

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday
November 14, 2024
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, November 14, 2024, at 6:00 p.m. at the Conoy Township Municipal Building, 211 Falmouth Road, Bainbridge, PA 17502. In attendance were Supervisors Gina Mariani (arrived at 6:15 p.m.), Justin Risser, Douglas Hawthorne, Stephen Mohr, and S. Jay Williams. Also in attendance were 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
 - A. Mr. Risser announced there was an executive session held on October 16, 2024 to discuss personnel matters.
- IV. Minutes
 - A. October 3, 2024, Budget Workshop Meeting Minutes
 - B. October 10, 2024, Meeting Minutes

Motion by Mr. Hawthorne to approve the October 3, 2024 and October 10, 2024 meeting minutes, seconded by Mr. Williams. Motion approved 4-0.
- V. Public Comment
 1. Karen Schatz, 147 Falmouth Road questioned her son's MESA invoice for his recent ambulance service and expressed her disappointment with how MESA staff are managing account affairs.
- 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 on the agenda as indicated by the board chair.*
 - A. Bills
 - B. Reports (reports are available)
 - i. Financial
 - ii. Bainbridge Fire Company
 - iii. MESA – Mr. Risser advised that the 2025 fee will remain the same.
 - iv. Police
 - v. LCSWMA - Waste to Energy Plant – September 2024 Host Fee \$54,680.06; 27,340.03 Tons at \$2.00/ton processed.
 - vi. Roadmaster
 - vii. Sewage Enforcement Officer
 - viii. Sewer Plant Operator
 - ix. Zoning Officer (report and zoning hearing board application(s).

Motion by Mr. Williams to approve the consent agenda items, seconded by Mr. Hawthorne. Motion approved 5-0.

VII. Old Business

- A. Motion by Mr. Risser to postpone action on Ordinance 02-2024 until the December 12, 2024 meeting, seconded by Mr. Williams. Motion approved 5-0.

Mr. Risser advised he contacted the postal office to ask that a representative attend the next meeting but has been ignored. Ms. Mariani advised she is in conversations with Congressman Smucker's office which will continue.

- B. Motion by Mr. Risser to approve Resolution 10-2024 Conoy Township 2025 Fee Schedule with a key fob cost of \$25.00/year, seconded by Mr. Williams. Motion approved 5-0.

VIII. New Business

- A. Motion by Mr. Hawthorne to approve Resolution 11/2024 appointing White, Rudy LLC as the Certified Public Accountant to Audit the accounts of Conoy Township for 2024 and to establish the compensation to be paid and authorize the Treasurer to sign the engagement letter, seconded by Mr. Risser. Motion approved 5-0.
- B. Motion by Mr. Williams to approve advertising the proposed Conoy Township 2025 General Fund, Sewer Fund, and Small Fund Budgets, seconded by Mr. Hawthorne. Motion approved 5-0.
- C. Motion by Mr. Mohr to approve an increase of \$5.00 per hour for Jesse Fitzkee while overseeing the Road Department and training the new hire effective October 18, 2024, seconded by Mr. Hawthorne. Motion approved 5-0.
- D. Motion by Mr. Mohr to approve the hiring of William Sager at a salary of \$61,360.00 effective November 18, 2024, seconded by Mr. Williams. Motion approved 5-0.

IX. Discussion Items

- A. Grant Updates
- a. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Phase 1; \$320,000.00. No updates. The prior township engineer will not respond to staff's status inquiries and requested involvement by the Township Solicitor.
 - b. 2024 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructures and Realignment Phase 2; Requested 1,118,554.25. Grant is Pending Review and applicants will be notified in 2025.
 - c. The 2024 Local Share Grant was submitted for the new public works vehicle in September. Applicants will be notified in 2025.
- B. Pension Plan Amendment. Discussions took place regarding adding a third option for pension contribution which would allow the employees to keep the money within their current Principal accounts and take out a little at a time, versus having to take it out all at once. Motion by Mr. Risser to direct the Township Solicitor to draft an ordinance for consideration and to advertise such ordinance, seconded by Mr. Williams. Motion approved 5-0.
- C. Tapping Fee Increase. Ms. Rabuck advised the current sewer ordinance will be updated at which time the township sewer engineer is also recommending the tapping fee cost be raised which has not been done since the inception of the systems. The current tapping fee is \$3560 total. After a brief discussion, motion by Mr. Risser to authorize the Township Sewer Engineer to recommend a maximum tapping fee cost, seconded by Mr. Hawthorne. Motion approved 5-0.

- X. Acknowledgements – none.
- XI. Correspondence – none.
- XII. Public Comment
 - A. Alan Kepple, 1347 Amosite Road and Herbert Malone, Jr., 1346 Amosite Road expressed their concerns with regard to drainage issues and water ponding along Amosite Road in front of their residences.
 - B. Ms. Rabuck mentioned the township office is a drop off point for Toys for Tots and donations will be accepted until December 3, 2024.
 - C. Ms. Mariani announced there will be a tree lighting ceremony held in town on December 2, 2024.
- XIII. Executive Session - none.
- XIV. Adjournment. Motion by Mr. Mohr to adjourn the meeting, seconded by Mr. Williams. Motion approved 5-0 and the meeting adjourned at 7:03 p.m.

The next Regular Supervisors meeting is scheduled for Thursday, December 12, 2024, at 6:00 p.m.

Respectfully submitted,

Shannon L. Sinopoli
Secretary