

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday
March 13, 2025
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, March 13, 2025, at 6:00 p.m. at the Conoy Township Municipal Building, 211 Falmouth Road, Bainbridge, PA 17502. In attendance were Supervisors Gina Mariani (via Zoom), Justin Risser, Douglas Hawthorne (via Zoom), 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 – none.
- IV. Minutes – Mr. Risser asked for a motion on the February 13, 2025 meeting minutes. Motion by Mr. Williams to approve the February 13, 2025 meeting minutes, seconded by Mr. Hawthorne. Motion approved 5-0.
- V. Presentation - White, Rudy LLC 2024 Audit

Mr. Phil Rudy and Mr. Shawn Carl, White, Rudy LLC were present to provide an overview of the 2024 Audit. Mr. Carl described the budgeted revenue and expenditure amounts versus actual revenues and expenditures for the General Fund, Special Reserve Funds, Capital Projects Fund and Sewer Fund.

Motion by Ms. Mariani to approve the 2024 Audit Report & Financial statements by White, Rudy LLC, authorize such to send to DCED and advertise as required, seconded by Mr. Williams. Motion approved 5-0.
- VI. Public Comment
 1. John Shearer, 228 N. Second Street expressed his displeasure about receiving his termination of employment via a letter instead of in person after 6-years of employment.
 2. Ms. Deb Drury, Elizabethtown Library provided a brief recap of the year 2024 and the proposed 2025 upgrades.
- VII. 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
 - iv. Police
 - v. LCSWMA - Waste to Energy Plant – January 2025 Host Fee \$65,751.75; 32,550 Tons at \$2.02/tons processed.
 - vi. Roadmaster
 - vii. Sewage Enforcement Officer
 - viii. Sewer Engineer
 - ix. Zoning Officer (report and zoning hearing board application(s).

Motion by Ms. Mariani to approve the consent agenda items, seconded by Mr. Risser. Motion approved 5-0.
- VIII. Old Business – none.
- IX. New Business
 - A. Motion by Mr. Williams to approve the 2025 Lancaster County Conservation District Memorandum of Understanding, seconded by Ms. Mariani. Motion approved 5-0.

- B. Motion by Mr. Hawthorne to approve the hiring of Drake Aungst as a Summer Playground Helper at a rate of \$10.50 per hour and the hiring of Martha McCreary as a Summer Playground CDL Bus Driver at a rate of \$16.47 pending clearance and background checks, seconded by Mr. Williams. Motion approved 4-0, with Ms. Mariani abstaining.
- C. Motion by Mr. Risser to approve the resignation of Sabine Shearer per the Employee Service Agreement dated December 12, 2022 for cleaning services of the Conoy Community House effective March 10, 2025, seconded by Mr. Williams. Motion approved 4-1, with Mr. Mohr opposed.

X. Discussion Items

A. Grant Updates

- a. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Phase 1; \$320,000.00.
 - i. Ms. Rabuck stated the quote from Contech Engineered Solutions in the amount of \$200,000 has been cancelled as there have been changes to the size of the culvert. With the new size Contech can no longer offer the Steel Express Foundations. They will have to be cast in place by the contractor. Hanover will prepare the bid docs to do the foundations as CIP.

A new quote from Contech Engineered Solutions has been received in the amount of \$76,500.00 for the box culvert system. Payment would come from the Multimodal Transportation Fund Grant.

Motion by Ms. Mariani to approve the COSTARS quote from Contech Engineered Solutions in the amount of \$76,500 for the Contech Aluminum Box Culvert system for the Governor Stable Road Bridge #1 project and authorize Treasurer Rabuck to sign the quote, seconded by Mr. Hawthorne. Motion approved 5-0.
 - b. Ms. Rabuck advised the Governor Stable Road Bridge #2 & 3 project was not selected during the latest round of grants and requested authorization for DM/A to begin design work for Bridge #2 to keep the project moving with engineering fees being paid from the General Fund. Liquid Fuels money will be used for construction.

Motion by Mr. Risser to authorize DM/A to begin design and any other necessary items for Bridge #2 with engineering fees being paid from General Fund, seconded by Ms. Mariani. Motion approved 5-0.

XI. Acknowledgements – none.

XII. Correspondence

- A. 2025 Liquid Fuels Allocation Notification – Road Turnback \$5,160.00; Liquid Fuels Tax Fund \$150,369.69

XIII. Public Comment

- 1. Mr. Mohr stated there is a sight distance issue with parking blocking the clear line of sight at Race Street and Second Street and requested the roadcrew look into it.

Mr. Mohr advised he has received phone calls with regards to the brush pile and the closing of such access from River Road. He stated the barricades are not necessarily working but perhaps signage along with the barricades advising motorists to proceed to the park entrance on Division Street would help.
- 2. Mr. Risser announced that his term as supervisor ends at the end of this year, and he has decided not to run and is instead, endorsing Carrie Chapman for the seat and requested support of her and her campaign.

XIV. Executive Session – none.

XV. Adjournment. Motion by Mr. Risser to adjourn the meeting, seconded by Mr. Williams. Motion approved 5-0 and the meeting adjourned at 6:52 p.m.

Respectfully submitted,

Shannon L. Sinopoli
Secretary