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Chairman
533-3831

Jay M.Brandt
Vice Chairman
367-3667

Galen Shelly
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367-3722

**CONEWAGO TOWNSHIP
BOARD OF SUPERVISORS**

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JUNE 13, 2007

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS MINUTES

The Conewago Township Board of Supervisors held their regular monthly meeting on Wednesday, June 13, 2007. Those present were:

John Rochat	Galen Shelly	Jay Brandt
Shirley Bretz	Dolores Kuntz	Norman Miller
Jon Yost	Max Shradley	Robin Rowe
Anna Lehman	Joel Buckley	Katharine Flory
Ann Hitz	Mark Pestana	Larry Duckart
Kent Bachmann	Ralph Hoerner	

The meeting was called to order by Chairman Rochat at 7:34 PM.

MINUTES OF MAY 9, 2007- A motion by Rochat second by Shelly to approve the minutes of May 9, 2007 as submitted. Motion carried.

TREASURER'S REPORT – MAY 31, 2007 - A motion by Shelly second by Rochat to approve the Treasurer's Report dated, May 31, 2007 subject to audit. Motion carried.

EXPENDITURE REPORT – June 13, 2007 - A motion by Rochat second by Shelly to approve the Expenditure Report dated June 13, 2007 in the amount of \$43,863.47. Motion carried.

SUBDIVISION/ENGINEERING FEES REPORT – All up-to-date

PLANNING COMMISSION MEETING 5-21-07 – For Review Only

PUBLIC COMMENTS – Mark Pestana, Restoring Lot 15 in The Pines to original. (George Clopper) – The original owner Mr. Clopper wanted to pipe the existing drainage swale under his proposed driveway and tie in the existing culvert under White Pines Drive, which was never completed. Mr. Pestana wants to restore the lot, keep the contour of the land, save the trees, and return the lot to original. Proposal is to take the driveway out, clean up lot and remove the pipe, the contour of the hill would be 12 ft. above the water flow. The current situation in the bottom is not connected to pipe under the road, top of the pipe is not catching or carrying the water, and filling the land over the stream easement will destroy more trees and ruin the contour of the land.

A motion by Brandt second by Rochat to approve the removing of pipe, restoring easement to original plan, to include entering the land at the left of the stream easement and right of the utility. The Township Engineer stated they would also need to meet E & S requirements. Motion carried.

Camp Conewago 2007 – Robin Rowe, Director – The Conewago Elementary School PTO Camp Committee have been planning for the Summer Recreation Program for the children of Conewago Twp. This will be the 15th year for Camp Conewago! The camp is scheduled for two weeks, July 23-27, and July 30-August 2, 2007 and the theme is learning about the “every day heroes” in our community. This includes Hershey Fire Co, Life lion, Armed Services, and the State Police. They are asking Conewago Twp. to donate \$2,500 to this camp with the additional resources coming from registration fees. The amount requested has increased this year due to the increase in minimum wage laws. Ms. Rowe said they have always paid their counselors the minimum wage and would like to continue doing that.

Rochat stated the several residents asked why we don’t have summer camp all summer long. Ms. Rowe said she is thinking in the future that may be possible, since other schools in Lower Dauphin School Districts offer all summer programs. Rochat also suggested contacting Kathy Peffer, Communities that Care regarding the use of the Bookmobile Bus. Ms. Rowe also said she was pleased to receive the winter newsletter and would like to put an article for Camp Conewago in the next issue. (which was noted by Miller)

A motion by Rochat second by Shelly to issue a check to Camp Conewago 2007 in he amount of \$2,500. for the upcoming camp program. Motion carried. Rochat-Yes, Brandt-Yes, and Shelly-Yes

Kent Bachmann, Planning Commission (Comprehensive Plan Review) – Wanted to let the Board know how pleased he was with the turn out for Comprehensive Plan Review, and how rewarding the information received from residents in attendance. Lauren Zumbrun, Rettew handled the meeting well with 6 categories, she opened the meeting up with discussion of residents comments. Bachmann stated this reinforces the kind of plan we're working on. The next comprehensive meeting is in September and they will compile and summarize information received at this meeting. Rochat said Conewago is a unique township and we have many residents that care.

Ann Lehman – She asked Bachmann if he is the one that is up for re-election on the Planning Commission Board. She stated that Bachmann is doing a good job, as well as Ken Grubb who deals well with people and handling of the meetings.

Ann Hitz – Ridge Road – Ms. Hitz suggested checking the roads after a storm. She has had water problems after any rain, which runs across the road onto her property. This problem existed before Phase II Sewer project. She had to dig a ditch behind her house to get the water out of her basement. The flow of the water from Ridge Road takes all the water to Conewago Creek. Shelly stated there is a proposed retention pond in the area of the pump station. Rochat asked Miller, Road Master, and Engineer to check her property. This item is to be put on the agenda for July meeting with possible solution to correct this problem.

Larry Duckart – Mr. Duckart has the same problem as Ann Hitz, the water goes down his driveway, down the hill before Ann's house on the left side of the road.

PHASE II SEWAGE FACILITY UPDATE, RT. 743, Old Hershey Rd., (Act 537) -

Rochat stated the project is going well and is around 25% completed. They are working on Ridge Road at the present. It is planned to go down Rt. 743 to the school next.

PUMPING AGREEMENT FOR VACANT HOMES -Solicitor stated he had nothing to report.

PARK & RECREATION ADVISORY BOARD UPDATE, JASON PARMER,

CHAIRMAN – Rochat mentioned that Jason Parmer was unavailable for this meeting, but asked if the Board would approve someone from Rettew Associates to attend the Park & Recreation Meeting on June 17. They would like to discuss where the recycle bins will be relocated; where the actual pump station will be located pertaining to the Danny Fisher Park. Chairman Rochat requested Rettew to attend the meeting.

RESOLUTION FOR SPEED LIMIT (CHURCH ROAD) TO BE CONSISTENT WITH DERRY TWP. - A motion by Rochat second by Shelly to authorize the Solicitor to advertise and prepare the ordinance for speed limit change to 25 mph on Church Road. Motion carried.

REAPPOINT PLANNING COMMISSION MEMBERS, DAVE COBLE & KENT BACHMANN, 4 Year Term – Will Expire 4-30-11 - A motion by Rochat second by Brandt to reappoint Dave Coble and Kent Bachmann to the Planning Commission for a 4 Year Term which will expire 4-30-11. Motion carried

LIST OF REAPPOINTMENTS REQUESTED BY BOARD OF SUPERVISORS

Miller prepared a list of reappointments for the year 2007. Jay Book and Galen Hitz are due to be reelected or reappointed by 1-7-08. Nobody petitioned to be elected for these 2 positions. In the May 2007 Election on the ballot there were two write-in positions for Auditor, one for six (6) year term and one for four (4) year term. A write-ins name had to appear ten (10) times to be considered in the general election.

In the November 2007 Election the ballot will have the same positions, but only one write-in vote is needed to elect a person for each position. The write-in must state 4 year term or 6 year term next to the name to be any good. If no one gets at least one vote or the Dauphin County Election Board upon calling the winner in each category decides not to take the position than they go to the next in line (number of votes) until someone accepts. If nobody accepts it is up to the Board of Supervisors to appoint a successor within thirty (30) days. If that can't be done than the Vacancy Board will have fifteen (15) days to fill this position. If they cannot then the Court of Common Pleas will fill these positions..

WAIVER OF LAND DEVELOPMENT – 22-016-010, Garage over 800 Sq. Ft., Located at 1592 Old Hershey Road, Zoned – Commercial General – Dennis Meily – Mr. Meily is requesting to erect a 960 sq. ft. garage. The Planning Commission recommended a waiver request be granted, and said they will need to get proper permits.

A motion by Brandt second by Rochat to grant Waiver of Land Development subject to zoning and storm water issues. Motion carried

KOPPENHAVER/FOLTZ, SUBDIVISION PLAN – Formerly Lillian Batz, Parcel No. 22-003-024 – Zoned Residential Country, 10.11 Acres – Corner of Bachmanville Road and Schoolhouse Roads. This tract is approximately 11 acres being subdivided into 3 building lots plus the residual lot. The new lot size is approximately 2.5 acres. The Planning Commission recommended the following waivers. Section 403.1-Preliminary Plan, Section

KOPPENHAVER/FOLTZ, SUBDIVISION PLAN – Formerly Lillian Batz, Parcel No. 22-003-024 – Zoned Residential Country, 10.11 Acres, Continued – 606-Curbs, Section-607 Sidewalks, Section 613-503.3.A-Existing Road Improvement. They also recommended approval of Plan subject to the Township Engineers' comments dated 5-18-07 and subject to Dauphin County Comments dated 3-15-07.

A motion by Rochat second by Brandt to reject the plan, if no letter of extension is received within 48 hours, and subject to reasons submitted by the Engineer. Motion carried.

JOHN BUCK SKETCH PLAN, 3818 Roundtop Road, Parcel No. 22-005-077, Zoned Residential Country (Katharine Flory) – Ms. Flory wants to subdivide some land from John and Anna Buck (her parents) but recently it came to a standstill due to an existing DTMA manhole that is within 1000 ft. of where the land is located. The Planning Commission suggested she get quotes from excavators to see what the cost would be. She received a price of \$72,000, which is impossible financially. She is requesting that the township Ordinance 604, Sewer and Water Systems be waived, so that she can place an on site sewage system at the time of the land development. There was no action taken by the Planning Commission. The Supervisors agreed that the ordinance is meant for developers, and not a relative subdividing one lot.

A motion by Shelly second by Rochat to grant a Waiver of Land Development, that she will not have to hookup to DTMA sewage due to a cost factor and permit them to have their own on lot septic system. They will still need to follow the ordinance requirements of the Subdivision Plan. Motion carried.

DAUPHIN COUNTY CONSERVATION DISTRICT, ACT 167 STORMWATER MANAGEMENT PLAN – The Dauphin County Conservation District is developing Act 167 Storm water Management Plan for watersheds in the southern planning area of Dauphin County. Our municipality is located within this planning area. When completed, the Storm water Management Plan will serve as a framework and information source to assist the municipalities within the various watersheds in planning for and managing storm water runoff. The development of the plans calls for collecting critical data from a number of sources; a major source being municipalities. Therefore, they request that we complete the enclosed data collection questionnaire by June 22, 2007. The first meeting will be held on June 28, 2007 at 1: 00 PM. The location of the meeting is the Hummelstown Borough Building. They anticipate holding a total of six committee meetings.

A motion by Rochat second by Shelly to appoint Norman Miller, and Kent Bachmann as an alternate to attend the committee meetings. Motion carried.

LOWER DAUPHIN CONEWAGO ELEMENTARY COUNTRY FAIR – The 15th Annual Conewago Elementary Country Fair is fast approaching – September 22, 2007. This years elementary country Fair is a special fair because the school is celebrating its 50th anniversary of providing education to the children of our community. Their planning committee realized this annual Fair is probably the only community event for the citizens of Conewago Township. With the Township growing, they believe it is a great opportunity for new and established citizens to attend a community event to see what our school is about and to meet new people in a social environment. They would like to request the Township to sponsor the food stand for the same amount as last year \$500., a sign is placed at the booth recognizing your contribution to the Fair. A motion by Roachat second by Shelly to donate \$500. to the 15th Annual Conewago Elementary Country Fair to be held on September 22, 2007. Motion carried

NORMAN MILLER, DIRECTOR OF ADMINISTRATION –

Lower Susquehanna Center for Land and Water - Matt Royer, PA Attorney Chesapeake Bay Foundation is requesting inviting the Board of Supervisors and Planning Commission members of Conewago as a whole to join the coalition group, or just to continue to keep in the “the loop”. The establishment of the center as a regional force to galvanize area groups and local governments and engage local students and faculty will result in greater reductions in nutrient and sediment loadings to the Bay from the region. The Center is working on collaboration with area groups, local government, local colleges and schools will accomplish this using a three-pronged approach: Implementing stream restoration projects and agricultural and storm water BMPs, Strategic preservation planning and acquiring open space and farmland that provide important water quality functions, Developing and implementing comprehensive plans and ordinances that encompass smart growth and improved storm water management practices.

This is for the Board of Supervisors and Planning Commission to review before the next meeting, and should be put on the agenda for July.

Gates Road Update – Township Roads to Have Preventive Maintenance in 2007 – Request for Approval for Bids - Miller would like to get bids for township roads needing maintenance. He would like to explore a lot of options, opinions and we need to put this into a mode to start next year (Feb.2008). The bridge and culvert work to take care of water issues can be done this year. Mr. Miller is requesting approval to get bids for township roads needing maintenance to include Gates Road, Meadow Lane, Mapledale, Prospect, Chestnut, Mill Rd., Beagle, Elm Rd. to go out for bids with approximate total footage of roads is

NORMAN MILLER, DIRECTOR OF ADMINISTRATION, Continued –

Request for Approval for Bids for Township Road Maintenance, Continued –

39,072 ft. He would like to bid several ways, single coat, double coat seal, micro surfacing, and would like to advertise for Friday 6-20-07 and 6-25-07, in the local paper and the Patriot-News. Several options are available for us on Gates Road that needs to be explained further, so I am requesting we delay Gates Road this year and put it in a mode to start early next year (Feb.2008) for the road part. The successful bidder if selected will be required to do roads as per Township Board of Supervisors selection. Brandt suggested checking Hertzler Road, Koser Road, and White Pine Road. Sealed bids would be received 7-11-07 at 1:00 PM and at the Board of Supervisors meeting 7-11-07, 8:00 PM, the Board will decide which roads will be done and what type of maintenance selected.

A motion by Shelly second by Brandt to authorize Miller to advertise for bids for maintenance of township. Motion carried

Bid Approval – Request of Furniture Replacement (Office of Secretary & Treasurer Only) - The old office furniture has been used since 1974. Miller looked at 5 bids for office furniture, all with similar prices. Commonwealth Business Technology was lowest bid by \$200., and was a better quality, but Miller felt they were not qualified because of a conflict of interest with him and a supervisor. Ludwig Company and Commonwealth Business Technology were state contract bids. Miller is satisfied with Hershey Staples Office Furniture bid and they have a 10 year warranty plus 3yrs on site repair of damages and part replacement.

A motion by Shelly second by Rochat to order office furniture from Hershey Staples in the amount of \$4,213.31. Motion carried. Rochat-Yes, Brandt-Yes, Shelly-Yes

Bid Approval – Request of Computer System Replacement – Miller took a look at several systems which would serve Conewago computer needs and looking at the Auditors Reports with issues of computer safety and security and backups. He has three proposals: Computer Integration Group, Inc., Quote \$13,950.70, limited fire-wall; EZ Solution Corp., Quote \$13,563.26, has no backup power supply to serve; Laser Supply Co. & Design & PennLantic, has the best quote of \$14,553.02, which includes tape backup, hardware for fire wall and other issues that in Miller's opinion made the best offer.. Laser Supply & Design is the Computer Co. PennLantic is the Installer & Tech Representative for Laser Supply.

A motion by Rochat second by Shelly to go with the State Contract/Co-Star from Laser Supply Co. & Design, and PennLantic in the amount of \$14,553.02. Motion carried. Rochat-Yes, Brandt-No, Shelly-Yes.

NORMAN MILLER, DIRECTOR OF ADMINISTRATOR, Continued - Bid

Approval – Request for Tractor & Mower Replacement – Miller stated this is a summary of tractors and equipment replacement to be reviewed by the Board for next month. These bids are not for approval or disapproval at this time, there are 3 state bids to review and he has concerns with present equipment and safety. Miller would hope that any questions on these summaries would be addressed before the next BOS meeting, so we can move forward on these issues.

Employee Resignation – Terminate Insurance, Health, Disability, Life- Blaine Youtz, volunteered to resign and is now employed by Mt. Joy Township. Miller would like the Board to review the draft of a Job Description for Road Crew to approve and adopt at the July meeting. Miller would like the job description completed in case we decide to replace the Road Crew position.

RESOLUTION OF HILLS OF WATERFORD DEDICATION OF ROADS – Jon Yost, Solicitor – The Solicitor prepared the Resolution for Hills of Waterford Dedication of Roads which include Ballyshannon Rd., Westhampton Terrace, Glenmede Rd., Castle Maine Court, and part of Roundtop Road.

A motion by Rochat second by Shelly to adopt Resolution 2007-4 for Dedication of Roads in Hills of Waterford. Motion carried.

Miller asked at 9:40 PM to go into Executive Section for personnel matters and will return from the Executive Session to close the official meeting. The public meeting reconvened at 10:25 PM and no official action was taken in the Executive Session. The Executive Session was held for personnel issues and discussions of those issues. Chairman Rochat reopened to the public meeting

A motion by Rochat second by Shelly to give a mid-year salary increase to be effective 7-1-07 to Shirley Bretz and Dolores Kuntz in the amount of \$750.00. Motion carried. Brandt-Abstained

A motion by Rochat second by Shelly to adjourn at 10:30 PM. The next regular meeting is July 11, 2007. Motion carried.

Respectfully submitted,

Shirley A. Bretz
Township Secretary