

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Monday, January 5, 2026
6:00 p.m.**

**Reorganizational & Regular
Meeting Agenda**

A meeting of the Conoy Township Board of Supervisors was held on Monday, January 5, 2026, at 6:00 p.m. at the Conoy Township Municipal Building, 211 Falmouth Road, Bainbridge, PA 17502. In attendance were Supervisors Stephen Mohr, Carrie Chapman, Gina Mariani, Douglas Hawthorne, and S. Jay Williams. Also in attendance was Secretary/Treasurer Jennifer Rabuck and Roadmaster Willaim Sager.

REORGANIZATIONAL MEETING:

- 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. All were present.
- III. Reorganization of the Board for Calendar Year 2026
 - A. Office of Chair

Motion by Mr. Mohr to nominate Mr. Hawthorne. Motion died for lack of a second.
Motion by Mr. Mohr to nominate Mr. Williams. Motion died for lack of a second.
Motion by Mr. Hawthorne to nominate Ms. Mariani, motion seconded by Ms. Chapman. Motion passed 4-1 with Mr. Mohr voting against.
 - B. Office of Vice-Chair

Motion by Ms. Mariani to nominate Mr. Williams, motion seconded by Mr. Hawthorne. Motion approved 5-0.
 - C. Liaison Appointments
 - Buildings - Mohr and Williams
 - Emergency Management – Mohr, Williams, Chapman, Mariani, Hawthorne
 - Fire - Mariani and Williams
 - Parks & Recreation - Hawthorne and Mariani
 - Planning & Zoning - Hawthorne and Chapman
 - Public Works/Roads - Mohr and Williams
 - Police Commission - Hawthorne and Mariani
 - Sewer/Water - Mohr and Chapman

Motion by Ms. Mariani, seconded by Mr. Hawthorne to approve the Liaison Appointments for 2026. Motion approved 5-0.
 - D. Voting Delegate for 2026 PSATS Convention – April 19-22, 2026

Motion by Ms. Mariani, seconded by Mr. Williams to appoint Mr. Hawthorne as the PSATS 2026 voting delegate. Motion approved 5-0. Both Mr. Williams and Mr. Hawthorne will attend.
 - E. EACSA (Elizabethtown Area Community Services Authority) – Supervisor to finish Risser’s term 12/31/27

Moved by Ms. Mariani, seconded by Mr. Hawthorne to appoint Ms. Chapman to the EACSA to fill Mr. Risser’s term ending 12/31/2024. Motion approved 5-0.
 - F. MESA (Municipal Emergency Services Authority) - Supervisor to finish Risser's term 12/31/2029

Moved by Ms. Mariani, seconded by Mr. Williams to appoint Ms. Chapman to MESA to fill Mr. Risser’s term ending 12/31/2029. Motion approved 5-0.

IV. Annual Appointments for Calendar Year 2026

A. Staff

- Secretary/Treasurer – Jennifer Rabuck
- Assistant Secretary/Treasurer – Douglas Hawthorne
- Open Records Officer – Jennifer Rabuck
- Open Records Officer, Alternate – Carrie Chapman
- Pension Chief Administrative Officer – Jennifer Rabuck

B. Ambulance provider – Municipal Emergency Services Authority

C. Emergency Management Agency – Susquehanna Regional Emergency Management Agency

D. Susquehanna Regional Emergency Management Committee Township Liaison – Gina Mariani and S. Jay Williams.

E. Animal Control Officer(s)

- Stephen Mohr
- Susquehanna Regional Police Department – Dogs

F. Tax Collector for Earned Income and Local Services Tax - Lancaster County Tax Collection Bureau
Tax Collector for Real Estate – Lancaster County Treasurer

G. Township Engineer – David Miller/Associates
Sewer Plant Engineer – Entech Engineering
And authorize the Engineer and Secretary to sign and file the 2025 Chapter 94 Report in 2026

H. Township Solicitor and Special Legal Counsel

- Nikolaus & Hohenadel, LLP (General Counsel)
- Morgan, Hallgren, Crosswell & Kane, P.C. (Counsel for Zoning Hearing Board)

I. Township Sewage Enforcement Officer – David Miller/Associates: Charity Hain & Doug Cwienk

J. Township Certified Public Accountant – White, Rudy LLC

K. Depository of Funds – Truist, Mid Penn Bank, PLGIT
Designate Account Signers: Jennifer Rabuck, Gina Mariani, Doug Hawthorne, Carrie Chapman

L. Treasurer Bonds (Treasurer & Assistant Treasurer) – \$2.7 Million each for 2026

Motion by Ms. Mariani, seconded by Ms. Chapman to approve the above appointments, A-L for the calendar year 2026. Motion approved 5-0.

M. Township Construction Code Official
Building Code Official
Zoning Officer
Flood Plain Administrator

Moved by Ms. Mariani, seconded by Mr. Mohr to appoint Commonwealth Code as the Township Construction Code Official, Building Code Official, Zoning, Officer, and Flood Plain Administrator. Motion Failed 2-3 with Ms. Chapman, Mr. Hawthorne, and Mr. Williams voting against.

Moved by Mr. Williams, seconded by Mr. Hawthorne to appoint Associated Building Inspections (ABI) as the Township Construction Code Official, Building Code Official, Zoning Officer, and Flood Plain Administrator at the rate of \$65.00 per hour. Motion approved 3-2 with Mr. Mohr and Ms. Mariani voting against.

V. Boards, Commissions, Committees Appointments – Terms Beginning 2026 – one appointment

A. Zoning Hearing Board – Resolution 1/2026 (5-year term until December 2030)

Motion by Mr. Mohr, seconded by Mr. Williams to approve Resolution 1/2026 and appoint Rich Strickler to the Zoning Hearing Board, term ending December 2030. Motion approved 5-0.

B. Planning Commission (4-year term until December 2029) – two appointments

Motion by Mr. Mohr, seconded by Mr. Hawthorne to appoint Chris Geesey and John Caley to the Planning Commission, term ending December 2029. Motion approved 5-0.

C. Historical Review Commission

- Dana Mark to fill Christina Mark term expiring December 2026
- Patti Jo Bigler to fill vacant position from 2024 (5-year term expiring December 2029)
- Keith Shearer (5-year term expiring December 2030)

D. Park & Recreation Commission (5-year term until December 2030)

- John Mark to fill Christina Mark term expiring December 2028
- Brenda Rank
- Keith Shearer

E. Bainbridge Water Authority (5-year term expiring December 2030)

- Rodney Halbleib

F. Vacancy Board Chair (1 year term until January 4, 2027)

- Patti Jo Bigler

Motion by Mr. Hawthorne, seconded by Mr. Williams to approve the appointments C-F with their respective term dates. Motion approved 5-0.

VI. Adjournment of Reorganizational Meeting at 6:15 pm.

REGULAR MEETING AGENDA:

I. The meeting was called to order by Ms. Mariani at 6:15 pm.

II. Roll Call – All present

III. Announcements

Ms. Mariani presented the 2025 Outstanding Conoy Citizen Award to the late Christina “Tina” Mark for her outstanding service and volunteerism to Conoy Township. Tina was a proud member of the Haldeman Mansion, the Conoy Parks and Recreation Commission, and volunteered her time to teach the summer playground kids about nature. Accepting the award on her behalf was her husband Dana and her family.

IV. Motion by Mr. Mohr, seconded by Mr. Hawthorne to approve the December 11, 2026, meeting minutes. Motion approved 5-0.

V. Public Comment – none.

VI. Consent Agenda Items:

A. Bills

B. Reports (reports are available):

- i. Financial/Payroll
- ii. Bainbridge Fire Company
- iii. MESA

- iv. Police
- v. LCSWMA – Waste to Energy Plant – November 2025 Host Fee \$57,588.93; 28,509.37 Tons at \$2.02/ton
- vi. Roadmaster
- vii. Sewer Enforcement Officer (Quarterly)
- viii. Sewer Engineer
- ix. Zoning Officer

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

VII. Old Business - none.

VIII. New Business

- A. Motion by Ms. Chapman, seconded by Mr. Williams to approve the Internal Revenue Services' standard business mileage rate of \$0.725 cents per mile effective January 1, 2026. Motion approved 5-0.
- B. Motion by Ms. Chapman, seconded by Mr. Hawthorne to approve Resolution 02/2026 for the Disposition of Township Records. Motion approved 5-0.
- C. Motion by Mr. Williams, seconded by Mr. Hawthorne to approve the following Resolutions to update the Authorized Signers for the following grant submissions:

Resolution 03/2026 – DCED MTF Governor Stable Road Bridge Infrastructures and Realignment Project

Resolution 04/2026 – LSA F-350 Crew Cab with Plow

Resolution 05/2026 – LSA 2025 Case CX60D Mini Excavator

Resolution 06/2026 – LSA 2026 HV507 Dump Truck with Plow/Spreader

Resolution 07/2026 – LSA Bainbridge Fire Company Rescue Tools & Radios

Motion approved 5-0.

- D. Motion by Mr. Mohr, seconded by Ms. Chapman to approve a quote from Rivera's General Services LLC in the amount of \$3,642.28 for tree removal for the Governor Stable Road Bridge #2 project. Motion approved 5-0.

IX. Discussion Items

A. Grant Updates

- i. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Phase 1; \$320,000.00 – Official notice has been given to DCED to scale back the grant from all three bridges to Bridge 2.
- ii. Governor Stable Rd Bridge 1 & 3 – Waiting to apply for the PennDOT Multimodal Transportation Grant.
- iii. 738 Stackstown Road – Raingarden sign to install, final seeding in the spring, and grant closeout paperwork to complete
- iv. Local Share Grants:
2024 F350 Crew Cab – was awarded at CFA 12/18/2025 meeting. Paperwork will be forthcoming.
2025 Dump Truck & Mini Excavator and 2025 Bainbridge Fire Company Rescue Tools & Radios – submitted 10/27/2025, earliest award notification Nov. 2026.

- B. Joint Owned Paver with East Donegal Township Repairs – Quote from Stephenson Equipment in the total amount of \$39,201.62. Conoy Township share is \$19,600.81. If agree to repairs – Motion needed to approve our share from the Capital Reserve Fund.

Motion by Mr. Williams, seconded by Mr. Mohr to approve the Conoy Township share of \$19,600.81 for repairs to the joint owned paver with East Donegal Township. Payment to be made from the Capital Reserve

Fund. Motion approved 5-0.

- C. Purchase sweepster pickup broom attachment for skid loader from East Donegal for \$500.00.

Motion by Mr. Mohr, seconded by Mr. Williams to approve the purchase of the sweepster pickup broom attachment for the skid loader from East Donegal Township in the amount of \$500.00. Motion approved 5-0.

Ms. Mariani asked for an update on the brush pile. Mr. Sager stated there have been issues with the wind and the fencing. They are now installing longer stakes in the ground, waiting for the additional fence panels to be delivered, and installing the driveway to the area.

- X. Correspondence/Acknowledgements – none.

- XI. Public Comment

Paul Kunkle, 259 Locust Grove Rd – Mr. Kunkle asked what would be paid to Associated Building Inspections. It was noted the motion was to match the other company's hourly rate of \$65.00 per hour. Mr. Kunkle also stated the chairperson should be an active participant of the township. He thanked Ms. Mariani for being the chairperson but did not like how the information regarding the Summer Playground program was presented last year.

Dori Hammer, 305 N 2nd St – Ms. Hammer stated parents do pay a cost towards the outings plus spending money. She believes the program is a great opportunity at a great rate especially for parents who would not normally have these opportunities for the children.

Gina Mariani stated they have been discussing the 501C3 for Summer Playground and she is still waiting for the Township to provide what they would be willing to donate to the 501C3 towards the program. Ms. Rabuck stated she will have this on the February agenda for discussions.

Chris Geesey, 233 Market Street – Mr. Geesey stated he believes the cost to GEARS was \$32,000-\$33,000 when the Township dropped out of the GEARS program. He noted the board took the allocated amount to GEARS and allocated it to Parks and Recreation.

- XII. Executive Session - none

- XIII. Adjournment – Motion by Mr. Hawthorne, seconded by Mr. Williams to adjourn the meeting at 6:42 pm. Motion approved 5-0.

Respectfully submitted,

Jennifer Rabuck
Secretary