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Chairman
533-3831

Jay M.Brandt
Vice Chairman
367-3667

Galen Shelly
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**CONEWAGO TOWNSHIP
BOARD OF SUPERVISORS**

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**Norman Miller,Dir.of
Administration,Road
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Twp.Secretary/
Asst.Treasurer

Dolores Kuntz
Treasurer/
Assistant Secretary

MARCH 11, 2009

CONEWAGO TOWNSHIP BOARD OF SUPERVISORS MINUTES

The Conewago Township Board of Supervisors held their regular meeting on Wednesday March 11, 2009. Those present were:

John Rochat	Galen Shelly	Jay Brandt
Shirley Meyers	Norman Miller	Jon Yost
Dolores Kuntz	Max Shradley	Rosalie Sarfert
Joel Buckley	Joel McNaughton	Fran McNaughton
Jonathan Crist	Dan Tredinnick	Tracy Zeiset, The Sun
Steve Sherk	Pete Czuday	Barb Miller, The Patriot
Gary Painter	Dave Shaak	Scott Ihn
Tim Mellott	Virginia Graybill	Frank Graybill
Don Parmer	Shirley Weaver	Unknown Person

MINUTES OF FEBRUARY 11, 2009 - A motion by Shelly second by Brandt to approve the minutes of February 11, 2009 as submitted with correction on page 5, Correct spelling on Down, and Page 11, Change time to 10:30. Motion carried.

TREASURER'S REPORT, FEBRUARY 28, 2009 - A motion by Shelly second by Rochat to approve the Treasurer's Report dated February 28, 2009 subject to audit. Motion carried.

EXPENDITURE REPORT, MARCH 11, 2009 - A motion by Shelly second by Brandt to approve the Expenditure Report dated February 12, to March 11, 2009 in the amount of \$33,910.40. Motion carried.

SUBDIVISION/ENGINEERING REPORT - All up-to-date, except for Quality Inn SD, Rt. 743, reminder was sent 3-2-09.

PLANNING COMMISSION MINUTES, February 23, 2009 - For Review Only

PUBLIC COMMENTS – Request to Fill the Vacancy of Township Auditor Position and Introduction of Gary Painter – A vacancy occurred in the position for Township Auditor because of the death of Jay Book. Donald Parmer, Chairman of the Vacancy Board recommended Gary Painter for the Township Auditor position. A motion by Rochat second by Shelly to appoint Gary Painter to fill the vacancy for Township Auditor for the remainder of the term. Motion carried. Parmer, Yes; Brandt, Yes; Shelly, Yes; and Rochat, Yes. Motion carried.

Oak Ridge Manor, New Sketch Plan (Formerly Evelyn Farver) Change of Subdivision – At the Supervisors 12-10-08, meeting the BOS authorized the Solicitor to prepare an agreement with certain conditions. The original subdivision plan was approved in 1973. The Board agreed they don't have to meet the minimum lot size of 1.5 acres, the 50 ft. utility setback line, and Evelyn Drive will not meet the current 600 ft. ordinance requirements for a cul-de-sac street.

Stephen Sherk, Engineer, from Steckbeck Engineering and Surveying, Inc., is here to see if they can proceed with the 1973 ordinance with certain conditions. They did a survey on the subject tract and found problems which include the presence of an underground pipeline and large wetlands not shown on the original subdivision plan. The road and arrangement of lots were modified to better fit the site conditions. There will be two (2) less lots, the length of the cul-de-sac was also shortened to less than 500 Ft., none of the proposed lots will require direct access to Ridge Road, and the lots will hookup to sewer with lower pressure system. The right-of-way reserved for a future extension of Evelyn Drive to the adjacent property of Jacob and Nancy Hitz was eliminated. This future extension appears impractical due to the presence of large wetlands in the northeast and northwest corners.

The solicitor stated this is the first time we saw this sketch plan, if this plan is better than what we first looked at, the solicitor and engineer need to analyze the draft agreement to see what conditions were agreed and what may need to change. The Board tabled this sketch plan until the next meeting, so the engineer can review, what the difference are and whether this is an improvement. Depending on changes this plan may have to go back to Planning Commission for waiver of curbs and sidewalks.

Frank Graybill, Concerns Regarding Turning Lane, Rt. 743, (Hershey Free Church) – The Graybill's are here tonight because they were approached by the Hershey Free Church regarding part of their land for a turning lane, so the church can move ahead. The Township received a plan on 3-9-09 from Hershey Free Church. Mr. Miller stated the road was to go on the church side, but PENNDOT refused, and the comments are they want an easement on both sides of 75 Sq. Yds. from Graybill's field. The engineer stated Old Hershey Road ties into Rt.743 (State Road) at the "Y", and would be a safety issue for improvement for the current intersection. Miller suggested that the Graybill's look at the Hershey Free Church Plan, and he will give them PENNDOT'S number to follow-up on the easement. The church needs to acquire the easement before they can move forward.

PARK & RECREATION – Dan Tredinnick, Chairman – Re: Camp Conewago - Tredinnick was at the February meeting of the BOS to discuss working with the Township Administrator regarding advertising and soliciting a sub-contractor to run Camp Conewago. He checked with other municipalities in the area to see how they handle their summer programs. The smaller townships such as South Hanover, Perry County handle their program like we want to; the counselors are paid as a sub-contractor usually around \$500-600., for their services. The larger townships such as Derry Twp. Palmyra, and Lebanon have full-time Park & Recreation employees, and one of them operate the summer program. He checked on an insurance policy for Camp Conewago with a stand alone cost of \$500., and Miller tried unsuccessfully to get a rider on the existing township insurance because Mr. Chubb was gone most the month. The camp is for 2 weeks, 4 days, Monday thru Thursday from 9:00 AM to 12:00 PM. The Township Administrator would write the checks for sub-contracted counselors for accountability of time sheets.

Tredinnick is recommending the same support from the township in the amount of \$2,500., and the Principal from Conewago Elementary School assured the use of school property for the week of 7-27-09 and 8-3-09. Miller stated we need to advertise for a Camp Director, as soon as possible with a screening committee consisting of Chairman Tredinnick, Norm Miller and at least one of the Supervisors. This committee would come back to the BOS with background checks for any applicant with recommendation who to hire.

A motion by Rochat second by Shelly to authorize Norm Miller to advertise for a Camp Conewago Director in conjunction with the Park & Recreation Board, the selecting committee will make a selection of persons and notify the BOS of the candidate selected with their background check. Motion carried.

JEAN K. ZELL FINAL MINOR SUBDIVISION PLAN, ZONED AG., PARCEL 22-012-013, 3519 MILL ROAD - (Waiting for Park & Recreation Fee (Plan Needs to be Reapproved). Jean Zell paid her Park & Recreation Fee of \$9,180, and this plan is ready to be recorded. A motion by Brandt second by Shelly to approve the Jean Zell Final Minor Subdivision Plan subject with the same conditions as before. Motion carried.

EBERSOLE EXCAVATING PRELIMINARY/FINAL LAND DEVELOPMENT PLAN, Residential Country 5556 Ridge Rd., Elizabethtown, PA, Parcel 22-006-027- and 22-006-028. (Granted Extension Received by Township until 4-27-09) – The only item needed for this plan is Financial Security of \$15,600, and this plan is ready to be recorded. A motion by Shelly second by Brandt to table Ebersole Excavating Preliminary Final Land Development Plan to the April meeting, and review the Stormwater Agreement. Motion carried.

CREEKSIDE MEADOWS PRELIMINARY SUBDIVISION PLAN– Zoned Residential Country, 1779 Deodate Rd., Elizabethtown, PA (Formerly Michael Costik Farm) Parcel 22-015-001 – (Planning Commission Turned Plan Down. They recommended that BOS not approve the Plan because it doesn't meet the Ordinance of 1,000 Ft. Road Frontage.

(Plan Review Good until 4-9-09) – Joel Naughton, Tim Mellott, Mellott Engineering, and Francis McNaughton represented Creekside Meadows. Joel McNaughton gave a brief description of discussion at the February meeting. He stated this is 107 acres, Zoned Residential Country with 1.5 minimum lots, borders Deodate Road on the north and Rt. 283, and a small portion in Londonderry Township. They are proposing 33 single family detached lots between 2.79 acres (based on nitrate study) ranging upward to 11 acres. The percs and probes location were approved by the SEO, there will be on lot sewage and water, they propose 2 public roads to Deodate and an extension of London Ave. in Londonderry Twp.

In addition Mellott Engineering resubmitted plans and various supporting documents requested by the Township Engineer. After the February meeting as requested field delineation of the center lines of the proposed roadway were marked so the Board members could review those roads. The main issue tonight is the intersection separation distance of the subdivision and land development of 1,000 Ft. apart on major streets. Two of the proposed roads are 755 ft. apart which Mr. Naughton feels is adequate sight distance. The township stated the 1,000 Ft. distance is required and does apply in this situation.

After much discussion, Rochat stated this is not a unique situation because there is an alternative to use London Ave. (Londonderry Twp.) which would will meet the 1,000 ft. ordinance. Miller stated he could see cornfields along the roads, which would hamper the sight of the second driveway as it relates to the curve in the road.

A motion by Brandt second by Rochat to not grant the waiver and to maintain the 1,000 ft. distance between the roads. Motion carried.

They asked for relief of waivers of curbs and sidewalks, since Planning Commission denied the Creekside Plan. This plan will need to go back to Planning Commission on March 30, 2009, with Engineer Shradley's comment letter from BOS meeting 3-11-09, and for their consideration on wavier of curbs and sidewalks.

LANDIS H. & ARLENE M. KREIDER PRELIMINARY MAJOR SUBDIVISION PLAN – (Toll Brothers, Inc.) 3825 Roundtop Rd., Elizabethtown, Tax Parcel 22-001-051, Zoned Residential Country . The Board of Supervisors recognized the extension until 4-9-09. – This plan is tabled until the April meeting.

JOHN N. & FRANCES H. HERTZLER FINAL SUBDIVISION, Lot Add-On & Land Development Plan, 676 Hertzler Rd., Elizabethtown, PA, Parcel 22-018-007, Zoned AG, Extension Good Until 2-25-09. (Jeff Reitz Granted Extension until 5-25-09, - The Board of Supervisors recognized the extension until 5-25-09). This Plan is tabled until the April, 8, 2009 meeting

MT. CALVARY CHURCH SUBDIVISION PLAN – BOS APPROVED PLAN 9-10-08 – Plan Not Recorded Due to Conditions Not Met (Financial Issues) – The Board of Supervisors recognized the extension until 5-11-09. - This Plan is tabled until the April 8, 2009 meeting.

LAMAR KOSER FINAL SUBDIVISION PLAN, PARCEL 22-018-013, Zoned Residential Country, 2535 Mill Rd., Need Escrow for Financial Security, (BOS Approved Plan 7-6-08). This Plan needs to be reapproved. Mr. Koser paid Financial Security of \$2,100.00 by check on 3-2-09. A motion by Brandt second by Shelly to Approve Lamar Koser Final Subdivision Plan subject to the same condition as before. Motion carried.

ROAD MASTER REPORT – Norman Miller

Road Salt – Ordering for 2009-2010 Year – Miller showed the road salt history for 2008-2009, as of 3-4-09 the township used 792 tons. We have 125 tons left in the storage shed. Co-Star would have been an ideal bid but, you don't know their bid cost ahead, you have to state the number of tons you want under the contract. The township is good with COG until October, 2009, and when we get a new contract, we will know their price per ton. We need to place an order by 3-15-09, and should order 400 Tons from Co-Star, (it is mandatory that we must take 60% of whatever we order).

A motion by Brandt second by Rochat to go with Co-Star for 400 tons of state order. Motion carried.

Gates Roads Bid Requests – Mr. Miller stated he needed one document to work out from the next door neighbor which he received today. The township will grade into their property a grade that can be mowed and maintained. The township will remove the trees, lay them down, and the owner will take care of all the trees. The township will be responsible to established the grass on the hillside and maintain it for two years We can go onto their property with a taper, the road will never go into the township ROW but the taper will grade around the Kuntz property.

A motion by Rochat second by Shelly to authorize the Declaration of Understanding between the Township and Kuntz's property and authorize signing of the document. Motion carried. Rochat-Yes, Shelly-Yes, Brandt-Abstained

Mr. Miller stated we can move ahead with Gates Road, full depth reclaiming, grinding up entire road, adding cement to the grindings from the core board that we did, and we probably don't need stone. If we do, in the documents the township would supply the stone and we would grade it off in front with our grader. Miller is asking to advertise a mandatory pre-bid meeting, (Pre-Bid Meeting 3-31-09 at 1:30 PM) we will walk the road, also include the township engineer. They will submit bids by 4-7-09 and at BOS Meeting 4-8-09, we will decide if we accept the bids. A motion by Rochat second by Shelly to authorize advertising for bids as discussed, and to change the Pre-Bid Meeting to 3-31-09 at 1:30 PM, response of own chord samples. Motion carried.

ROAD MASTER REPORT – Norman Miller, Continued

Road Inspection – Date Needed – (3-26-09, 3:00 PM or 3-31-09 at 8:00 AM or 3:00 PM) Mr. Miller stated we need to decide on a date for road inspections, and also all need to go in one vehicle. They decided on 3-26-09 at 3:00 PM, to check the roads which will include the Road Crew, BOS members, Roadmaster, and the Twp. Engineer.

Resolution 2009-3 – Computer Services PENNDOT – Required to Use – Miller stated the PENNDOT is requiring the township to go electronically with reports. This changes the Township procedures to PENNDOT from mailed in reports to electronic internet reports. A motion by Brandt second by Rochat to adopt Resolution 2009-3 to file reports electronically. Motion carried.

Bridge Inspections Due – Mr. Miller stated there are 3 local bridges due for inspection. He also said they are due in June or July by PENNDOT, and if we don't do them, they will and it will be taken out of liquid fuel money. Brandt stated that the county inspects the bridges and sends the township a copy. The 3 bridges due for inspection are Valley Road, Mill Road, and Mapledale Road.

Cedar Road, ½ Miles 5667 Sq. Yds. ¾" – Miller stated Cedar Road is bumpy in some areas. We would do 3/4" scratch coat in some spots. Those same spots we estimate ½ mile, ¾" and we would furnish the scratch coat material and we need someone to put it on for a price. Miller asked Handwerk's, Martin's Paving and Ebersole's for a bid. Ebersole's bid was the lowest for 1/2 mile of scratch coat, 1/2 road width at \$2,999. That road would be closed between 9:00 AM and 2:00 PM.

Miller is asking for approval up to \$4,000. for work pro-rated by square yards, if more than 5,667 sq. yards. Brandt if they do more it should be the same rate or less because of equipment. He feels we should supply the blacktop, but allow them to use their own crews and trucks. Miller said the estimated cost of materials would be \$22,000. we would need 3 bids with prevailing wages.

A motion by Shelly second by Brandt to authorize the scratch coat improvements to Cedar Road areas not to exceed \$25,000. Motion carried.

DIRECTOR OF ADMINISTRATION – Norman Miller

PLGIT CD's Due – Miller stated we have several CD's coming due, the Treasurer, Dolores Kuntz will give you the details of the CD'S maturing: Five (5) Different CD's, due on 3-18-09 for \$490,000. She checked with PLGIT, their rate is 2.05% for 12 months or 1.73% for 9 to 12 months. Fulton Banks highest rate is 1.73%. There will also be two (2) CD's coming due on 3-24-09 for \$196,000. and one (1) coming due on 3-30-09 for \$245,000.

A motion by Rochat second by Brandt to authorize the Treasurer to take the CD's coming due and get the best interest rates for the year. Motion carried.

Appraiser Selection for a Surveyor – Miller stated he spoke with Jim Daylor. from Daylor Group, Inc out of Harrisburg. Mr. Daylor is an MAI appraiser, who has been in business for over 40 years. He does appraisal work Lower Paxton Township and Lower

DIRECTOR OF ADMINISTRATION – Norman Miller, Continued

Appraiser Selection for a Surveyor, Continued - Paxton Sewer Authority. He also represents Dauphin County on Assessment Appeals which he has done for over 20 years. In addition to Dauphin County he has performed appraisals for the Dauphin County General Authority as well as local townships. Mr. Daylor comes with the lowest price and probably the most experience with the cost of \$1,200.

The contract for the \$300,000. grant clearly shows that we need a surveyor. He asked for a master plan from seven (7) companies, and what we need is the state plans, feet and degrees and topographical survey. Miller is recommending Jim Daylor for Appraiser and HRG for the surveyor.

A motion by Rochat second by Shelly to authorize Norman Miller to go with James Daylor for the Appraiser for \$1,200. and to go with HRG for the \$4,900 for aerial survey. Motion carried.

Miller would like to check with someone who could find the deed, on the web, because he feels by going through the historical records we could find it.

Shooting Range – Miller stated since 6-30-08 we had good conversations with the Ridgeway Rod & Gun Club. Residents have called and want to know what is going to happen with the rifle club. Miller went to look at improvements and they have done a good portion of the revisions they promised. Miller said it still is not safe, and doesn't meet the National Rifle Assn. safety rules. Brandt stated they were there before the homes were built, and we should work with them since they are trying. Miller stated if shooting is really bad on a Sunday to call him, and he will call the State Police and go with them. Rochat said we should monitor what's going on a regular basis.

Comcast Franchise – Miller mentioned we did a franchise agreement with Verizon with a zero expense, this would be done the same way, and we are not looking for a franchise fee. What actually happened with the last contract we, actually got paid back everything we spent for attorney fees. We now have a great contact, if a citizen complains the township can go to private lines and get action. Recently citizens changed to Verizon, and were charged franchise fees, and Miller called them and told them there is no fee charge in our contract. They checked and our residents will be refunded for fees charged.

Miller recommended that the township go with the renewal cable franchise with Comcast even though technically we never had a franchise with them. There are 25 townships that could sign up for \$3,675 per municipality. Dan Cohen would get a franchise fee agreement and we would get reimbursed.

A motion by Rochat second by Shelly to go with the Comcast Franchise with no fee for residents. Motion carried.

Open Records, 15 Records (3Request) – Miller noted since the adoption of the Open Records Ordinance he has handled 15 request for records.

DIRECTOR OF ADMINISTRATION – Norman Miller, Continued

Sam Stoltzfus, 1330 Mapledale Road (Lydia King) – Miller stated when the carriage house was built they put in a septic tank, but the ground is saturated and too wet to put in the sand mound. Mr. Stoltzfus would like to use this as a holding tank for 3 months until the weather is dryer. The question is who will monitor and who will pump the tank. The residents living there will monitor the tank, so that it doesn't overflow, and they already have a commitment with Walter's Septic System to do the pumping. Miller recommended giving them three months to finish the sand mound.

Verizon Error Will Be Corrected - Mr. Miller sent a letter to Marilyn Cummins of Verizon Communications because they collected franchise fees from our citizens. The two checks the township received were returned, so that they will credit resident's accounts. Conewago Township does not collect franchise fees. The Township takes pride in financial responsibility and low taxes to our citizens; this is not a tax we wish on our citizens for their enjoyment at home.

WREN Grant for Soil Conservation, Bob Christoff – The Dauphin County Conservation District intends to submit a grant proposal to fund a municipal outreach project in the Conewago Creek Watershed. The outreach effort will focus on the impacts of development on water quality in the Conewago Creek and other associated impacts of increased runoff. The impacts include increased infrastructure cost, nuisance flooding, decreased groundwater levels and streams baseflow and channel degradation.

The grant requires at least one municipal partner. They would like to request Conewago Township participate as a partner of the District in this grant. As a partner, Conewago Township would have no financial commitment to the project. The Township would be asked only to provide meeting space for one of the anticipated three outreach presentations to be conducted within the watershed.

A motion by Brandt second by RoCHAT for Conewago Township Supervisors partner with the Dauphin County Conservation District on a municipal outreach grant to provide meeting space. Motion carried.

Info. Only - Didn't Go to Quickbook Seminar, No Charge to Twp. - Mr. Miller did not attend this seminar.

A motion by RoCHAT second by Shelly to adjourn at 10:30 PM. The next meeting is April 8, 2009.

Respectfully submitted,

Shirley A. Meyers
Township Secretary