

**CONOY TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
Thursday, June 11, 2026
6:00 p.m.**

A meeting of the Conoy Township Board of Supervisors was held on Thursday, June 11, 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 were, Solicitor Matt Crème, Secretary/Treasurer Jennifer Rabuck, and Roadmaster Bill Sager

- I. The meeting was called to order by Supervisor Mariani at 6:00 pm.
- II. Roll Call – All present.
- III. Announcements - None
- IV. Motion by Supervisor Chapman, seconded by Supervisor Mohr to approve the May 14, 2026, Regular Meeting Minutes. Motion approved 5-0.
- V. Presentation - None
- VI. Public Comment

James Smith, 36 Furnace Hill Rd, West Donegal Township - Mr. Smith inquired about the playground equipment that has been sitting on North Second Street in the Village of Bainbridge. He was interested in acquiring it.

The Board of Supervisor acknowledged that it has been sitting there since the renovations of the Bainbridge Elementary School, and not all the parts were there. The Board made a consensus to post the equipment on the website seeking offers as the value is less than required to bid it out.

- VII. Consent Agenda Items:
 - A. Bills
 - B. Reports (reports are available):
 - i. Financial/Payroll
 - ii. Bainbridge Fire Company
 - iii. MESA
 - iv. Police – Gina noted they are in contract talks and going through negotiations and the new contract is due by the end of the year.
 - v. LCSWMA – Waste to Energy Plant – April 2026 Host Fee \$59,258.35; 29,048.21 Tons at \$2.04/ton
 - vi. Roadmaster
 - vii. Sewer Enforcement Officer (Quarterly)
 - viii. Sewer Engineer
 - ix. SREMA
 - x. Zoning Officer

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

- VIII. Public Hearing

Solicitor Crème opened the public hearing at 6:05 pm. Michelle Parke, Stenographer was present. Solicitor Crème stated there are two separate Conditional Use Applications each seeking the construction of a single-family detached dwelling unit and a conditional use approval by the Board is required for such to occur.

Applicants and Consultants for the applicants Marc Grove, Stella Grove, Carolyn Mueser, Dave Keener, and Todd Smeigh were sworn in.

- A. Conditional Use Application 2026-2CU – Marc Grove requesting the construction of a single-family detached dwelling unit at 550 Stackstown Road (property to be subdivided)

Mr. Dave Keener, G.D. Keener LLC, advised Marc Grove was looking to subdivide 2 acres from the current farm located at 550 Stackstown Road and construct a single family detached dwelling on the new 2 acre lot. Preliminary hydro study and water sampling was completed. It was noted that the septic drain field can be in less than 2 acres. They will be providing stormwater to control the runoff from the proposed dwelling and driveway improvements. They will be applying to PennDOT for a Highway Occupancy Permit as Stackstown Road is a state road.

Supervisor Hawthorne asked if this property was in the land preserve and if this was the one lot that was allowed to be subdivided off. Mr. Keener noted it is and they have a letter from the Land Preservation Board acknowledging the project and their concurrence with the ability to subdivide this lot. The letter was marked as Exhibit A-1.

Solicitor Crème stated the request required the applicant to address the clearing and cutting of mature trees and hedgerows. Mr. Keener stated there may be some removal of dead trees, but the dwelling will be sitting in front of the mature trees. Solicitor Crème asked if they would be able to site the house, septic, replacement, stormwater management structures etc. without touching that hedgerow except to clean it up. Mr. Keener stated correct, they have done the stormwater testing on the lot, and in preparing for the planning module to submit to DEP the SEO was on site and prepared a report on the perc test. Solicitor Crème stated this lot is adjacent to an existing 3-acre lot and the new lot will be dimensioned in a way to be the same depth as the neighboring lot. Mr. Keener stated that was correct. It was noted that the additional approvals required are sewer planning, stormwater management, highway occupancy permit from PennDOT, and the subdivision/land development.

Supervisor Mariani asked what they were going to do with the land. Carolyn Mueser stated they are going to build their family home and it was stated they would help farm the land. Solicitor Crème stated they received one email from Tom Grove supportive of the application.

Motion by Supervisor Mariani, seconded by Supervisor Hawthorne to approve the Conditional Use Application 2026-2CU to permit the construction of a single family detached dwelling in accordance with Section 201.4.Q of the zoning ordinance and conditioned as proceeding as they described it and to get all the other necessary approvals as testified. Motion approved 5-0.

- B. Conditional Use Application 2026-5CU – Colin Hottenstein requesting the construction of a single family detached dwelling unit at 2319 River Road (ZHB approval received)

Mr. Todd Smeigh, D.C. Gohn, advised Colin & Faith Hottenstein were looking to construct a single-family dwelling on a 12+acre property they own. The property is currently farmed and does not include any other improvements. The site does include two wells and in the past, there was a home on the southeast corner of the property which was torn down. The parents currently farm the property and there is no intention to subdivide the property. Mr. Smeigh stated the property fronts River Road, and the rear of the property is steep and wooded as it slopes towards the railroad tracks. The plan is to build a 1300sf+/- home just beyond where Prescott Road narrows down keeping a short driveway clustering the home, future garage, and other improvements (stormwater management and on lot septic) trying to keep it less of an acre of disturbance minimizing impact on the farmable area.

Solicitor Crème asked if the property goes all the way to the railroad. It was noted that it does and the railroad has a large right of way. It was noted that Prescott Road was previously improved to the culvert and then narrows back down. The driveway to the property will be immediately after the culvert as there is less embankment in that location. It was noted that a highway occupancy permit is not required as access will be from a township road and there will be no access to River Road. Mr. Smeigh also

stated a sewage module as the lot exists so sewage planning would have occurred when the lot was created by LCSWMA. Solicitor Crème stated that sewer planning was for a much larger use and a much larger volume of outflow. Solicitor Crème stated they will need to complete stormwater management, install septic according to plan but no sewer planning module for the property, no subdivision but will conform to the construction code. He asked Mr. Smeigh if there was anything else. Mr. Smeigh acknowledged no.

Supervisor Mohr asked if the lot that was divided off for the previous house was added to this lot. Mr. Smeigh stated it is in the same deed, but he does not believe that it was added together. Solicitor Crème asked if it was the intention to be used as apart of the property. Mr. Smeigh stated yes. Solicitor Crème stated instead of going through an add on plan they could require a deed of combination which would allow the property to be assessed as a single parcel and combined for assessment purposes. The consequence of that is that if they want to separate it off, they would need to comeback with a subdivision plan.

Motion by Supervisor Moher, seconded by Supervisor Williams to approve Conditional Use Application 2026-5CU to permit the construction of a single family detached dwelling in accordance with Section 201.4.Q of the Zoning Ordinance subject to the Hottenstein's proceeding as Mr. Smeigh testified, obtaining all other necessary governmental approvals, and that if a deed of combination has not been done in the past that they do a deed of combination to remove the .3 acre parcel and merge it into the larger parcel subject to that deed being reviewed by the solicitor. Motion approved 5-0.

IX. Old Business - None

X. New Business

- A. Motion by Supervisor Hawthorne, seconded by Supervisor Williams to approve the ratification and approval of the COSTARS quote from National Gunite for the Black Swamp and Amosite Road Culvert Rehabilitation Project in the amount of \$105,961.00 from the Capital Reserve Fund (budgeted item) National Gunite has a prime contract through COSTARS (041-E23-026) which included Ancillary Services as they pay prevailing wages on this contract. Motion approved 5-0.
- B. Motion by Supervisor Mohr, seconded by Supervisor Hawthorne to approve signing the easement agreements with George Doyle and Brooke (Shearer) Hook for the Governor Stable Road Bridge 2 project. Motion approved 5-0.
- C. Motion by Supervisor Williams, seconded by Supervisor Chapman to approve a request from Bill & Colette McNitt, 1224 Sagerville Road, to grant a waiver from the 100' distance requirement between the well and septic system for an actual separation of 65' with all the risk and responsibility on the property owner. The SEO recommends the approval. Motion approved 5-0.

XI. Discussion Items

A. Grant Updates

- i. 2023 Multimodal Transportation Fund – Governor Stable Road Bridge Infrastructure and Realignment Bridge 2; \$320,000.00 – Preconstruction meeting was held on June 3rd.
- 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:
 - 2024 F350 Crew Cab – was awarded at CFA 12/18/2025 meeting. Completed contract has been received. Quote approved at the April meeting has been signed and submitted.
 - 2025 Dump Truck & Mini Excavator and 2025 Bainbridge Fire Company Rescue Tools & Radios – submitted 10/27/2025, earliest award notification Nov. 2026.

- B. Penn State Agriculture and Environment Center's Letter of Support for Grant. Motion by Supervisor Mohr, seconded by Supervisor Chapman to write a letter of support for their watershed grant. Motion approved 5-0.
- C. Deanna Banks request to install fishing vending machine at the Falmouth Trailhead – More information is needed. It was requested to have her attend the next meeting so she could provide more information.
- D. Request from Brian Witman to close Skipjack Way and Commodore Drive for a block party on Saturday, July 4th. He is requesting the use of barricades as they have done in the past. Motion by Supervisor Mohr, seconded by Supervisor Chapman to allow the use of cones and barricades to close the road for the block party on July 4th. Motion approved 5-0.
- E. SREMA disability policy with East Donegal Township for Volunteers while actively engaged in EMA duties. Ms. Rabuck stated East Donegal Township approved Plan 1 with an annual payment of \$1,063.00 per year to cover the SREMA volunteers with disability insurance while actively engaged in their activities. Motion by Supervisor Chapman, seconded by Supervisor Williams to approve Plan 1 with Provident for disability insurance for the SREMA volunteers while actively engaged in their duties. Yearly payment is to be split 50/50 with East Donegal Township. Motion approved 5-0.
- F. Governor Stable Park Pavilion Roof Quotes – Motion by Supervisor Mohr, seconded by Supervisor Williams to approve the quote in the amount of \$11,900.00 for an ABM Metal Roof by Sunnyside Roofing LLC for the Governor Stable Park pavilion roof replacement. Motion approved 5-0.
- G. Savvy Citizen & GOGov Citizen Notification systems – it was stated that this would be discussed during the budget process for next year.
- H. Planning Commission is willing to help update ordinance for recommendation to the Township Supervisors. For example, the Road Ordinance was last updated in 2005 or assist with Codification of Ordinances – last codification was 1985. Supervisor Mariani asked what the codification was again. Solicitor Crème stated the codification would take our ordinances and organize them by subject matter and make a searchable online database for anyone who wished to make an application could see our ordinances on their desktop. Supervisor Mariani asked what the price was. Ms. Rabuck stated it is roughly \$30,000 spread out over 3-4 years. This would be a multi-year project. Solicitor Crème stated then when ordinances are amended there are the ongoing costs with updating the codification. Supervisor Mariani said even though it's spread out over years, with the price of this too they need to wait for the budget as well. Solicitor Crème stated the Planning Commission's request is a good idea but everything that would be assigned will carry a price tag with it due to the involvement of updating ordinances.
- I. National Night Out – Tuesday, August 4th at Division Street Field.
- J. Summer Playground – Discussion regarding resident day rate prices were held as well as those that just want to come to playground for the crafts. It was noted that a waiver form would need to be completed. Supervisor Mariani would like to discuss the township's cost commitment for next year in August. It was noted that Supervisor Chapman will meet with Supervisor Mariani and those putting the non-profit together in August. Stephanie Sager stated the 501C3 application needs submitted to the state by July 20th to have approval for next year. Supervisor Hawthorne questioned if the 501C3 was formed if there is an issue with the bus insurance being different. Ms. Sager said that is correct and part of what she needs to work out. Supervisor Mariani said they have not got any satisfaction with bussing or insurance and that is why they have not filed already. Ms. Rabuck asked Solicitor Crème if there could be some sort of written agreement between the township and the non-profit where the township retains ownership of the busses, employees the CDL drivers for them, and then the township would invoice the non-profit for bills associated with those types of items. Solicitor Crème stated it starts with who the Supervisors want to run the program. The 501C3 can raise the money to support the program, solicit donations, and then donate them to the township for purposes of supporting the program but the

township runs the program. Or does the Supervisors want to end the program as a township run program and have the 501C3 do whatever it wants to do, and the township contributes to the 501C3 to run the program. The township can donate services to the 501C3 by having the road crew set up for the year, contract for bus service, and donate the bus services. It comes down to whether this is going to be a township program or a township supported program that a third party runs. Supervisor Mariani asked if they could complete the 501C3 for this July to just solicit funds. Solicitor Crème stated they needed to do that at a minimum if they are soliciting funds. If they only filed for soliciting funds, then the paperwork would need to be recompleted to run the program. He reiterated that the township has the same status under the township code as a 501C3 to solicitor donations. Ms. Sager stated if the 501C3 is not filed by July 20th it may still get approved to be able to start January 1st, but she cannot guarantee it. Discussion regarding the differences of insurance for the township vs a 501C3 were held. It was noted that the 501C3 would be put on hold and discussed in August at the meeting.

XII. Correspondence/Acknowledgements

- A. Nissley Vineyards – Application received for 8 lawn concerts on Saturdays from July 11, 2026, thru August 29, 2026, and one for September 12, 2026. Supervisors agreed to ok the application.
- B. York County Comprehensive Plan review period information
- C. LCATS Annual Supervisors Summer Event – July 30th

XIII. Public Comment

- XIV. Executive Session – Solicitor Crème stated an executive session would be held for potential litigation and consultation with the sewer engineer.

- XV. Adjournment – Motion by Supervisor Hawthorne, seconded by Supervisor Williams to adjourn the meeting at 7:20 pm. Motion approved 5-0.

Respectfully submitted,

Jennifer Rabuck
Secretary