

CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday
July 14, 2022

A meeting of the Conoy Township Board of Supervisors was held on Thursday, July 14, 2022 at 7:00 p.m. at the Bainbridge Fire Company Hall, 34 South Second Street, Bainbridge, PA 17502. In attendance were Supervisors Mr. Justin Risser, Ms. Gina Mariani, Mr. Douglas Hawthorne, Mr. S. Jay Williams and Mr. Stephen Mohr; Secretary Ms. Shannon Sinopoli and Treasurer Ms. Jennifer Rabuck. Also in attendance was Solicitor Matthew Crème of Nikolaus and Hohenadel and Mr. Robert Lynn of Hanover Engineering.

ORDER OF BUSINESS:

- I. The meeting was called to order by Chairman Risser at 7:00 p.m. followed by the Pledge of Allegiance, Prayer and a moment of silence.
- II. Mr. Risser conducted roll call.
- III. Announcements. Ms. Sinopoli advised the township is now an official member of the PA Rural Water Association and advised there will be Ribbon Cutting Ceremony event taking place for the completion of the Conoy Township section of the Lancaster Northwest River trail and the completion of the entire 14-mile trail to held on July 27, 2022 at 10:00am at the Falmouth Boat Launch.
- IV. Mr. Risser asked for a motion on the June 9, 2022 Board of Supervisors meeting minutes. Motion by Ms. Mariani to approve the June 9, 2022 meeting minutes, seconded by Mr. Williams. Motion approved 5-0.
- V. Public comment. None.
- VI. Consent Agenda Items:
 - A. Bills
 - B. Reports (all reports are available):
 - i. Financial Reports
 - ii. Bainbridge Fire Company
 - iii. NW Emergency Medical Services – 17 calls in Conoy Township in June; 100 calls year-to-date
 - iv. Police
 - v. LCSWMA - Waste to Energy Plant (Incinerator) – May 2022 Host Fee \$70,681.68; 36,062.08 Tons at \$1.96 /Ton processed. 2021 – 2022 comparison is available
 - vi. Sewage Enforcement Officer
 - vii. Zoning Officer
 - C. Disposing of or the selling of old/unused highway equipment and authorize advertisement if necessary:
 - i. X Mark Zero Turn Mower (engine blown)
 - ii. Ventrac Mower (engine blown)
 - iii. 2000 International Dump Truck (engine blown and disassembled), potential sale to East Donegal Township for the bed of the truck

- iv. 1997 Woods Mower (engine torn apart)
 - v. 1990 Dresser Loader
 - vi. 1979 Jetter Trailer
- D. Disposing of or the selling of old/unused miscellaneous office furnishings (desks, chairs, filing cabinets) and authorize advertisement if necessary.
- E. Switching to Hello Fax online fax service and cancelling the Century Link account. The same fax number will port. This change will save the Township an average of \$500.00/year.
- F. Resolution No. 03/2022 for the disposition of certain public records.
- G. 2022 IRS mileage rate increase effective July 1, 2022, to 62.5 cents/mile.

Motion by Ms. Mariani to approve the Consent Agenda items, seconded by Mr. Hawthorne. Motion approved 5-0.

VII. Old Business:

- A. Motion by Ms. Mariani to reject the request of Bob Kettering, developer of Crestwood Estates, to eliminate the 2019 engineering billing charges in the amount of \$2,016.25, seconded by Mr. Hawthorne. Motion approved 5-0.
- B. Motion by Mr. Mohr to approve the request of Darrell Williams, Susquehanna Old Fashioned Field Days for the purchase of a new storage container in the amount of \$2,900.00 from the Capital Reserve Fund with the condition that any salvage costs be returned to the Township, seconded by Ms. Mariani. Motion approved 5-0. Mr. Risser also suggested that donation boxes be placed around the event(s) to use towards the reimbursement of the purchase price for the storage unit. Ms. Mariani stated that she is in favor of supporting this request due to the significant amount of benefits the Susquehanna Old Fashioned Field Days committee has contributed to the Township over the years.
- C. Motion by Mr. Mohr to approve consenting to the action of Fulton Bank to terminate the Haldeman Family Cemetery Trust and transfer the Cemetery real estate and all remaining principal investments from Fulton Bank to Conoy Township, seconded by Ms. Mariani. Motion approved 5-0.

VIII. New Business:

- A. Motion by Ms. Mariani to approve the Lot Line Change Plan for Darrell and Marci Rank, dated April 14, 2022, last revised May 13, 2022, seconded by Mr. Williams. Motion approved 5-0.

B-E. Agenda items B – E:

Motion by Ms. Mariani to approve the closing of the Mid Penn Bank General Fund CD and transferring the funds to the Mid Penn Bank General Fund; the closing of 2 Mid Penn Bank Capital Reserve CD's and transferring the funds to the Mid Penn Bank Capital Reserve Fund; the opening of a Capital Reserve Class & Prime account with PLGIT and the opening of a General Fund PLGIT/Prime Account and to close the General Fund PLGIT Reserve account, seconded by Mr. Williams. Motion approved 5-0.

- F. Motion by Ms. Mariani to approve the appointment of Shannon Sinopoli as Chief Administrative Officer for the Non-Uniform Pension Plan, seconded by Mr. Hawthorne. Motion approved 5-0.
- G. Motion by Mr. Risser to approve the purchase of two (2) used buses for Summer Playground utilizing donations received for the same purpose from the Summer Playground account with the total purchase price up to \$11,500.00 and to authorize Jennifer Rabuck to complete any necessary paperwork for such transfer(s), seconded by Mr. Williams. Motion approved 4-0 with Ms. Mariani abstaining.

Ms. Mariani stated there is no tax payer money being used for these purchases, the money is from donations primarily from individuals. Mr. Crème stated the donations are tax deductible as charitable contributions.

- H. Motion by Ms. Mariani to approve the advertising in the Lancaster News Paper (LNP) and the Lancaster Law Review notice of a public hearing regarding the creation of a joint EMS authority under the Authorities Act, in the substantial form of the notice as presented at this meeting, seconded by Mr. Hawthorne. Motion approved 5-0.

Mr. Risser indicated the public hearing is scheduled to be held on August 31, 2022 at the Chiques Church of the Brethren and a quorum of the Conoy Township Board of Supervisors needs to be present.

- I. Motion by Ms. Mariani to approve entering into a vendor agreement with the Department of Human Services Low-Income Household Assistance Program (LIHWAP) for resident help with water and wastewater services, seconded by Mr. Williams. Motion approved 5-0.

Ms. Rabuck explained that for our residents to be eligible for the program, the township must enter into a vendor agreement agreeing to supply account information.

- J. Motion by Mr. Mohr to approve the 2022-2023 Municipal Winter Agreement with the Pennsylvania Department of Transportation in the amount of \$33,455.60, seconded by Mariani. Motion approved 4-0 with Mr. Williams abstaining.

- K. Motion by Ms. Mariani to approve the quote from R. G. Mohr Construction, in the amount of \$11,799.00 to complete the Conoy Park East Bathroom Building repairs caused by a tree falling on the roof of the building, seconded by Mr. Williams. Motion approved 4-0 with Mr. Mohr abstaining.

Ms. Rabuck advised the cost of repairs has already been reimbursed by the township's property insurance.

- L. Motion by Mr. Hawthorne to approve Resolution 04-2022 approving Operational Support Activities for Participating Members of the Fire Company as designated in the Pennsylvania Workers' Compensation Act as modified by Act 108 of 2020, seconded by Mr. Williams. Motion approved 5-0.

- M. Motion by Ms. Mariani to approve authorizing Chairman Risser to execute the MS4 Waiver application when it's finalized, seconded by Mr. Williams. Motion approved 5-0.

IX. Acknowledgement

- A. The board acknowledged receipt of the Zoning Ordinance Text Amendment for Accessory Data Centers and Accessory Apartments; set the public hearing date for September 8, 2022, and directed the Township Solicitor to advertise.

X. Discussion Items:

- A. Blacksmith Shop Proposal Update. Mr. Risser provided an update on this proposal as submitted to Mr. Mohr by Mike Williams.
- B. 211 Falmouth Road Property Survey. Mr. Risser advised that the property line between 211 and 215 Falmouth Road parcels has been completed and it was discovered that an underground propane tank which serves the 211 property is actually located on the 215 property. Mr. Risser stated it's his desire to sell the 215 property, therefore a lot line shift would need to occur in order for the underground tank to be situated on the 211 property. Ms. Sinopoli advised if there was a lot line change, it would trigger a few zoning variances. Discussion also took place with regards to the potential relocation of the above ground gasoline tanks to the River Road maintenance building property.

- C. Highways/Buildings update. Mr. Risser advised a new municipal office building sign is in the works.

- D. Engineer: UV Disinfection Project; Reed Beds Status and Governor Stable Bridge Repair.

Mr. Lynn advised the UV Disinfection equipment has finally arrived. The original contract provided 125 days for completion, however, the units took 120 days to be received, therefore an 84 day change order is being requested. Motion by Mr. Williams to approve the change order request, seconded by Mr. Hawthorne. Motion approved 5-0.

Mr. Lynn advised the reed bed operators were still applying sludge, but have recently stopped. A brief discussion took place regarding finding a new operator. Motion by Mr. Williams to send out a Request for Proposal for a new sewage operator, seconded by Mr. Hawthorne. Motion approved 5-0.

Mr. Lynn advised the permit for Bridge #1 should be issued shortly. The application for Bridge #3 has been submitted. The PIB loan is being wrapped up.

- E. Motion by Ms. Mariani to approve the payment of a \$50 stipend to St. Luke's Evangelical Lutheran Church for the 2021 & 2022 meetings and any future meeting(s), seconded by Mr. Hawthorne. Motion approved 4-0 with Mr. Mohr abstaining.
- F. Regional Emergency Services Authority – Draft Articles of Incorporation & Planning Timeline. Mr. Risser provided an overview of the planning timeline and reiterated that the public hearing is scheduled for August 31, 2022 to be held at the Chiques Church of the Brethren.
- G. Treasurer. Ms. Rabuck stated \$35,000.00 of past due invoices have been paid after the first notice, however, there is still \$13,000.00 in unpaid fees. Mr. Crème was instructed to pursue

issuing second notices to the vendors of the outstanding invoices. Ms. Rabuck provided a timeline for the 2023 budget, all supervisors were in agreement.

XI. Correspondence:

- A. St. Luke's Evangelical Lutheran Church concession stand dates on the trail. Ms. Rabuck indicated the church did not hold their first concession event. There are two other dates which they plan on having.
- B. Mr. Risser stated Route 441 will be closed between Route 241 and Walnut Street for PennDOT Bridge Replacement beginning July 19, 2022. Closure to last approximately 2 weeks. Ms. Rabuck advised a second closure on the north side of Route 241 is in the works, however, no official notification has been received to date.

XII. Public Comment.

- 1. Bill Rhoads questioned if there were any highway updates. Mr. Williams advised that a schedule of road repairs, the grading (A-F) of the roads and pursuing funding is in the works.
- 2. John Charles questioned the status of 191 Falmouth Road. Mr. Crème advised that he is still waiting on court time.

XIII. Executive Session. Mr. Risser announced there will be an executive session held at the close of the meeting to discuss personnel matters.

IX. Adjournment. Motion by Ms. Mariani to adjourn the meeting, seconded by Mr. Williams. Motion approved 5-0 and the meeting adjourned at 8:25 p.m.

The next Supervisors meeting is scheduled for Thursday, August 11, 2022 at 7:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli
Secretary