

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday
August 11, 2022**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, August 11, 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 and Mr. Stephen Mohr; Secretary Ms. Shannon Sinopoli and Treasurer Ms. Jennifer Rabuck. Mr. S. Jay Williams was absent. 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. Rabuck reminded everyone of the August 31, 2022 EMS Regional Services Authority Public Meeting at 7:00 p.m. at Chiques Church.
- IV. Mr. Risser asked for a motion on the July 14, 2022 Board of Supervisors meeting minutes. Motion by Ms. Mariani to approve the July 14, 2022 meeting minutes, seconded by Mr. Hawthorne. Motion approved 4-0.
- 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 – 30 calls in Conoy Township in July; 153 calls year-to-date
 - iv. Police
 - v. LCSWMA - Waste to Energy Plant (Incinerator) – June 2022 Host Fee \$67,189.47; 34,280.34 Tons at \$1.96 /Ton processed. 2021 – 2022 comparison is available
 - vi. Sewage Enforcement Officer
 - vii. Zoning Officer
 - C. 211-215 Falmouth Road Properties – Authorize Township Staff and Hanover Engineering to proceed with a property line change.
 - D. Reduction of Financial Security for Kervin and Ruth Ann Hoffer – Preliminary/Final Subdivision and Land Development Plan in the amount of \$27,144.40 retaining \$575.00 for remaining work to be completed.
 - E. KH Electric time extension change order for the UV Disinfection – Electrical work.

- F. Heisey Mechanical, Ltd - Payment of \$105,039.90 from the ARPA Fund for the UV System Installation leaving a balance of \$212,939.29.

Motion by Ms. Mariani to approve the Consent Agenda items, seconded by Mr. Hawthorne. Motion approved 4-0.

VII. Old Business – None.

VIII. New Business:

- A. Motion by Mr. Hawthorne to authorize the advertisement of Request for Proposals for Township Auditor for the 2022 Audit to be completed in 2023, seconded by Ms. Mariani. Ms. Rabuck clarified the request is for a base of 3-years with option of renewal thereafter. Motion approved 4-0.
- B. Motion by Ms. Mariani to approve the request of East Donegal Township to purchase the 2000 International Dump truck for \$5,000.00 and to authorize Ms. Rabuck to complete all transfer paperwork, seconded by Mr. Hawthorne. Motion approved 4-0.
- C. Motion by Ms. Mariani to authorize the advertisement of notice for a special public meeting on Wednesday, September 7th, 7pm, at the Masonic Patton Campus, 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 4-0.
- D. Motion by Ms. Mariani to appoint Justin Risser as an EMS Authority Board Member representing Conoy Township. This appointment would be contingent upon Conoy Township taking future action to join the Authority as an incorporating member, seconded by Mr. Hawthorne. Motion approved 4-0.
- E. Motion by Ms. Mariani to close the PLGIT Sewer Fund that was previously used for credit card payments as this system is no longer being used, seconded by Mr. Hawthorne. Motion approved 4-0.
- F. Motion by Ms. Mariani to open a Mid Penn Bank Non-Uniformed Pension Fund account, seconded by Mr. Hawthorne. Motion approved 4-0.

IX. Acknowledgements – None.

X. Discussion Items:

- A. Blacksmith Shop Proposal Update. Mr. Mohr stated removal of the moss from the roof is being planned.
- B. Highways/Buildings update. Mr. Mohr stated two reed beds are planted and one of the beds is growing foxtail. Mr. Mohr mentioned the recent Lancaster Northwest Trail completion ribbon cutting ceremony and was happy with the turn out. Mr. Mohr stated the Methodist Church is now combined with the Falmouth Church therefore the property will be sold. He suggested having discussions as to what use the supervisors would like to see happen at the property. Mr. Mohr advised work on Oak Road and Race Street is completed and the Stackstown Road Oil and Chip project is wrapped up. Mr. Mohr stated there are dangerous

dead trees, at least two on Falmouth Road, which if they were to fall, would take out the utility lines, therefore something needs to be done. The responsibility is on the property owners however they may not be aware. Mr. Mohr was directed to obtain the addresses of these properties and staff would send out letters to such property owners.

- C. Engineer: UV Disinfection Project; Reed Beds Status; Governor Stable Bridge Repair and Road work updates.

Mr. Lynn advised the permit for Bridge #1 has been issued. The application for Bridge #3 has been resubmitted. He should have the final figures within a month and then the PIB loan can be finalized.

- D. Wood at Sewer Plant. Mr. Mohr advised there are 70 boards which are 15-feet long and 55-inches wide. After some discussion it was decided to put the boards out for bid.
- E. Once Upon A Dream House Cleaning Proposal. Motion by Mr. Risser to approve the proposal and employ Once Upon A Dream House for the cleaning of the Conoy Community House with a start date of September 1, 2022, seconded by Ms. Mariani. Motion approved 4-0.
- F. Ms. Rabuck indicated residents are not receiving their sewer bill postcards due largely in part because they are getting jammed up and stuck together in the post office sorters. Request to change the sewer billing from postcard to letter size. This would require leasing a folder/envelope inserter at \$159/month. This equipment can also be used for newsletters, etc. Motion by Ms. Mariani to approve the leasing of the inserter, seconded by Mr. Hawthorne. Motion approved 4-0.
- G. Preliminary 2023 Budgets. The board members were presented with a draft General Fund Narrative and comparison spreadsheets.
- H. Township Supervisor employee timesheets. Mr. Risser reminded all employee-supervisors to turn in timesheets at least monthly, however bi-weekly submission is preferred.

XI. Correspondence Received:

- A. DEP Final Chesapeake Bay Watershed Plan memo.

- XII. Public Comment. Mr. Randy Wilkinson, Stackstown Road questioned the need for the speed bumps along Sagerville Road. Mr. Risser advised the use of the speed bumps was driven by resident complaints. The speed bumps are only seasonal and will be removed in the fall.
- 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. Hawthorne. Motion approved 4-0 and the meeting adjourned at 8:12 p.m.

The next Supervisors meeting is scheduled for Thursday, September 8, 2022 at 7:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli
Secretary

