hahn noted that the pay rates are set by resolution at the beginning of the year. Motion by Ms Wilhide, second by Mr. Klinger, motion carried, to raise the pay rate for temporary summer employees to \$12.50 per hour. Mr. Hahn voted in opposition. Vote 2 to 1

-The supervisors received a request from Daryl Frick to continue farming the Canal Road property and the compensation to the township remain the same as last year at \$450.00. Mr. Hahn asked that the request be presented to the Recreation Board first. Tabled.

-Request to purchase additional file cabinets for zoning and land use files. Mr. Hahn commented that digital filing might be an option. Motion by Mr. Hahn, second by Ms Wilhide, unanimously carried, to authorize the purchase of additional file systems, thru Costars, from Datum Filing Systems, Inc. at the quoted price of \$4,891.20. Vote 3 to 0

-Ms Wilhide requested that the Easter Egg Hunt information be posted on the township sign.

-Ms Wilhide reminded the board that the township newsletter is ready for publication and if anyone has anything they would like published they should get the information to Kim within the next two weeks.

-Ms Wilhide requested that the Conewago Township Employee Handbook be revised to eliminate the requirement for vacation deadline submission. Mr. Klinger feels that the deadline is ridiculous. Ms Wilhide motioned to eliminate the requirement, Mr. Klinger seconded the motion. Motion carried. Mr. Hahn voted in opposition. Vote: 2 to 1

-Ms Wilhide presented proposed Ordinance #339, an ordinance amending Ordinance #296 as amended by Ordinance #337, to change Article 4, Reporting Responsibility of the Township Manager and Article 5, Disability or Absence of Township Manager, and requested authorization to advertise for Board action at the April meeting. Motion by Ms Wilhide, second by Mr. Klinger, motion carried, to authorize the advertisement of Ordinance #337. Mr. Hahn voted in opposition. Vote 2 to 1

-Terry Myers presented a sketch plan of proposed work at 320 and 330 Greenspring Road to address a compromised stormwater pipe and inlets. Motion by Ms Wilhide, second by Mr. Hahn, unanimously carried, to authorize the work. Vote: 3 to 0

-Mr. Klinger requested that the quote for the electric service relocation be acted on tonight. Motion by Mr. Klinger, second by Ms Wilhide, unanimously carried, to award the underground electric relocation at 140 Copenhaffer Road, Zion View Community Center, to Bollinger's Electric at the quoted price of \$1,900.00. The township road crew will be providing the excavation services. Vote: 3 to 0

-Mr. Hahn reviewed the Memorandum of Advisory Comments received from Stambaugh Ness, PC as a result of the 2011 audit.

-Establish a policy for employees to sign time cards.

-Develop a purchase request form.

-Have envelopes prepared for mailing of checks.

-Monitor payment due dates to avoid late fees.

-Develop a formal investment policy.

-Develop a formal risk assessment policy.

Mr. Hahn suggested that the chair schedule meetings to set up investment and risk assessment policies.

ADJOURNMENT: Ms Wilhide adjourned the meeting at 8:28 p.m.

Respectfully submitted,

Lou Anne Bostic