

**CONOY TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
Thursday  
February 8, 2024  
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, February 8, 2024 at 6:00 p.m. at the Conoy Township Municipal Building, 211 Falmouth Road, Bainbridge, PA 17502. In attendance were Supervisors Gina Mariani, Justin Risser, Douglas Hawthorne, Stephen Mohr and S. Jay Williams. Also in attendance were Secretary Shannon Sinopoli, Treasurer Jennifer Rabuck and Solicitor Bernadette Hohenadel, Nikolaus and Hohenadel.

**ORDER OF BUSINESS**

- I. The meeting was called to order by Ms. Mariani at 6:00 p.m. followed by the Pledge of Allegiance, Prayer and a moment of silence.
- II. Ms. Mariani conducted roll call.
- III. Announcements – none.
- IV. Minutes - Ms. Mariani asked for a motion on the January 2, 2024 meeting minutes. Motion by Mr. Williams to approve the January 2, 2024 meeting minutes, seconded by Mr. Hawthorne. Motion approved 5-0.
- 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 – December 2023 Host Fee \$65,208.86; 32,933.77 Tons at \$1.98/ton processed.
    - vi. Sewage Enforcement Officer
    - vii. Sewer Plant Operator
    - viii. Zoning Officer

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

- VII. Old Business – none.
- VIII. New Business
  - A. Motion by Mr. Mohr to approve ratifying the permitting of township public works employee Jesse Fitzkee to carry over 65 hours of unused PTO to 2024 and to payout 68.75 hours at his 2023 and permitting township public works employee Sean Laverty to carry over 25 hours of unused PTO to 2024 and to payout 26 hours at his 2023 rate, seconded by Mr. Hawthorne. Motion approved 5-0.
  - B. Motion by Mr. Mohr to approve the service agreement with Constructed Wetland Group(CWG) for the Reed Beds repair project in the amount of \$20,000.00 from the Sewer Fund, seconded by Mr. Williams. Motion approved 5-0. Mr. Risser explained CWG is the only outfit which works on reed beds in this area.

- C. Motion by Mr. Hawthorne to approve the purchase of additional hold harmless insurance premium of \$500.00 with PIRMA due to a contractual exclusion in the employer's liability section of the Constructed Wetland Group (CWG) contract, seconded by Mr. Risser. Motion approved 5-0.
- D. Motion by Mr. Risser to approve Resolution No. 03-2024 appointing an alternate member to the Planning Commission and designate Stephen Mohr to serve as the alternate member, seconded by Mr. Hawthorne. Motion approved 4-0 with Mr. Mohr abstaining.
- E. Motion by Mr. Risser to approve the proposal from Miller Environmental Inc. for township Wastewater Operation and Maintenance Services at a monthly cost of \$8,605.00 and the authorization to sign the agreement, seconded by Mr. Williams. Motion approved 4-0 with Mr. Mohr abstaining.
- F. Motion by Mr. Mohr to approve Jamie Kauffman as an alternate Crossing Guard at a rate of \$15.00 per appearance and Jennifer Rabuck as an alternate Crossing Guard with no addition compensation effective January 1, 2024, seconded by Mr. Williams. Motion approved 5-0.

Mr. Mohr advised the Bainbridge Elementary School will be having an in-house service dog.

Mr. Mohr requested that the board members consider passing a resolution to support area local, state and federal officials in their efforts to secure our borders and to back Senator Scott Martin. There was a consensus of board members to direct the Township Solicitor to prepare such a resolution.

IX. Discussion Items

- A. Highways/Buildings – no updates.
- B. Blacksmith shop – no updates.
- C. P.O. Boxes - Letter. Ms. Rabuck advised a meeting with the Postmaster was held, as well as a ride around town with Ms. Mariani and the Postmaster to get a better visual on what streets could have curb side mailboxes and which streets would not be a good fit due to sidewalk and parking constraints. The next step would be to send out a letter to the town residents to allow a vote for or against having curb side mailboxes. Mr. Mohr stated more thought should be put into this proposal such as street widths, etc. Mr. Risser advised that if the town wishes to move forward favorably, then the USPS will delve into the details further.  
  
Motion by Mr. Risser to move forward with mailing out the P.O. Box Letter, seconded by Mr. Williams. Motion approved 4-1, with Mr. Mohr opposed.
- D. Falmouth Park use – Yard Sale. Ms. Rabuck explained that a Falmouth resident has requested the use of the Falmouth Park on a Saturday in May to host a community yard sale. Motion by Mr. Mohr to approve the request to host a yard sale in May, seconded by Mr. Williams. Motion approved 5-0.
- E. Governor Stable Road Bridge Retaining Wall. Mr. Risser explained there is a stone arch bridge on Governor Stable Road which has a deteriorating retaining wall and needs masonry work. James Baer of Jim's Home Services is a local contractor who has provided a list of required repairs such as excavating and rebuilding 8-feet of wall and pouring a concrete cap to match the existing; excavate and regrout entire west wall and bring it back to grade; restore the northeast corner section with soldier stones that are missing. All of the work would cost approximately \$8,000.00.

Motion by Hawthorne to approve utilizing the services of Jim's Home Services for all repair work with the funds coming out of the Capital Reserve Fund, seconded by Mr. Risser. Motion approved 5-0.

- F. Roadmaster position. Mr. Risser advised that it is the desire of the board to employ three full-time public works employees and no part-time employees. The roadmaster position is already budgeted for and will be further discussed during executive session.
- G. Park and Recreation. Ms. Mariani advised there are several playground equipment pieces that need reconditioning and repaired and feels Perdue should pitch in towards such a township project as well as other similar projects. A quote for the playground equipment repair has been received by RYcon Industrial Commercial Ag. Ms. Mariani suggested that a letter be sent to Perdue with a list of projects which they could contribute to. All board members were in agreement.

X. Acknowledgements

- A. Bainbridge Fire Police Events
- B. Singh Operational Services – Wastewater Operation Services termination effective February 29, 2024

XI. Correspondence

- A. GEARS Community Center Renovation Project Support Letter to DCNR

XIII. Public Comment

- 1. Doulgas Weidman, 196 Falmouth Road questioned the status of 191 Falmouth Road property. Mr. Risser referred such questions to the Township Solicitor. Mr. Weidman requested details with regards to the public works vacation hours carry over. Mr. Risser explained.
- 2. Tom Grove, 620 Stackstown Road questioned the status of the storage unit above his house and advised more stuff keeps coming onto the property. Ms. Sinopoli reminded the board that the storage unit owner is in the process of applying to the Zoning Hearing Board.

XIV. Executive Session. Ms. Mariani announced there would be an executive session following the meeting and the board will not be returning.

XV. Adjournment. Motion by Mr. Risser to adjourn the meeting, seconded by Mr. Hawthorne. Motion approved 5-0 and the meeting adjourned at 7:00 p.m.

The next Regular Supervisors meeting is scheduled for Thursday, March 14, 2024 at 6:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli  
Secretary