

**CONOY TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
Thursday  
July 13, 2023  
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, July 13, 2023 at 6:00 p.m. at the Conoy Township Municipal Building, 211 Falmouth Road, Bainbridge, PA 17502. In attendance were Supervisors Justin Risser, Gina Mariani, Douglas Hawthorne, Stephen Mohr and S. Jay Williams. Also in attendance was Secretary Shannon Sinopoli, Treasurer Jennifer Rabuck and Solicitor Matthew Creme, Nikolaus and Hohenadel.

**ORDER OF BUSINESS**

- I. The meeting was called to order by Mr. Risser at 6:00 p.m. followed by the Pledge of Allegiance, Prayer and a moment of silence.
- II. Mr. Risser conducted roll call.
- III. Announcements - none.
- IV. Mr. Risser asked for a motion on the June 8, 2023 meeting minutes. Motion by Ms. Mariani to approve the June 8, 2023 meeting minutes, seconded by Mr. Hawthorne. Motion approved 4-0, with Mr. Williams abstaining.
- V. Public Comment - none.
- VI. Consent Agenda
  - A. Bills
  - B. Reports (reports are available):
    - i. Financial
    - ii. Bainbridge Fire Company
    - iii. NW Emergency Medical Services
    - iv. Police
    - v. LCSWMA - Waste to Energy Plant – May 2023 Host Fee \$67,041.71; 33,859.45 Tons at \$1.98/ton processed.
    - vi. Sewage Enforcement Officer
    - vii. Sewer Plant Operator
    - viii. Zoning Officer
  - C. Heisey Mechanical, Ltd - Payment #4 (final) in the amount of \$19,757.10 from the ARPA Fund and \$2,322.61 from the Sewer Fund for the UV System Installation, leaving a balance of \$0.00.

Motion by Ms. Mariani to approve the Consent Agenda items except the invoice from Singh Operations Services which will be considered under Discussion Items, seconded by Mr. Williams. Motion approved 5-0.

- VII. Public Hearing
  - A. Local Services Tax Levy - Ordinance No. 03-2023. Mr. Risser explained this tax would only affect individuals that are employed within the township, it doesn't matter where they live. There are some exemptions such as individuals making less than \$12,000.00 annually. Retired and disabled individuals would also be excluded. This tax is only for those who are currently employed.

Motion by Ms. Mariani to approve Ordinance No. 03-2023, seconded by Mr. Williams. Motion approved 4-1, with Mr. Mohr voting against.

VIII. Old Business – none.

IX. New Business

- A. Governor Stable Road Bridge Infrastructure Resolution No. 06-2023. Motion by Ms. Mariani to approve Resolution No. 06-2023 designating Chairman Risser as the Township Official for execution of all documents pertaining to the bridge(s) grant, seconded by Mr. Hawthorne. Motion approved 5-0.
- B. Resolution No. 07-2023. Motion by Ms. Mariani to approve Resolution No. 07-2023 which approves 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. Hawthorne. Motion approved 5-0.

X. Acknowledgements - none.

XI. Discussion Items

- A. ~~Blacksmith Shop~~
- B. Highways/Buildings. Mr. Risser advised that new bridge signs were installed along Risser Road instructing motorists to yield to oncoming traffic in an effort to make it a one lane bridge due to the narrowness of the bridge. Mr. Mohr stated there is a culvert pipe that needs replaced on Black Swamp Road. David Miller/Associates to be notified and conduct an inspection.
- C. Engineer Report – no updates.
- D. 215 Falmouth Road property
  - i. Tenant request to waive the 60-day termination notification. Motion by Mr. Mohr to waive the 60-day termination notification requirement, seconded by Ms. Mariani. Motion approved 5-0.
  - ii. Sale of 215 Falmouth Road property. Motion by Ms. Mariani to sell 215 Falmouth Road property, seconded by Mr. Williams. Motion approved 4-1, with Mr. Mohr voting against. Staff was directed to hire a residential real estate appraiser to put a value on the property after the current tenant vacates. Upon receipt of the appraisal, the supervisors will decide whether to sell by public auction or a realtor.
- E. Reed Beds. Mr. Risser advised the sludge has been completely removed and we are now waiting on Empire to return.
- F. Zoning Ordinance Draft Revisions. Mr. Risser requested the supervisors review the proposed amendments prior to the advertising of the text amendment. The public hearing will be aimed to be held at the October meeting.
- G. Sewer Liens. Motion by Mr. Risser to move forward with filing sewer liens on past due accounts, seconded by Ms. Mariani. Motion approved 5-0.
- H. Municipal Emergency Services Authority (MESA) Talking Points. Mr. Risser advised the authority is gearing up for a fee hearing on August 30<sup>th</sup> at the Elizabethtown Brethren Christ Church and requested that all supervisors attend. This public hearing will be strictly to discuss the fee schedule

for households and businesses and is based on call volume. Ms. Mariani requested a copy of the fee schedule to review prior to the hearing.

- I. Singh Operational Services (SOS) Cost Amendment Agreement. Ms. Rabuck advised there are two contracts with SOS, one for the Bainbridge plant and the other for the Falmouth plant. The most recent invoices had an increase in the contracted amounts which, per contract, can only occur by a written amendment. SOS submitted new contract proposals which increased the cost even more going forward. Mr. Crème indicated that SOS never increased their rates in 20+ years which they were entitled to do so. After the initial 2-year contract term was up, automatic 2-year terms proceeded, the most current term is June 2022 - June 2024. As far as the current invoices, Mr. Crème suggested paying no more than 3% above the current amounts and then have discussions with SOS with regards to the new terms/amounts being proposed going forward.

Motion by Mr. Risser to pay SOS the current contract price plus 3% for the current invoices, seconded by Ms. Mariani. Motion approved 5-0.

XII. Correspondence

- A. Brittany's Hope Bike Fundraiser Event Letter. Ms. Sinopoli advised that a trail application has also been submitted to Susquehanna Heritage.
- B. Northwest Emergency Medical Services Donation Appreciation Letter.

XIII. Public Comment - none.

XIV. Executive Session. Mr. Risser announced there would be an executive session following the meeting.

XV. Adjournment. Motion by Mr. Williams to adjourn the meeting, seconded by Mr. Hawthorne. Motion approved 5-0 and the meeting adjourned at 7:25 p.m.

The next Supervisors meeting is scheduled for Thursday, August 10, 2023 at 6:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli  
Secretary