

**CONOY TOWNSHIP  
BOARD OF SUPERVISORS MEETING MINUTES  
Thursday  
October 10, 2024  
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, October 10, 2024, at 6:00 p.m. at the Bainbridge Fire House, 34 S. Second Street, Bainbridge, PA 17502. In attendance were Supervisors Justin Risser, Douglas Hawthorne, Stephen Mohr, and S. Jay Williams. Also in attendance were Treasurer Jennifer Rabuck and Solicitor Matt Creme, Nikolaus and Hohenadel. Supervisor Gina Mariani and Secretary Shannon Sinopoli were absent.

**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. Minutes - Mr. Risser asked for a motion to accept the September 12, 2024, meeting minutes. Motion by Mr. Hawthorne to approve the September 12, 2024, meeting minutes, seconded by Mr. Williams. Motion approved 4-0.
- V. Public Comment  
  
None
- VI. Consent Agenda – *All items included in the Consent Agenda are routine in nature and the supervisors will approve them with one motion and a roll call vote. Board members may request discussion of any of the items and if so, the item will be taken from the Consent Agenda and considered elsewhere in the agenda as indicated by the board chair.*
  - A. Bills
  - B. Reports (reports are available)
    - i. Financial
    - ii. Bainbridge Fire Company
    - iii. MESA
    - iv. Police
    - v. LCSWMA - Waste to Energy Plant – August 2024 Host Fee \$64,511.38; 32,255.69 Tons at \$2.00/ton processed.
    - vi. Roadmaster
    - vii. Sewage Enforcement Officer
    - viii. Sewer Plant Operations
    - ix. Zoning Officer (report and zoning hearing board application(s))
  - C. 2025 Meeting Dates – Authorizing advertisement
  - D. Crestwood Estates – Final Financial Security Release in the amount of \$91,209.78.

Motion by Mr. Mohr to approve the consent agenda items, seconded by Mr. Hawthorne. Motion approved 4-0.
- VII. Old Business  
  
None

- A. Motion by Mr. Williams to accept the resignation of Bryan Range as Roadmaster effective October 17, 2024, seconded by Mr. Risser. Motion approved 4-0.
- B. Solicitor Crème stated this is the day, time and place that was advertised for the Legislative Hearing in which the board would consider an Ordinance regarding the installation of mailboxes at curbs in the Village Center Zone. He stated the proof of publication is on file and the advertisement did include the hearing occurring at the Bainbridge Fire House. The Board may consider acting on the ordinance at the meeting or at a subsequent meeting within 90 days. The floor was opened to public comment.

Diane Burke, 88 Locust Grove Rd, asked if the ordinance only pertains to the town; that it doesn't affect anyone who already has a mailbox. Solicitor Crème stated it is the Village Center District of Bainbridge. Asked if we know what streets would be required and if the citizens know. It was stated yes. She also had questions regarding if the zip code changed if it would be just those people. It was noted it would be all of Bainbridge. Supervisor Risser stated there is no guarantee if and when the zip code will change.

Hope Kimmich, 127 Walnut St, hopes the ordinance is approved as she has had two more instances of getting other people's mail.

Michele Shank, 241 Division St, stopped at the post office around 5:30 pm and couldn't get her mail as the doors were locked. It was noted that this occurred twice in the same week.

Paul Kunkle, 259 Locust Grove Rd, feels bad for those with issues. Stated the issue is with the post office and he doesn't want a Marietta or Elizabethtown address. Asked if the Congressman were written too.

Mary Ann Funk, 130 Market St, wants to know if they can keep their PO Box. Stated she has no issue with the post office.

David Culbertson, 215 Hill St, tried to get a mailbox 10-12 years ago and wasn't allowed to put it where he wanted. He doesn't want a mailbox if they can't pick where they can put it.

Lynnita Halbleib, 134 Hill St, has instances with the PO Box was left off an order. Stated not all businesses keep the PO Box on orders and the box number is rejected when shipping labels are printed.

Jason Moore, 327 Race St, stated the prior postmaster was wonderful and someone needs to be accountable, and Bainbridge deserves someone at the post office who is customer friendly.

Shelley Candy, 119 Market St, approves getting ride of the post office box and wants street delivery as packages never get delivered.

Annie Strickler, 177 Risser Rd, had questions about losing the 17502-zip code. She does not want to lose the zip code. Mr. Risser stated Ms. Mariani asked that question to the postmaster. The answer wasn't definite, but it is a possibility that if we pull the post office boxes it could make a decision to close the post office quicker.

Carrie Chapman, 308 Race St, stated she has a mailbox and still gets other people's mail. She doesn't think getting rid of the PO Boxes will change anything.

Phyllis Blazi, 100 Market St, Lot 6, asked why someone from the post office isn't here to answer questions.

Justin Walker, 107 Race St, has seen that small town post offices are being closed. If they do get rid of the post office, will he have to drive elsewhere to get his mail. He wants the option to have a mailbox and wants a mailbox. He isn't able to get to the post office before they close to get his mail. Says he should have access to his post office box 24 hours a day seven days a week.

William Shank, 241 Division St, stated he can have a mailbox but prefers a PO Box. He would like a representative of the post office here to answer questions and doesn't want an elizabethtown zip code.

Mr. Hawthorne asked if there is any possibility of reaching out to federal officials. Supervisor Williams stated it was worth a try. Solicitor Crème stated the board has advertised for a hearing tonight with the possibility of not taking action but can take action at a public meeting anytime within 90 days. It allows to table the hearing tonight to the November meeting and extend an invitation.

Paul Kunkle, 259 Locust Grove Rd – stated he attended meetings and a decision needs made. Mr. Hawthorne stated he doesn't believe it will solve anything. There will be a bunch of mailboxes, and we will have the same story.

Hope Kimmich, 127 Walnut St – questioned the Bainbridge zip code being changed. Mr. Risser said it may happen sooner rather than later. It is not the postmaster's decision.

PJ Bigler, 104 Market St, stated this sounds like a he said she said situation. She suggests starting over, talking about the ordinance, getting officials involved and having the post office to give official notice and tell us their hours, when it will be locked, how to address packages, etc.

Josh Lewis, 25 S Second St, asked what the push was to go to Etown. Solicitor Crème said that really isn't the issue. The ordinance is allowing mailboxes in the village center district along right of way streets. The other discussion is if the postal service decides to close the Bainbridge post office, then the postal address is changed to the carrier dispatch location. Mr. Lewis is pro mailbox due to issues and stated there should be grace with those that don't.

Jason Moore, 327 Race St, wonders how bad the wound has to get before it gets fixed. Solicitor Crème stated it decides on who's wounds. Smucker's office would be the direction.

Motion by Mr. Williams, seconded by Supervisor Hawthorne to table the hearing to the November board meeting to allow time for the Board to reach out to Congressman Lloyd Smucker's office. Motion approved 4-0.

- C. Motion by Mr. Mohr to approve the removing of Spruce Street from the Liquid Fuels records, seconded by Mr. Risser. Motion approved 4-0. It was noted that the Spruce Street entrance off River Rd has been closed since 2019.
- D. Motion by Mr. Risser to table Resolution 10/2024 Conoy Township 2025 Fee Schedule until the November meeting, seconded by Mr. Hawthorne. Motion approved 4-0.

#### IX. Discussion Items

- A. P.O. Box update – If Ordinance No. 02-2024 is approved at the October meeting, residents would be given 60 days to install and then curbside would go live around December 18th.
- B. Stephenson Equipment Inc – COSTARS Quote for F550 Bed Replacement, \$31,951.25 from the Capital Reserve Fund. Bed Replacement would take place in the spring of 2025. Members discussed the replacement of the bed to a stainless-steel bed. This will prolong the life of the vehicle.

Motion by Mr. Williams, seconded by Mr. Hawthorne to approve the COSTARS Quote from Stephenson Equipment Inc in the amount of \$31,951.25 for the F550 Bed replacement with funds from the Capital Reserve Fund. Motion approved 4-0.

- C. Grant Updates
  - a. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Phase 1; Soil boring tests are complete waiting for project to bid.

- b. 2024 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructures and Realignment Phase 2; Requested 1,118,554.25. Grant is pending review.
- c. 2024 Local Share Grant has been submitted for the new public works vehicle.

X. Acknowledgements – none.

XI. Correspondence

- A. 2025 Estimated Liquid Fuels Payment \$147,012.60, Turnback Allocation \$5,160.00

XII. Public Comment

Bill Rhodes, 153 Locust Grove Road, asked why Mr. Range resigned after 4-5 months. He stated nothing has been done with the roads for 15 years and the township needs someone to head that department.

Mr. Mohr handed Mr. Risser a written item to be read from Karen Zeager. Ms. Zeager wrote to thank the township for the wonderful river trail.

Mr. Risser read a statement regarding the resignation of Bryan Range.

XIII. Executive Session – Mr. Risser announced there would be a brief executive session regarding personnel.

XIV. Adjournment. Motion by Mr. Williams to adjourn the meeting, seconded by Mr. Hawthorne. Mr. Mohr voted no. Motion approved 3-1 and the meeting adjourned at 7:07 p.m.

Respectfully submitted,

Jennifer Rabuck, Treasurer  
for Secretary Shannon Sinopoli