

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday, March 12, 2026
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, March 12, 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, and S. Jay Williams. Also, in attendance was, Solicitor Matt Crème and Secretary/Treasurer Jennifer Rabuck.

- I. The meeting was called to order by Ms. Mariani at 6:00 pm.
- II. Roll Call – Supervisor Douglas Hawthorne was absent.
- III. Announcements
- IV. Motion by Ms. Chapman, seconded by Mr. Mohr to approve the February 12, 2026, Regular Meeting Minutes. Motion approved 4-0.
- V. Presentation
 - A. White, Rudy LLC 2025 Audit Presentation – Phil Rudy and Shawn Carl were present to present the 2025 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 Mr. Mohr, seconded by Mr. Williams, to accept the 2025 Audit Report & Financial Statements by White, Rudy LLC and advertise the reports as required. Motion approved 4-0.
 - B. Deb Drury, Elizabethtown Public Library provided a brief recap of the year 2025 and spoke of the concerns regarding the decertification of passport application acceptance. She noted there is legislative to allow it again. Ms. Drury stated new card applications are up for Conoy Township and ½ of card holders are active. She also spoke of the implementation of a Library Tax for Lancaster County being asked on the General Election Ballot this year.
- VI. Public Comment – Charlene Grove, 620 Stackstown Road stated she is opposed to the library tax.
- VII. 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 – January 2026 Host Fee \$61,516.26; 30,155.03 Tons at \$2.04/ton
 - vi. Roadmaster
 - vii. Sewer Enforcement Officer (Quarterly)
 - viii. Sewer Engineer
 - ix. ~~SREMA~~ (pulled out of the consent agenda to be voted on separately)
 - x. Zoning Officer
 - C. Meadow Vista Dairy LLC – Preliminary/Final Land Development Plan & SWM Plan Release of Financial Security in the amount of \$136,320.00 with zero remaining balance per the engineers’ letter dated 03/09/2026.

Motion by Mr. Mohr, seconded by Ms. Chapman to approve the Consent Agenda items except for SREMA. Motion approved 4-0.

Mr. Frank Splain, EMA Coordinator, presented a list of items to be approved and purchased as part of the start up of the Susquehanna Regional EMA which included 4 desktop computers/monitors, 1 laptop computer, 3 desktop telephones, telephone line charge, 7 ALPHA numeric pagers, business cards, sweatshirts, and t-shirts. The Total for all items is \$12,737.79 with Conoy Township share of \$6,368.90.

Ms. Chapman had questions regarding the business cards and pricing of \$701.79. She believes the business cards could be purchased for less. There were also questions regarding the purchase of the computers and television. Mr. Splain stated the company that quoted the purchase was his oldest son’s business. Solicitor Crème noted that would

be a violation of the ethics act. Ms. Mariani stated she would be willing to shop around for the computers, monitors, television, and business cards.

Motion by Mr. Mohr, seconded by Mr. Williams, to approve the purchase of the 3 desktop telephones, telephone phone lines, 7 ALPHA numeric pages, sweatshirts, and t-shirts. Motion approved 4-0.

VIII. Old Business - none.

IX. New Business – none.

X. Discussion Items

Mr. Mohr inquired about the lost dog signs that are posted throughout the township. Ms. Chapman and Ms. Mariani stated the dog is still missing. It was suggested to have new signs posted to keep them fresh. Ms. Mariani stated she would contact the owner.

Ms. Chapman asked what the partnership with Masonic Village was. Ms. Mariani stated it is for Summer Playground to promote their rainbow girls' program and DeMolay program.

Ms. Mariani stated the Haldeman Mansion would like to install a historic plaque at Locust Grove Road and River Road. Solicitor Crème stated they would need to contact the Zoning Officer.

A. Grant Updates

- i. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Phase 1; \$320,000.00 – preparing easements, out to bid, PennBid Opening April 2, 2026.
- ii. Governor Stable Rd Bridge 1 & 3 – Application of the PennDOT Multimodal Transportation Fund Grant submitted; earliest award notification Nov. 2026.
- iii. Local Share Grants:
 1. 2024 F350 Crew Cab – was awarded at CFA 12/18/2025 meeting. Contract has been signed; waiting for final approval to purchase vehicle.
 2. 2025 Dump Truck & Mini Excavator and 2025 Bainbridge Fire Company Rescue Tools & Radios – submitted 10/27/2025, earliest award notification Nov. 2026.

B. Stackstown Park Completion Opening – Ms. Rabuck discussed holding a grand opening of the Stackstown Park. It was decided a grand opening would be held in May and a luncheon would be held for the volunteers of the project.

C. Summer Playground – Ms. Mariani stated it would be too hard to keep track of electronic payments for the activities. She agreed on electronic payments for registration fee. The non-profit group is working on insurance for the buses.

D. Planning Commission – Ms. Rabuck stated the Planning Commission is willing to research and do some leg work on Township issues. Steve Mohr Jr. gave a brief overview of what the Planning Commission would be willing to do. Solicitor Crème stated he would work with the Planning Commission at their next meeting to develop a specific list of items that may be needed.

E. Open Conversation Time with the Public – Ms. Chapman stated she would like to have an information gathering at the Conoy Community House on April 1st for the public to be able to meet her as a new Supervisor and ask questions regarding township topics. Mr. Splain asked if SREMA could also be involved so the public can learn more about them as well. Mr. Mohr stated the township used to hold an open house and invited other community services for the public to engage with. The Board agreed to hold an open house at the fire house with other service agencies for the public to learn more about what they do and who they are. The Board decided to look at May 6th from 5pm – 7pm and invite Police, Fire, MESA, EMA, LCSWMA, Perdue

F. Sewer Delinquent Accounts – Ms. Rabuck stated the township has put in place a collection policy, offered payment agreements, and tried to work with delinquent account holders. Ms. Rabuck stated the township currently liens delinquent properties and can also file lawsuits at the Magistrates office or through County Court against the person. Solicitor Crème discussed each option in more detail and the cost associated. The Board decided to only lien the delinquent properties at this time.

XI. Correspondence/Acknowledgements

- A. 2026 PA Hope Bike Ride Against Cancer Trail Event – Sunday, May 17, 2026.
- B. LCATS Annual Spring Meeting, Tuesday, March 31st
- C. MetEd LED Streetlight Conversion
- D. PennDOT Traffic Count on Municipal Roads
- E. 2026 Liquid Fuels Allocation Notification – Road Turnback \$5,160.00; Liquid Fuels Tax Fund \$148,257.89

XII. Public Comment

Paul Kunkle, 259 Locust Grove Road, asked who owned the land where the Haldeman Mansion wanted to put their sign. Mr. Mohr stated both the township and PennDOT have right of ways in that area. The township mows that area.

Dori Hammer, 305 N 2nd Street, spoke of the traceability of the cash with the Summer Playground program. She stated a double or triplicate receipt book would help with the record keeping. Ms. Mariani stated that it would be too time-consuming to write that many receipts. Solicitor Crème stated the recommendation from the auditors is the township develop a cash management protocol. By default, the process will remain the same until a consensus of the other board members is reached.

Charlene Grove, 620 Stackstown Road, stated there has been no enforcement of the Zoning Hearing Board Decision for 624 Stackstown Road. She wants to know who holds the Zoning Officer accountable. Solicitor Crème stated the Zoning Officer has the discretion because the Zoning Officers decisions can be appealed to the Board of Supervisors. She was instructed to reach out to the current Zoning Officer.

XIII. Executive Session – Ms. Mariani stated there would be an executive session to consult with the Solicitor on a pending legal matter.

XIV. Adjournment – Motion by Mr. Mohr, seconded by Ms. Chapman to adjourn the meeting at 7:25 pm. Motion approved 4-0.

Respectfully submitted,

Jennifer Rabuck
Secretary