

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 4, 2021

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. MacDonald, unanimously carried to appoint Ms. Wilhide as Chairperson. Vote: 3 to 0

BOARD REORGANIZATION:

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

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

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

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

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

Motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried, to appoint Ms. Wilhide 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. MacDonald 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. MacDonald as township representative to Local Government Advisory Committee. Vote: 3 to 0

Motion by Mr. Klinger, second by Ms. Wilhide, unanimously carried, to appoint Mr. MacDonald as township representative to the York County Solid Waste Authority. Vote: 3 to 0

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

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to approve the December 1, 2020 minutes. Vote: 3 to 0

RECOGNITION OF PUBLIC REQUESTS: None.

HYKES FIELD RESERVATION REQUEST:

Zion View Athletic Association requested that the Hykes Field be reserved for their use all seven days of the week for the entire season. Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to approve the request. Vote: 3-0.

APPOINTMENTS TO TOWNSHIP POSITIONS, BOARDS AND COMMISSIONS:

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint law firm of CGA with Timothy Bupp serving as township solicitor for 2021. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint John Herrold's office as the Zoning Hearing Board Solicitor for 2021. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint the engineering firm of C.S. Davidson, with Terry Myers as representative to serve as township engineer for 2021. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Todd Smith as the Secretary/Treasurer/Manager. Vote: 3 to 0

Motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried, pending approval from the auditors that the Treasurer's bond be set at \$400,000.00. It is set at that amount because it needs to be at minimum the amount of the liquid fuels money the Township receives. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Todd Smith as the Public Works Director. Vote: 3 to 0

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

Motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried, to appoint Shanna Housman as the Administrative Assistant. Vote: 3-0

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

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Albert Neufeld Jr. as Zoning/Permit/Codes Enforcement Officer and Building Code Official. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint South Penn Code Consultants as Township Sewage Enforcement. Vote: 3-0

Resolution 2021-01, setting designated salaries was adopted, with the condition that Auditor approval is granted, on a motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2021-02, establishing user fees and charges was adopted on a motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried. Vote: 3 to 0

Resolution 2021-03, naming the financial institutions for township funds was adopted on a motion by Mr. MacDonald, seconded by Mr. Klinger, unanimously carried. Vote: 3 to 0

Resolution 2021-04, establishing a disposition schedule for township records was adopted on a motion by Mr. Klinger, seconded by Mr. MacDonald, unanimously carried. Vote: 3 to 0

Resolution 2021-05, establishing township labor and equipment rates was adopted on a motion by Mr. MacDonald, second by Mr. Klinger, unanimously carried. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, to set the Conewago Township Tax Collector's commission at \$1.75 per each bill sent and \$1.50 per each bill collected for the Real Estate taxes for 2021, unanimously carried. Vote: 3 to 0

Motion by Mr. MacDonald, 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. Vote: 3 to 0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Daryl Hull to the Conewago Township Planning Commission for a four-year term ending 12/31/2024. Vote: 3-0

Motion by Mr. Macdonald, second by Mr. Klinger, unanimously carried, to appoint Wendy Lunko to the Conewago Township Sewer Authority for a five-year term ending 12/31/2025. Vote: 3-0

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint Jesse Coy to the Conewago Township Zoning Hearing Board for a five-year term ending 12/31/2025. Vote: 3 to 0

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

Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to appoint George Herman as a qualified elector from the township to the vacancy board. Vote: 3 to 0

Motion by Mr. MacDonald, 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

Mr. Smith will be renewing the PSATS membership soon and will remove Lou Anne Bostic and add Shanna Housman. The Hershey convention is already paid for because of the cancellation of last year's convention.

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

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

-PLANNING & ZONING: The formal rezone application from Mr. Kostarelos, the owner of I-83 Diner, the planning commission recommended for approval.

-REPORTS: Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to approve the Building Permit Report. No police report because no meeting was held in December. Vote: 3 to 0

-TREASURER'S REPORT: Mr. MacDonald had a question about the salt price and the net income. The salt price is actually lower than what it normally is and the net income is correct. Motion by Mr. Klinger, second by Mr. MacDonald, unanimously carried, to approve the December 2020 financial report. Vote 3-0

-ROAD REPORT: The salt shed is still in the planning and overview process. Mr. Smith is trying to see if we can do any work in house to cut costs. Mr. Smith is also working with the PennDot representative to get the liquid fuels report complete.

-SOLICITOR'S REPORT: None

-ENGINEER'S REPORT: The future land use map #18 that has been created from the surveys and input from the Township. One of the areas that would change zoning would be the most eastern point of the township at Canal Road. This is currently Agriculture and would be changed to commercial. Another location that would change is the intersection of Lewisberry Road and Canal Road. This is currently residential and it would change to mixed-use. Some more land on Canal Road is currently Agriculture and it would change to residential. Also, on the west side of Canal Road near Dottie's, it is currently Agriculture and it would change to mixed-use. Discussion followed. The Board would like to go over it further at February's meeting.

-UNFINISHED BUSINESS: None

-NEW BUSINESS: Auditors meeting will be held on January 5, 2021 at 7:00 pm via Zoom.

-OTHER BUSINESS: The Breakfast with Santa, which actually turned into a Drive-thru with Santa due to COVID-19 was successful. The Township handed out about 50 goodie bags. Also, Mr. Smith said we are ready to adopt the 3 fire hydrants in the Bennett Run neighborhood. Ms. Wilhide and Mr. Klinger agreed.

-ADJOURNMENT: Meeting adjourned at 7:36 p.m.

Respectfully submitted,

Shanna Housman
Administrative Assistant