

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday
May 12, 2022**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, May 12, 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. Stephen Mohr, Mr. Douglas Hawthorne and Mr. S. Jay Williams, 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 7:04 p.m. followed by the Pledge of Allegiance, Prayer and a moment of silence.
- II. Mr. Risser conducted roll call.
- III. Mr. Risser asked for a motion on the April 14, 2022 Board of Supervisors meeting minutes. On a motion by Ms. Mariani, it was recommended to approve the April 14, 2022 meeting minutes, seconded by Mr. Williams. Motion approved 5-0.
- IV. Chairman – Announcements and additional agenda items. None.
- V. Public comment. None.
- VI. Treasurer:
 - A. Ms. Rabuck requested authorization to open a separate Developer Escrow Account to keep such funds separate from the General Fund.

On a motion by Ms. Mariani, it was recommended to approve the opening of a separate Developer Escrow Account, seconded by Mr. Williams. Motion approved 5-0.
 - B. Ms. Rabuck requested the use of MunicPay for Sewer Credit Card payments which would replace and close out the current online platform with PLGIT. The fees would be less for the residents and would also eliminate a step for staff since the fees will be deposited directly into the Sewer Fund without the need for transfer.

On a motion by Ms. Mariani, it was recommended to approve the use of MunicPay and to close out the PLGIT account, seconded by Mr. Hawthorne. Motion approved 5-0.
- VII. Correspondence. Mr. Risser acknowledged receipt of the GEARS Annual Report for 2021.
- VIII. Report of Committees/Officers:
 - A. Emergency Management – Emergency Plan for potential railroad incidents and Susquehanna River (flooding) progress. No updates provided. Mr. Risser instructed staff to reach out to Wayne Southard, EMA Coordinator to request that he attend the next meeting or provide an update of the Emergency Plan in writing.

- B. Bainbridge Fire Company. No report received.
- C. NW Emergency Medical Services:
1. Report available. 20 calls in Conoy Township in April 2022; 80 calls year-to-date.
 2. The next meeting with NWEMS for the formation of the EMS Authority is scheduled for June 29, 2022 at 6:30 p.m. (5th Wednesday) at the Patton Center.
- D. Police. No report received.
- E. Waste to Energy Plant (Incinerator): March 2022 Host fee \$65,838.12; 33,590.88 Tons at \$1.96/ton processed. 2021-2022 comparison available.
- F. Roads:
1. Mr. Mohr advised that mowing along the roads, seal cracking and pot hole patching has been taking place. Vandalism of stop signs continues. Mr. Risser questioned when street sweeping would be conducted. Mr. Mohr indicated that street sweeping typically occurs at the end of May.
 2. Mr. Lynn provided updates on the Governor Stable Road Bridges and provided two different layouts for consideration. One with a 100-foot radius and one with 150-foot radius. All supervisors were in favor of the 150-foot layout design.
- Mr. Mohr questioned the ability to receive any government funding for the project. Mr. Lynn will pursue seeking such funds with PENNVEST.
- Mr. Lynn requested authorization to advertise for bids for the 2022 roadwork projects on Oak Road and Race Street. On a motion by Mr. Williams, it was recommended to approve the request to advertise for bids, seconded by Mr. Hawthorne. Motion approved 5-0.
- G. Sewage Enforcement Officer. Report is available. No permits issued in April.
- H. Sanitary Sewer:
1. Mr. Lynn reported that the reed beds are starting to dry out and that a meeting is scheduled for next week with the contractor.
 2. Mr. Lynn reported that the UV Disinfection project is ready to go, however there is a stainless steel piping shortage which could cause a 2-3 month delay.
- Mr. Mohr questioned when more EDU's would be available. Mr. Lynn advised that once the UV Disinfection project is up and running there should be no issue with additional EDU's. Mr. Lynn is hopeful that this will occur by the end of the summer and advised that the hydraulic load is fine.
- Mr. Risser questioned how many additional EDU's will be available when the project is complete. Mr. Lynn indicated approximately 1,000 additional EDU's.

- I. Stormwater Management. None.
- J. Solicitor. With regards to the status of the 211 Falmouth Road property, Solicitor Crème indicated that he is just waiting on a date.
- K. Zoning Officer. Report is available.
- L. Buildings. Mr. Mohr indicated that a new sign will be installed at the Conoy Community House which will also include the phone number of the Township for rental inquiries.
- M. Personnel:
 - 1. On a motion by Ms. Mariani, it was recommended to approve the hiring of Taylor Morgan, Kaeden Rhoads and Jacob Shue as Summer Playground helpers at a rate of \$10.50 per hour conditioned upon receiving all necessary paperwork and clearances, seconded by Mr. Hawthorne. Motion approved 5-0.
 - 2. On a motion by Ms. Mariani, it was recommended to approve the janitorial hourly pay rate for Sabine Shearer to \$18.00 per hour effective April 24, 2022, seconded by Mr. Williams. Motion approved 5-0.
 - 3. On a motion by Ms. Mariani, it was recommended to approve the hiring of Christy Reese and Stacy Moore as summer playground bus drivers at a rate of \$15.00 per hour conditioned upon receiving all necessary paperwork and clearances and to further increase all existing bus drivers salaries to \$15.00 per hour, seconded by Mr. Hawthorne. Motion approved 5-0.
 - 4. On a motion by Ms. Mariani, it was recommended to set the hourly rate for future janitorial positions at \$15.00-\$16.00 per hour, seconded by Mr. Williams. Motion approved 5-0.
- N. Parks and Recreation:
 - 1. Trail benches. Staff provided several options of trail benches and plaques. On a motion by Ms. Mariani, it was recommended to use TreeTopProducts.com Champion Benches, Item #2ZK2607 6-foot Surface Mount Bench in Walnut color, and to recommend the use of KirbyBuilt Cast Bronze Plaques, Item #VM1337, seconded by Mr. Williams. Motion approved 5-0.
 - 2. Ms. Mariani reported that the Fire and Smoke event will be held on September 10, 2022 and the parade is scheduled for October 22, 2022.
- O. Planning, Subdivision and Development. None.
- IX. Financial Reports. The following reports were provided: General Fund Deposit Detail, General Check Detail, Payroll summary and Sewer Fund Deposits.
- X. Bills. On a motion by Ms. Mariani, it was recommended to approve the payment of bills, seconded by Mr. Hawthorne. Motion approved 5-0.
- XI. Old Business. None.

XII. New Business:

Agenda items A – D:

On a motion by Ms. Mariani, it was recommended to appoint Jennifer Rabuck as the Right to Know Officer and Shannon Sinopoli as the Assistant Right to Know Officer; appoint Shannon Sinopoli to the Northwest River Trail Committee; approve the signing of the Small Project Stormwater Management Agreement and Declaration of Easement for Scott and Courtney McCall for 112 Sawmill Road; approve the signing of the Small Project Stormwater Management Agreement and Declaration of Easement for Jay and Donna Swope for 162 Hillsdale Road, seconded by Mr. Hawthorne. Motion approved 5-0.

- E. On a motion by Ms. Mariani, it was recommended to adopt Resolution 2-2022, seconded by Mr. Hawthorne. Motion approved 5-0. Ms. Mariani explained that this is not a commitment by the Township for anything at this time, it is merely expressing interest in working on the Regional Emergency Medical Service committee. Solicitor Crème indicated that the current resolution speaks of a public hearing which is not going to happen under this resolution.

XIII. Other Items and Public Participation:

- A. Mr. Mohr provided photos of the current condition of the township brush pile and advised that there is illegal dumping happening there 24/7 and it's getting out of hand. Mr. Mohr stated that the intent of this brush pile was for Township residents only on a small scale basis. After a brief discussion it was agreed to install "CONOY TOWNSHIP RESIDENTS ONLY" signage at the site.
- B. Sewer plant wood. Mr. Mohr indicated that after the fair market value is received, the wood will be offered for sale to local citizens interested in the history of the tree/wood.
- C. Blacksmith Shop Proposal. Mr. Mike Williams, 625 Stackstown Road presented the supervisors with a proposal for the reuse of the Blacksmith Shop property. Mr. Williams would like to set it up as a working museum by forming a volunteer historical committee to oversee operations. The intention would be to be open as many weekends as possible and in conjunction with other community events. Mr. Risser suggested that the committee comprise of 5 members plus one non-voting supervisor. Mr. Risser asked Mr. Williams to attend the June 9, 2022 Board of Supervisors to provide an update on forming such a committee.
- D. PennDOT traffic study on Bainbridge Road. Mr. Williams requested that the Township request that PennDOT conduct a traffic study on Bainbridge Road to install curve signs and reflectors going east bound towards Risser Road that have been mowed over or hit over the years. Prior to such request to PennDOT, Police Chief Hall will compile a report of accidents along Bainbridge Road for review by the supervisors at the June 9, 2022 meeting.
- E. Mr. Mohr advised that speeding is a real problem along Sagerville Road and that he would like to pursue slow down signage and a speed bump. All supervisors were in support.
- F. Mr. Mohr stated that there is a stray cat problem within the Township, however, raccoons also seem to be a nuisance. Mr. Mohr recommended that residents put outside food away during the night.

- G. Mr. Mohr suggested inquiring about the use of independent grant writers to pursue grant monies for the township. These grant writers do not get paid unless the grants are secured, then they get a share. All supervisors were in support.

XIV. Adjournment. On a motion by Ms. Mariani, it was recommended to adjourn the meeting, seconded by Mr. Williams. Motion approved 5-0 and the meeting adjourned at 8:40 p.m.

The next Supervisors meeting is scheduled for Thursday, June 9, 2022 at 7:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli
Secretary