

John D. Rochat
Chairman
533-3831

Jay M.Brandt
Vice Chairman
367-3667

Galen Shelly
Road Master
367-3722

**CONEWAGO TOWNSHIP
BOARD OF SUPERVISORS**

3279 Old Hershey Road
Elizabethtown, PA 17022
Tel. No. (717) 534-8556
Fax (717) 533-6643

Norman Miller,Dir.
Administration

Shirley Bretz
Twp.Secretary/
Asst.Treasurer

Dolores Kuntz
Treasurer/
Assistant Secretary

SEPTEMBER 12, 2007

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS MINUTES

The Conewago Township Board of Supervisors held their regular monthly meeting on Wednesday, September 12, 2007. Those present were:

John Rochat	Galen Shelly, Absent	Jay Brandt
Shirley Bretz	Dolores Kuntz	Norman Miller
Jon Yost	Max Shradley	Rosalie Sarfert
Randy Wright	Joel Buckley	Paul Zimmerman
James Hartman	Melanie Stutzman Ricci	Al Ricci
Brian Shank	Elvin Hitz	Dean Wehry
Loren Bowen		

The meeting was called to order by Chairman Rochat at 7:30 PM.

MINUTES OF AUGUST 8, 2007- A motion by Rochat second by Brandt to approve the minutes of August 8, 2007 as submitted. Motion carried.

TREASURER'S REPORT – AUGUST 31, 2007 - A motion by Brandt second by Rochat to table the Treasurer's Report dated August 31, 2007. Motion Carried.

EXPENDITURE REPORT – SEPTEMBER 12, 2007 - A motion by Rochat second by Brandt to approve the Expenditure Report dated September 12, 2007 in the amount of \$29,656.35. Motion carried.

Miller asked for approval to pay the bill for Martin's Paving, Inc. out of the State Account for chipping and oiling the roads, and possibly may need to vacuum a mile of road in the development. Brandt stated they did a good job. A motion by Brandt second by Rochat to pay Martin's Paving, Inc. from the State Account Liquid Fuel in the amount of \$99,445.20. Motion carried.

SUBDIVISION/ENGINEERING FEES REPORT – Toll Brothers, Kevin Devine (Landis Kreider) bill overdue for engineering fee in 3-06. Rochat asked if there is some kind of mechanism we could do in the future to be able to charge a service charge or have developer put money in escrow for engineering fees for the township. The solicitor said the engineer would estimate the amount to be in escrow, and if the engineering fees are more, we would have to ask for more money to be put in the escrow account

PLANNING COMMISSION MEETING AUGUST 27, 2007 – For Review Only

PUBLIC COMMENTS – **Rosie Sarfert** – She said if a developer went into bankruptcy, it would be a good idea to have something set aside, so the township would get reimbursed. Rochat stated that she is speaking as a resident and also as a board member on the Zoning Hearing Board.

Michelle Ricci, Lone Ranger Motorcycle Co. – Mrs. Ricci attended the August 8, 2007 meeting and in their letter dated August 21, 2007. stating from them the concerns raised about their motorcycle repair business. The Supervisors reviewed the letter, but the Solicitor needs to determine from the original conditional use what the conditions were, and to determine if they are allowed to inspect motorcycles. The Solicitor will review the letter and the copy of the decision and, give them an answer at the next meeting.

PARK & RECREATION ADVISORY BOARD UPDATE, Jason Parmer, Chairman, - Nothing to Report

PHASE II, SEWAGE FACILITY UPDATE, RT. 743, Old Hershey Rd. (Act 537) – Rochat said their about finished putting laterals on Roundtop Road, and they plan to complete road paving by the end of October.

PUMPING AGREEMENT FOR VACANT HOMES – Solicitor said it isn't finalized yet; he is still working on it.

BEILER-ZIMMERMAN FINAL SUBDIVISION PLAN – Zoned Ag., Parcel 22-014-019, Formerly Ruth Long, 7 Lots – Lake Roeder Engineer stated since the last meeting notes were added to the plan regarding number of lots, a cost estimate of financial security, had 5 speed limit signs shown, but needed one more sign, for left hand turn onto Koser Road. They had a site meeting concerning lots 4, 5, and 6 to revise the grading and widen swale to minimize the amount of the driveway. There are 2 notes added pertaining to the road widening waive for Lots 2, 3, 4, 5, 6 and 7, that the lot owners would be responsible for improvements for road frontage, and bonding required for storm water would be in conjunction for building permit. Mr. Zimmerman can only sell (1) lot per year because **BEILER-ZIMMERMAN, SUBDIVISION, Continued** - because of the clean and green requirements. Solicitor Yost suggested that 2 notes be put in the agreement and recorded

with the subdivision plan. Engineer Shradley reviewed the Financial Security Estimate dated 9-12-07 for Beiler-Zimmerman Final Subdivision Plan prepared by Lake Roeder Hillard & Associates. Based on the engineer's review the amount is acceptable, therefore, it is recommended that the amount of the financial security be set at \$65,384.00 with the condition that the developer's engineer provide the Township a signed and sealed estimate.

A motion by Rochat second by Brandt to approve the waiver for road widening with the condition the agreement is written up and approved by our solicitor, as well as recorded on the deed pertaining to the transition and is worked out to be satisfied by township solicitor. Motion carried.

A motion by Rochat second by Brandt to approve the Final Plan for Zimmerman-Beiler on the condition the Park & Recreation Fee is paid, agreement of waiver and understanding of financial security is satisfied with solicitor and executed surveyor's signature seals and ownership notarized, and proof of approval of the Planning Module and posting of stop signs for speed limits. Motion carried.

DEAN WEHRY PRELIMINARY FINAL SUBDIVISION – 506 Gates Road, Hershey, PA – Zoned Res. Country, Subdivide 1-4 Acre Lot from Existing 31 acres for Single Family Dwelling – Mr. Wehry asked for a written request for waiver of the requirements to provide roadway improvements along Cedar Road based on the justification that the roadway is currently improved to a 20' width in good condition. He would like to see the ROW on Gates Road as a separate issue, and said the Hershey Trust, Kuntz property; ROW should be in order and attached to the subdivision for Cedar Road. Miller stated if we go 20' to 22' width the bank would be next to the side of the road and would be too steep. Miller said if we didn't do the roads and take 2 trees out, we would take that as the ROW, and paint lines so he knows if it should be 9.7' or 9.4'.

They completed a limited summary appraisal report of 1 acre "buildable" lot located on Cedar Road by Nelson L. Ebersole. Mr. Ebersole warrants a Market Value as of 9-12-07 for a "Buildable acres" of land in the amount of \$54,000. Based upon the criteria set forth in Ordinance 2006-1, Parks & Recreation Ordinance the minimum area requirement for land to be dedicated for a single family development (one lot) is 0.06 acres of land. The fees in lieu of park land dedication are \$3,240 (54,000 x 0.06% acre).

Items need for this subdivision is proof of Erosion and Sedimentation, Signatures and Seals, Dedicatory Statement signed and notarized with a revised statement in accordance with Exhibit I, Proof of Planning Module approval, Park & Recreation fee, SEO approval and review of 2 sets of perc tests. Mr. Wehry and Mr. Miller will let the Township Solicitor know what was agreed on so the solicitor can draw up an agreement to be attached to the subdivision before the next meeting. Rochat stated that a 60 day Extension for the Wehry

DEAN WENRY PRELIMINARY FINAL SUBDIVISION PLAN, Continued - Subdivision Plan was received on 9-12-07 and the Board of Supervisors granted that extension.

APPOINTMENT OF CONEWAGO TWP. TAX COLLECTOR UNTIL DECEMBER

31, 2007 – Rochat stated on the agenda it is labeled as an appointment, it is not an appointment we need to authorize the signing of the Petition to Court of Common Plea's. The Township Solicitor suggested signing the affidavit for the vacancy board and as a supervisor. The petition is proposing to appoint Loren Bowen who is currently the Londonderry Tax Collector and previously filled a vacancy for Conewago in 2004. He is experienced in that area and his job would be to collect those taxes that were issued prior to the date of death of Tina Shuman (7-20-07). He has been retained by Dennis Shuman, Executor for Tina Shuman to finish collecting taxes prior to her death that weren't collected.

A motion by Brandt second by Rochat to execute the affidavit for the Petition of Court of Common Pleas to fill the Tax Collector position. Motion carried.

Loren Bowen stated he had already processed 3/4 of million dollars of taxes, but he need a letter to the Wachovia Bank stating he has been appointed as the Acting Tax Collector, to collect the taxes for the 2007 year. He said that the letter would allow him to deposit checks made out to Tina to be deposited in his account.

A motion by Brandt second by Rochat to authorize the solicitor to prepare a letter for Loren Bowen, Acting Conewago Twp. Tax Collector to Wachovia Bank and to authorize Norm Miller or Shirley Bretz to sign letter. Motion carried.

GYPSY MOTH SPRAYING PROGRAM FOR 2007-2008 – The Township received a letter dated 8-27-07 from John Orr, District Manager, and Dauphin County Conservation District. The Gypsy Moth Suppression Program Municipal Participation Form must be returned by October 1, 2008, because shortly after that date they will notify residents who have requested to be sprayed if they meet or do not meet requirements. There were 10 properties from Conewago Township who want to participate. The local government cost for this program has been established by DCNR to be \$17.00 per acre. The Dauphin County Commissioners have committed to paying \$8.50 of this amount, and the remaining \$8.50 per acre cost within our municipality the township will pay.

A motion by Brandt second by Rochat to participate in the Gypsy Moth Spraying Program for 2007-2008 and agree to pay the \$8.50 for the municipal portion for residents in Conewago Township who requested spraying for gypsy moth. Motion carried.

NORMAN MILLER – REPORT

MUNICIPAL WINTER SERVICE AGREEMENT FOR 2007-2008 FOR SNOW REMOVAL - RESOLUTION FOR MUNICIPAL WINTER TRAFFIC SERVICES

AGREEMENT 2006-2007 - We received the Municipal Winter Traffic Service Agreement on from PENNDOT. Exhibit "A" shows the cost for the new season for Conewago Township in the amount of \$ 19,972.68, which is for the township to plow 16 miles of state road. Miller stated that if there were an accident this is a liability issue and the township is responsible for ice and snow removal.

A motion by Rochat second by Brandt to authorize and accept Resolution 2007-8 for the 2007-2008 Winter Traffic Service Agreement for Snow Removal. Motion carried.

PA TURNPIKE PT SERVICE CENTER – PROPERTY LINE – Miller said when you look at border line of the print-out the mark through ¼ of the small area is owned by the township, but the sewer treatment plan is 100% on Conewago Township land. The question Don Parmer, Zoning Officer is the turnpike called him about removing the service plazas and rebuilding a new plaza on the same footprint, but the building will be larger. The Contractor needs to know since it is split between two townships, do we want the land planning and permitting, as well as Londonderry Twp. Rochat stated it should be delayed and they should come to us when turnpike sells it.

LINE PAINTING – Miller has an agreement with South Londonderry Twp., and he is working with West Shore Council of Governments to tag along with South Londonderry. They got a price from Office Space & Control Company from Fayetteville, PA. Miller looked at contracts awarded from other townships, and the state price for white lines was .037, and yellow lines are .07. The double yellow lines would be reimbursable if the township had extra funds. Miller is asking for the minimum of roads to be done, but the Board needs to set the amount.

A motion by Rochat second by Brandt to authorize painting of lines up to \$15,000 for the roads that Miller & Brandt determine what needs done. Motion carried.

SITE DISTANCE AT SCHOOLHOUSE & CEDAR ROAD UPDATE – Suggestion from PENNDOT (Kevin Lyter, Assistant Maintenance) to put a 4-way stop sign at that intersection – Miller talked with Dave Mullin, PENNDOT and he indicated the last thing they want to do is put a 4-way stop sign. He would rather we do other things such as the site problem, and make sure you have a code in place, so the citizen needs to keep the grass mowed. Miller talked to the owner and he is in favor of moving soil from area on the corner where site distance problem is when grass is getting higher and clean the ditch along the road. Rochat suggested if it is in Township ROW than it is our responsibility, but if the **NORM MILLER REPORT, Continued**

SITE DISTANCE ON SCHOOLHOUSE & CEDAR ROAD, Continued - hazard is on his property, we can force him to cut down grass, and if he doesn't, we can send our

crew and bill him for the cost.

CATHY SCOTT, GIRL SCOUT MEETING AT TWP. BUILDING ON 2ND & 4TH TUESDAY – They would like to request using the Conewago Township Building as a regular meeting place for their Cadette Girl Scout Troop 22-1032 from the newly named Girls Scouts in the Heart of PA Council. There are eight girls regist

ered in their troop and they are in 6th and 7th grades. They would like to meet the 2nd and 4th Tuesday of each month, and have the meeting place available from 6:00-9:00 PM. They understand their meeting would need to be postponed if the Township has a need for the room.

A motion by Rochat second by Brandt to authorize Norm Miller to work with Cathy Scott, as long as the dates don't conflict with the township. Motion carried.

Dolores Kuntz – She said the Hills of Waterford Home Owners Association called to change their meeting date and she wasn't aware that they met here. Shirley Bretz said they have been meeting at the township ever since the Homeowners Association was formed. Bretz also said the Conewago Watershed Association meets here, and that she does not give permission for anybody to meet at the township building without permission from one of the supervisors.

A motion by Rochat second by Brandt to authorize the Hills of Waterford Homeowners Association to meet at the township building as long as it doesn't conflict with the township schedule. Motion carried.

JOB DESCRIPTION – LABORER & DRIVER POSITION– Miller would like the Board to approve to advertise for a fulltime, 40 hrs week, with Overtime as needed. He did make one change under preferred qualification he had it under necessary soft skills and they must hold a current PA Pesticide Certification category 10 and 23. Commercial for roads and ROW for commercial spraying and put it under preferred qualification and not as a mandatory skill.

A motion by Rochat second by Brandt to accept the Job Description for Laborer-Driver position as submitted. Motion carried.

A motion by Rochat second by Brandt to advertise within the next week for Laborer-Driver Position in preferred papers (The Sun, The Elizabethtown Chronicle, The Merchandiser) and Norm Miller will review and call old applicants to see if they may be interested in the position. Motion carried.

John Rochat – A motion by Rochat second by Brandt that Norm Miller should notify Donald Parmer, Zoning Officer that he be requested to attend every Zoning Hearing Board Meeting on behalf of the Supervisors. Motion carried.

John Rochat – Stephanie Ebersole, Chairman of the Conewago Elementary School Fair, has concerns about parking this year, because this is the 50th Year for the School Fair. They plan for a larger crowd and they plan to park them on the lower baseball field. Miller talked to the State Police and they suggested getting the Fire Police to patrol the area from 9-3 PM. This isn't a township problem, but it is a community one, so the Board ask Norm Miller to followup on this issue.

REQUEST EXECUTIVE SESSION FOR EMPLOYEE & EMPLOYMENT POLICY –

A motion by Rochat second by Brandt to go into Executive Session at 10:13 PM for personnel matters and will return from the Executive Session to close the official meeting. Motion carried.

The public meeting reconvened at 11:10 PM and no official action was taken in the Executive Session on discussion of personnel issues.

A motion by Rochat second by Brandt to adjourn at 11:12 PM. The next regular meeting is October 10, 2007. Motion carried.

Respectfully submitted,

Shirley A. Bretz
Township Secretary