Conestoga Township B.O.S Minutes May 2nd 2017

CALL TO ORDER- The Supervisors meeting was called to order at 7 pm by Eshleman.

PRESENT- Supervisors; Craig Eshleman, John Berry, and Robert Hershey Jr, Secretary Naomi Little, Citizens; Attendance list attached.

MINUTES- The Supervisors approved the April meeting minutes on a motion by Berry, second by Hershey Jr. All in favor none opposed.

APPROVE BILLS- The Supervisors approved all bills paid during the month of April on a motion by Berry, second by Eshleman. All in favor none opposed.

TREASURER'S REPORT- Report was provided on table for review.

ZONING REPORT- Read by Eshleman, for W. Lampeter: there were 5 permits issued and 2 permits in review. It included installation of a heat pump, Apt within existing dwelling, shed at end of driveway, deck around above ground pool, replace carriage house on existing foundation.

ROAD MASTER REPORT- John Berry gave an update on the roads for the past month; Road Crew spent time preparing River Hill and Boyscout Rd for paving. Replaced 5 pipe and added boxes and end walls; 4 on River Hill and 1 on Boy Scout Rd. Cleaned side gutters, cut brush and patched potholes. Mowed office, pool and ball field. Cleaned and serviced plow and salt spreaders and put away for the summer. Performed general maintenance on trucks and other equipment. The Township also obtained a \$10,000.00 grant from Williams pipeline to use towards road equipment.

POLICE REPORT- Officer Jesse Blank presented report.

OLD BUSINESS

INSITE CPA ENGAGEMENT LETTER- Letter approved on a motion by Berry, second by Hershey Jr. All in favor none opposed.

TERMINATION ORDINANCE- Re-advertisement for corrected Ordinance approved on a motion by Eshleman, second by Hershey Jr. All in favor none opposed.

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BERTZ HESS – The Township Auditors will be present at the June 6th BOS meeting to review Township's 2016 audit.

ROAD USE AGREEMENT- Agreement with Williams to bond the roads that will be used. Approved on a motion by Berry, second by Hershey Jr. All in favor none opposed.

PROMISE LAND CAMP PUMPING EXEMPTION- Exemption passed by resolution 2017-08 to grant exemption on a motion by Eshleman, second by Berry. All in favor none opposed.

SEO ISOLATION WAIVER- A waiver from the Twp SEO was approved for Eric Leaman 2321 New Danville Pike on a motion by Berry, second by Hershey Jr. All in favor none opposed.

OLD EQUIPMENT BIDS- Bids were opened at the meeting: \$25.00 for walk behind roller, \$100.00 for the paver, \$625.00 for the grader, and \$6,886.00 for the back hoe. Bids accepted on a motion by Hershey Jr., second by Eshleman. All in favor none opposed.

FIRE LEASE- The lease agreement between Conestoga Township and the Conestoga Volunteer Fire Company was signed by both parties and has taken effect as of May 1, 2017. Conestoga Volunteer Fire Co. will be leasing the Police Department building to Conestoga Twp.

NEW BUSINESS:

CONSERVANCY LETTER OF SUPPORT- Letter approved to support the Conservancy on a motion by Eshleman, second by Hershey Jr. All in favor none opposed.

ZHB ALTERNATE- The Board is looking for anyone with experience to contact them about obtaining the position.

POOL CAMERAS- Cameras were installed at the pool on the registers and outside parking lot. Motioned by Berry, second by Hershey Jr. All in favor none opposed.

POOL MANAGEMENT- The Board appointed Andrew Amway and Kym Yeager-Balmer as the 2017 pool management for the pool. Motioned by Berry, second by Hershey Jr. All in favor none opposed.

537 GRANT APPLICATION- Resolution 2017-09 approved on a motion by Eshleman, second by Hershey Jr. This application would place the Twp in the position to apply for any grant funds that would become available for the Twp 537 Plan with DEP.

BOY SCOUTS – The Boy Scouts would like to utilize a 50 acre track along the Enola Trail for camping and outdoor activities, in turn they would maintain the area. The Supervisors agreed that the Scouts would be good care takers and it would be nice to see the area getting used and maintained. The Board will confer with the Twp Solicitor and work with the Boy Scouts so that they may use the area. Approved on a motion by Eshleman, second by Hershey Jr. All in favor none opposed.

EAGLE SCOUTS BENCHES- Eagle Scout Brandon Hertzog presented to the Board that he would like permission to make and set 4 benches along the Rail Trail. The Board agreed to have the benches put on the Rail Trail and would like to see a map that will show where the benches will be placed and also to make sure the benches will be anchored down. Motioned by Eshleman, second by Berry. All in favor none opposed.

COLEMANVILLE FEE – Approved to have Twp Solicitor send a collection letter on sewer fees for 521 Pequea Blvd. Motioned by Eshleman, second by Berry. All in favor none opposed.

COLEMANVILLE HOOK UP FEE- Motioned by Eshleman, second by Berry to contact the Solicitor to see if there is a hookup fee for new houses that would like to be connected to Colemanville sewer system.

The Board will be looking at pricing for Colemanville's system to be pumped.

EXECUTIVE SESSION

Session held on May 2, 2017 to discuss legal matter with in Twp from 6:30-6:40.

GENERAL PUBLIC

Linda Lyke had questions about moving a drain field; the Board referred her to the Twp SEO Dave Lockard.

Jill Kelley questioned if the cameras were approved for the pool. The internal controls were discussed and already budgeted for this year.

Robin Maquire and Dianna Good wanted to know if Williams would damage any other roads that were not bonded would they be held responsible to repair them. The Board stated that Williams will be responsible to repair any damages that occur during the time they are using the roads.

Ben Vonderhide inquired about the pool controls and Management. The Supervisors stated that new controls have been implemented which will assist in giving the pool more transparency.

John Telesco said he feels that the Boy Scouts should have to pay for a special exception to use the area like Lancaster against pipeline had to do with the Capiello farm; Scout Master Kevin Hertzog said that they have already checked the zoning on the area and it would not need to have a special exception. The Supervisors stated that they will have the Solicitor advice the Twp on what they will need to do to proceed with allowing the Boy Scouts the use of the area.

Brandon Tennis from the Conservancy wanted to thank the Supervisors for their support letter for the grant they are perusing and the time invested the road crew put in to the upkeep of the road way to the Wild Flower Preserve. They also have interpretive Rangers that will patrol the preserve on weekends to help control the 4 wheeler issues.

<u>ADJOURN-</u> @8:10 pm

Motioned by Eshleman, second by Berry. All in favor none opposed.

Respectively Submitted by, Naomi Little - Secretary

ATTENDANCE ROSTER

DATE: May 2, 2017 MEETING: BOS
PLEASE PRINT YOUR NAME & ADDRESS:
1. It Ehler 693 Grantfill Rd Comentry Ra.
2. Thelys W. Schutter 3628 Main St. Conistoge PA
3. FRIC () James 4 CAMPSIDE CIRCLE DO.
4. Kevin Hertzog 406 Stone Hill Rd
5. James Fizar 949 Pennsy Rd
6. Avey Colley 3170 MAIN ST
7. PAUL SPANGLER 312 RIVERCORDER
8. FRED FREY 4325 MATH ST
9. Amy Hertzey 406 Stone 1-6:11 Rd
10. Bobbie Snetteisland 3027 Main Street
11. 13,11 Ran Kin 179 Hilltop prive
12. Stephen Bublitz 18 Goods Rd
13. Scott Hanna 2 Peach Lane
14. Jill Kelley 3551 Main St
15. Fred & Doni Warfey 39 Some the Rd
16. Kothy Danguy 136 W. Elm SV
17. Dianna Good tooo Main St.
18. Wes Bruckno 332 Kendig Rd
19. Gaye Denlinger 3477 Main St.
20. BRANDON TENNIS LANC. CO. CONSTRUANCY
21. Pobri Magnire Conestage

ATTENDANCE ROSTER

<u>D</u>	DATE:	MEETING:
		UR NAME & ADDRESS:
1.		2 MAIN ST CONISTOGA F
2	2. Terry Sheps 125	Valley R. Conestiga AT
3	3. Lyndo Lilo 4180	Muli St.
4	4. Ray Herr 3'19	Pegua Crick Rd
5	5. Oummer Stone & Co	embridge De
	6. Dyne Kring 2	Campridge DR
7	7. JON LELESO 37	85-MAN ST
8	3. Eric Nordsman 100	Camprisque Deux.
9	elaine Jones 34	Whipporwill 17603
10.	o. Allen R Well S	Boy Scour 2d
11	1. Cem Kann M	een St
12	2. Jest Landes 46	240 Main 5)
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Conestoga Township Balance Sheet by Class As of March 31, 2017

TOTAL LIABILITIES & EQUITY	Total Equity	LIABILITIES & EQUITY Equity Opening Bal Equity 270,000 · Unreserved Fund Balance 3010 · Unresolved checks and deposits Net Income	TOTAL ASSETS	Total Current Assets	Total Checking/Savings	1072 · Bill.com Money Out Clearing	Total 100.040 · RBC Wealth Management	Capital Reserves#70605 Pension Fund #71969 RailRaod Fund #70617	ASSETS Current Assets Checking/Savings 100.010 · Gen #7762 Fulton Checking 100.023 · St Hwy #7988 Fulton Checking 100.030 · Rec #7787 FultonChecking 100.040 · RBC Wealth Management	
112,841.50	112,841.50	112,841.50 0.00 0.00 0.00	112,841.50	112,841.50	112,841.50	0.00	112,841.50	112,841.50 0.00 0.00	0.00 0.00 0.00	Capital Reserves
476,899.57	476,899.57	0.00 514,713.01 6,839.69 -44,653.13	476,899.57	476,899.57	476,899.57	29,351.88	0.00	0.00	447,547.69 0.00 0.00	General
369,830.04	369,830.04	369,830.04 0.00 0.00 0.00	369,830.04	369,830.04	369,830.04	0.00	369,830.04	0.00 369,830.04 0.00	0.00 0.00 0.00	Pension
51,574.14	51,574.14	51,574,14 0.00 0.00 0.00	51,574.14	51,574.14	51,574.14	0.00	51,574.14	0.00 0.00 51,574.14	0.00 0.00 0.00	Railroad
15,510.79	15,510.79	0.00 18,556.56 73.44 -3,119.21	15,510.79	15,510.79	15,510.79	0.00	0.00	0.00	0.00 0.00 15,510.79	Recreation
38,750.74	38,750.74	0.00 39,540.81 621.82 -1,411.89	38,750.74	38,750.74	38,750.74	0.00	0.00	0.00 0.00	0.00 38,750.74 0.00	State Hwy
1,065,406.78	1,065,406.78	534,245.68 572,810.38 7,534.95 -49,184.23	1,065,406.78	1,065,406.78	1,065,406.78	29,351.88	534,245.68	112,841.50 369,830.04 51,574.14	447,547.69 38,750.74 15,510.79	TOTAL

Conestoga Township Profit & Loss Budget vs. Actual January through March 2017

Ordinary Income/Expense Income 301.010 · Real Estate Tax · Current Year 301.020 · Real Estate Tax · Prior Year 301.030 · Real Estate Tax · Delinquent 301.040 · Real Estate Tax · Interim 310.010 · Real Estate Tax · Interim	Jan - Mar 17 30,772.45 39.35 0.00 0.00 12,613.59	General Budget 251,000.00 3,500.00 1,000.00 900.00 55,000.00	\$ Over Bud -220,227.55 -3,460.65 -1,000.00 -900.00 -42,386.41	Jan - Mar 17 0.00 0.00 0.00 0.00	Recreation Budget 0.00 0.00 0.00 0.00 0.00 0.00	\$ Over Bud 0.00 0.00 0.00 0.00	Jan - Mar 17 0.00 0.00 0.00 0.00 0.00	State Hwy Budget 0.00 0.00 0.00 0.00
321,010 · Cable I v Permit 331,000 · Police Fines & Fees Collected 342,003 · Pool-Pool Rental Income 342,013 · Pool Rental - Con. Swim Team 355,010 · PURTA (Pub. Util. Realty Tax)	14,596.34 2,274.79 0.00 0.00 0.00	48,000.00 10,000.00 0.00 0.00 900.00	-33,403.66 -7,725.21 0.00 0.00 -900.00	0.00 0.00 0.00	0.00 0.00 1,000.00 2,100.00 0.00	0.00 0.00 -1,000.00 -2,100.00	0.00 0.00 0.00	
355.010 - PURTA (Pub. Util. Realty Tax) 355.020 · Motor Vehicle Fuel Taxes 355.030 · Turn Back Funds 355.050 · General FDS Mun. Pension Reimb. 361.000 · General Governent	0.00 0.00 0.00 0.00 1 262 79	900.00 0.00 8,000.00	-900.00 0.00 0.00 -8,000.00	0.00	0.00	0.00	0.00 0.00 0.00	
361,000 - General Goverment. 361,010 - Zoning /Subdiv/Land DevGenGov 362,010 - Zoning Hearing Board Fee 362,020 - Zoning - Building Permits 364,110 - Colemanville Sewer User Charges 364,120 - S37 Plan/OLDS Income 364,130 - Sanitation Fees Collected/Sewer 367,000 - Pool	1,262./9 245.00 500.00 6,249.30 0.00 0.00 730.00	1,500,00 1,000,00 1,000,00 10,000,00 3,500,00 500,00	-4,737.21 -1,255.00 -500.00 -3,750.70 -3,500.00 -500.00 -14,270.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	
367.010 · Pool-Daily Admission 367.020 · Pool-Season Passes 367.030 · Pool-Swimming Lessons 367.040 · Pool-Snack Bar	0.00 0.00 0.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00	0.00 0.00 0.00	24,000.00 23,169.00 2,342.00 13,080.83	-24,000.00 -23,169.00 -2,342.00 -13,080.83	0.00 0.00 0.00	
Total 367.000 · Pool	0.00	0.00	0.00	0.00	62,591.83	-62,591.83	0.00	
389,000 · Miscellaneous Income Total Income	67,637.45 263,068.52	0.00	67,637.45 -629,031.48	0.00	0.00 65,691.83	0.00	0.00	0.00
Gross Profit	263,068.52	892,100.00	-629,031.48	. 0.00	65,691.83	-65,691.83	0.00	193,365.04
Expense 400.000 · Elected Supervisors Salary 402.000 · Auditing Services/Financial Adm 402.100 · Outside Accounting Services 402.110 · Software Fees 403.000 · Tax Collector Expense 404.000 · Solicitor/Legal Services 404.010 · Legal Advertising 405.000 · Secretary/Clerk Salaries	1,406.25 0.00 2,660.00 0.00 0.00 3,124.53 2,678.88 8,973.00	5,625.00 10,500.00 16,440.00 3,240.00 800.00 18,000.00 5,000.00 32,000.00	-4,218.75 -10,500.00 -13,780.00 -3,240.00 -800.00 -14,875.47 -2,321.12 -23,027.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00	0.00	

Conestoga Township Profit & Loss Budget vs. Actual January through March 2017

430.340 Lanc. Co. Library - Allocation 430.100 Lancaster County Drug Task 480.000 Miscellaneous Expense 481.010 Employers Portion-FICA 481.020 SUI Employers Portion 483.000 Pension-Non Uniform 483.010 Pension - Professional Services 486.010 Twp Insurance Coverages 486.020 Pool - Insurance Coverages	452.223 · Pool · Snack Bar Expenses 452.233 · Pool · Utilities 452.303 · Pool · Repairs & Maintenance 452.503 · Pool · Regular Operating 452.503 · Pool · Office Expenses 452.603 · Pool · Legal Expenses 452.613 · Pool · Legal Expenses 453.540 · Conestoga Historical Society	437.002 · Road Dept-Maint to-Mach & Tools 437.020 · Hand-Held Tools & Minor Equip. 438.000 · Maintenance to Roads & Bridges 438.001 · Enola Re-Stoning Project 438.100 · RailTrailTrestle Bridge 439.002 · Construction to Roads & Bridges 452.103 · Pool Administration 452.123 · Pool Payroll-Lifeguards	430.010 · Road Crew Salary 430.020 · Road Crew Overtime 430.030 · Shop Work Salary 430.740 · Capital Purchase 432.010 · Snow Removal 433.010 · Street Signs & Markings-St Hwy 434.010 · Street Lighting 437.000 · Renairs Tools & Machinery	411.020 · Vol Fire Co - Insurance 413.010 · ACT537 Plan (UCC/Code Enforced) 414.010 · Zoning Officer Salary 414.020 · Hearing Board Salary 414.030 · Zoning Planning Expenses 414.310 · Zoning Hearing Board Legal Exp. 414.330 · Zoning Ordinance Book Update 429.010 · Colemanville Expense 429.020 · Sanitation Officer-Salary	406.000 · Office Supplies & Operating 407.010 · Office Capital Purchase - Compu 408.000 · Engineer Services 409.010 · Murn. Bldg-Util., Operating · 409.020 · Mun. Bldg-Maintenance 410.000 · Police Service Payments 411.010 · Vol. Fire Co - Allocation
3,776.00 1,160.78 3,225.09 54.27 32,210.00 12,216.74 0.00	0.00 0.00 0.00 0.00	10.59 10.59 254.98 8,536.37 20,454.78 0.00 0.00 0.00 0.00	29,752.14 0.00 2,025.75 0.00 7,592.71 561.28 2,863.36 7 152.55	0.00 0.00 1,665.00 0.00 20.00 267.92 0.00 2,674.62 1,970.62	Jan - Mar 17 3,784.82 0.00 11,765.50 3,856.69 3,780.00 87,506.00
1,200,00 3,776,00 500,00 13,000,00 1,000,00 15,078,00 25,500,00 25,991,00	0.00 0.00 0.00 0.00 0.00 0.00	3,000,00 0.00 94,716.00 0.00 3,000.00 0.00 0.00	99,000.00 3,000.00 0.00 40,000.00 0.00 0.00 0.00	20,734.00 10,000.00 0.00 1,200.00 2,500.00 1,200.00 1,200.00 3,000.00 15,000.00	General Budget 11,000.00 3,000.00 10,000.00 15,000.00 15,000.00 8,000.00 350,000.00 40,000.00
-1,200.00 0.00 660.78 -9,774.91 -945.73 17,132.00 -2,500.00 -13,774.26 0.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00	254.98 -86,179.63 20,454.78 -3,000.00 0.00 0.00	-69,247.86 -3,000.00 2,025.75 -40,000.00 7,592.71 561.28 2,863.36	-20,734.00 -10,000.00 1,665.00 -1,200.00 -2,480.00 -932.08 -500.00 -325.38 -13,029.38	\$ Over Bud -7,215.18 -3,000.00 1,765.50 -11,143.31 -4,220.00 -262,494.00
0.00 0.00 0.00 0.00 0.00	515.18 297.03 2,307.00 0.00 0.00 0.00	0.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	Jan - Mar 17 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0
0.00 0.00 2,500.00 400.00 0.00 0.00 0.00 652.00	7,000.00 4,000.00 2,801.03 8,250.00 5,000.00 0.00	0.00 0.00 0.00 0.00 0.00 0.00 11,588.80 23,000.00	0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	Budget 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.
0.00 0.00 0.00 -2,500.00 -400.00 0.00 0.00 0.00 -652.00	-6,484.82 -3,702.97 -494.03 -8,250.00 -5,000.00 -500.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 -23,000.00	0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	\$ Over Bud 0.00 0.00 0.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 0.00 0.00 0.00	0.00 0.00 0.00 0.00 0.00	0.00	0.00 0.00 0.00 0.00 1,411.89 0.00	0.00 0.00 0.00 0.00 0.00	Jan - Mar 17 0.00 0.00 0.00 0.00 0.00 0.00
0.00 0.00 0.00 0.00 0.00 0.00 0.00	0.00	36,141.00 0.00 40,989.00 0.00 0.00 83,235.04 0.00	0.00 0.00 0.00 0.00 0.00 20,000.00 4,000.00 9,000.00	0.00 0.00 0.00 0.00 0.00	State Hwy Budget 0.00 0.00 0.00 0.00 0.00 0.00
0.0 0.0 0.0 0.0	0.0000000000000000000000000000000000000	-36,141.0 0.0 0.0 -40,989.0 0.0 0.0 -83,235.0 0.0	0.0 0.0 0.0 0.0 0.0 -18,588.1 -4,000.0 -9,000.0	0.0000000000000000000000000000000000000	\$ Over Bud 0.0 0.0 0.0 0.0

Conestoga Township Profit & Loss Budget vs. Actual January through March 2017

et Income Net Ordinary Income Total Expense 487.010 · Payroll Clearin 489.010 · Dog Expense

		General			Recreation			State Hwy	
	Jan - Mar 17	Budget	\$ Over Bud	Jan - Mar 17	Budget	\$ Over Bud	Jan - Mar 17	Budget	\$ Over Bud
ring Account e	-259.57 0.00	0.00	-259.57 -600.00	0.00	0.00 0.00	0.00	0.00	0.00	0.0
	307,721.65	892,100.00	-584,378.35	3,119.21	65,691.83	-62,572,62	1,411.89	193,365.04	-191,953.1
	-44,653.13	0.00	-44,653.13	-3,119.21	0.00	-3,119.21	-1,411.89	0.00	-1,411.8
	-44,653.13	0.00	-44,653.13	-3,119.21	0.00	-3,119.21	-1,411.89	0.00	-1,411.8
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