

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS  
MEETING MINUTES  
JANUARY 3, 2017

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

Pledge of Allegiance

Steve Stoner, 910 Copenhaffer Road, announced that he will be audio and video recording the meeting.

Motion by Mr. Klinger, second by Mr. Hull, unanimously carried to appoint Ms Wilhide as Chairperson for 2017. Vote: 3 to 0

BOARD REORGANIZATION:

Motion by Mr. Hull, second by Ms Wilhide, 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 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 Mr. Hull, second by Ms Wilhide, 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 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 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. Hull, second by Mr. Klinger, 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 6, 2016 minutes. Vote: 3 to 0

RECOGNITION OF PUBLIC REQUESTS:

-Hykes Field reservation requests were received from Zion View Athletic Association and NYESA. Discussion followed.

Motion by Mr. Hull, second by Ms Wilhide, unanimously carried, to approve the following field reservations. Vote: 3 to 0.

-Zion View Athletic Association – Tuesday and Thursday evenings and Saturdays.

-NYESA – Monday and Wednesday evenings

Ms Wilhide requested that Shawn Floyd contact NYESA to work out a schedule to share the field on Saturdays.

Ms Wilhide explained to Shawn Floyd that the request to remove the banners from the Zion View Field was to keep them from deteriorating during the winter.

Ms Wilhide commented on the recent water line leak at the snack shack on the Zion View property. Todd Smith explained that the water line was not winterized and burst. The plumber was called out to investigate and they partially corrected the problem. Further work will be necessary in the spring.

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

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2017. 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 2017. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2017. 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. Hull, second by Mr. Klinger, 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. Hull, second by Mr. Klinger, 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. Hull, second by Mr. Klinger, unanimously carried, to appoint John Klinedinst as Alternate Township Sewage Enforcement Officers. Vote: 3 to 0

Mr. Hull would like to have at least 3 different Sewage Enforcement Officers available for the public to choose from. The manager will research.

Resolution 2017-01, setting designated salaries was adopted, with the condition that Auditor approval is granted for the working supervisor's wages, on a motion by Ms Wilhide, second by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2017-02, establishing user fees and charges was adopted on a motion by Mr. Hull, seconded by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2017-03, 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 2017-04, establishing a disposition schedule for township records was adopted on a motion by Mr. Hull, seconded by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2017-05, establishing township labor and equipment rates was adopted on a motion by Mr. Hull, seconded by Mr. Klinger, 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 2017. Motion unanimously carried. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, 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. Klinger, second by Ms Wilhide, unanimously carried, to appoint Daryl Hull to the Conewago Township Planning Commission for a four year term ending 12/31/2020. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint Dale Knepper to the Sewer Authority for a five year term ending 12/31/2021. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to appoint Sharon Beck, to the Conewago Township Zoning Hearing Board for a five year term ending 12/31/2021. Vote: 3 to 0

Motion by Mr. Hull, second by Mr. Klinger, 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: None

-REPORTS: Motion by Mr. Klinger, second by Mr. Hull, unanimously carried, to approve the Building Permit and Police Report. Vote: 3 to 0

-TREASURER'S REPORT: None

-ROAD REPORT: None

Ms Wilhide informed the Board that the motion on the books does not allow mailboxes to be replaced unless they are physical hit by a township mower and requested that the mailbox replacement policy be changed to include damage from a township vehicle actually hitting the mailbox. The damage would be inspected by the Public Works Director and replacement of the mailbox would be at his discretion. No action was taken.

-SOLICITOR'S REPORT: None

-ENGINEER'S REPORT: Terry Myers presented Phase One of the Millcreek Park for board approval. The project is ready to be bid. The Board removed the Landscaping Berm and Plantings, the Monument Sign construction and the Trees from the project. Mr. Myers was given approval to move ahead with the bid process. Bids will be opened on March 3<sup>rd</sup>. and reviewed by the Board to award the Bid at their March 7<sup>th</sup>. Meeting.

Terry Myers informed the Board that Stone Gate Commons Phase 3 and Phase 4 plans need to be reviewed to determine if a revised preliminary plan is necessary.

The review deadline frame will need to be researched. Attorney Sean Fields, representing Attorney Bupp, recommended that the matter be tabled until the next meeting. Mr. Hull requests that a developer's agreement be created to set a time schedule for the completion of all improvements. Plans tabled.

**-UNFINISHED BUSINESS:**

-Abby Latchaw, Tax Collector requested an increase in compensation for collection of taxes. The Board was not in favor of the requested increases but are in favor of the following.

Motion by Mr. Hull, second by Mr. Klinger, unanimously carried, to approve the compensation increase to \$1.75 for each bill mailed and \$1.50 for each bill collected. Vote: 3 to 0

-Autumnwood Development Traffic Study results for parking restrictions has been completed by Transportation Resource Group. The Study determined that parking should be restricted on both sides of all streets in the Development Discussion followed and the Board agreed to install 2 No Parking Signs at each entrance to the Development for now and if this does not work more signs will be installed.

Motion by Ms Wilhide, second by Mr. Klinger, unanimously carried, to install the signs at the entrance to the Autumnwood Development only. Vote 3 to 0

-Ann Becker, 20 Mill Run Road asked is the signs will be installed now and if less speed limit signs could be installed. The installation and placement of the regulatory signs are regulated by code.

-Mark Golicher, 100 Mill Run Road asked if the Traffic Study included speed limits. The study did not include speed limits.

**-NEW BUSINESS:** Auditors meeting will be held on January 4, 2017 at 7:00 pm.

**-OTHER BUSINESS:**

-Ms Wilhide reminded everyone of the scheduled and advertised workshop meeting that will be held on January 31<sup>st</sup>. at 7:00 pm to discuss the new park and the celebration of the Township's anniversary.

**-ADJOURNMENT:** Meeting adjourned at 8:20 p.m.

Respectfully submitted,

Lou Anne Bostic, Secretary