



SPRING GARDEN TOWNSHIP

558 SOUTH OGONTZ STREET
YORK, PA 17403-5709
PHONE NUMBER: 717.848.2858

MINUTES OF THE SPRING GARDEN TOWNSHIP BOARD OF COMMISSIONERS MEETING DECEMBER 12, 2018

PERSONS PRESENT:

Thomas I. Warman, President	Steven F. Smith, Public Works Director
Michael L. Thomas, Vice-President	Patricia R. Potter, Administrative Clerk
Cara Beth Zortman, Commissioner	Grant Waltersdorf, Recreation Program Coordinator
Daniel E. Rooney, Commissioner	Daniel J. Hoff, Fire Chief, YAUFR
John J. Luciani, Commissioner	Steven M. Hovis, Esq., Solicitor
Marcy L. Krum-Tinsley, Township Manager	David M. Davidson Jr., P.E. Engineer
George J. Swartz, Chief of Police	B. J. Treglia, P.E., C.S. Davidson, Inc.

Persons Absent:

Clifford W. Gordon, Codes Enforcement Officer
Linda S. Keller, Dir. of Community Development & Planning

There were 4 people in the audience.

CALL TO ORDER:

The Spring Garden Township Board of Commissioners opened its regular monthly meeting at the Township Municipal Building, 340 Tri Hill Road, York PA 17403, on Wednesday, December 12, 2018. President Commissioner Thomas Warman called the meeting to order at 7:00 p.m.

Service Awards:

There were no service awards for this meeting.

Public Presentations:

There were no public presentations for this meeting.

Public Comments:

There were no public comments for this meeting.

Approval of Minutes:

Motion (Zortman/Rooney) to approve the Board of Commissioners November 14, 2018 special/budget meeting and regular meeting minutes as submitted. Vote: 5-0, motion carried.

Treasurer's Report:

The Treasurer's Report was accepted as presented and will be filed for audit.

Warrants for Payment:

Motion (Thomas/Luciani) to approve the Warrants for Payment as presented. Vote: 5-0, motion carried.





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Opening/Award of Bids:

There were no bids to be considered.

Subdivision/Land Development Plans:

a. Regents Glen – Rosecroft

Motion (Luciani/Thomas) to approve the reduction in surety in the amount of \$15,000.00 with security amount remaining being \$534,623.75. Vote: 5-0, motion carried.

b. Regents Glen – Greenleigh

Motion (Luciani/Thomas) to approve the reduction in surety in the amount of \$17,240.00 with security amount remaining being \$217,996.05. Vote: 5-0, motion carried.

c. Regents Glen – Box Hill Estates

Motion (Luciani/Thomas) to approve the reduction in surety in the amount of \$107,880.00 with security amount remaining being \$673,681.00. Vote: 5-0, motion carried.

Old Business:

a. Status of design of Tri-Hill Municipal Complex:

President Warman reported that the process is moving forward. The Planning Commission recommended approval of the Zoning Application at their December meeting and Township Manager Krum-Tinsley has been given the responsibility of choosing colors and materials for the new facility.

Public comment: Barbara Rooney, 127 Strathcona Drive, asked where the Board is in the process and will there be public meetings scheduled. President Warman replied that the process is approximately 80% to 85% complete and there are no plans for special public meetings; the Board of Commissioner meetings are public and open to all residents.

New Business:

a. **Motion (Luciani/Zortman) Approve Resolution 2018-18; appoint Michelle J. Ross Township Treasurer for 2019 with an annual compensation of \$4500.**

There were no public comments.

Vote: 5-0, motion carried.

b. **Motion (Luciani/Rooney) Approve Resolution 2018-19; adopt the York Area United Fire & Rescue 2019 annual budget.** There were no public comments.

Vote: 5-0, motion carried.

c. **Motion (Rooney/Zortman) Adopt Ordinance 2018-09; establish the 2019 tax levy with an increase of 0.25 MIL.** There were no public comments.

Vote: 5-0, motion carried.

d. **Motion (Zortman/Thomas) Adopt Ordinance 2018-10; adopt the 2019 Spring Garden Township Budget.** There were no public comments.

Vote: 5-0, motion carried.

New Business (Cont'd.):

e. **Motion (Thomas/Zortman) advertise 2019 meeting dates with schedule to state Board of Commissioners 5:00 p.m. workshop and 6:00 p.m. regular monthly meeting on the same night.**

Public comment: Monte Carroll, 351 Pine Hill Lane, inquired when Executive session meetings will be held, if any. **President Warman** stated the Executive sessions will be held within the timeframe of the workshops. With no other public or Board comments, President Warman called for the vote.

Vote: 5-0, motion carried.

f. **Motion (Zortman/Luciani) Approve Resolution 2018-20; establish an acceptable use policy for internet and other Township electronic resources.**





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There were no public comments.

Vote: 5-0, motion carried.

g. **Motion (Luciani/Rooney) Approve Resolution 2018-21; establish a recommended fund balance reserve. Board comment: President Warman** asked Township Manager Krum-Tinsley if there is a policy in place now. Manager Krum-Tinsley replied there is none in place. Atty. Hovis stated the monies in reserve should equal six months of budgeted expenses. President Warman requested that Manager Krum-Tinsley present a guideline of approximate monies that are required for the reserve. With no other public or Board comments, President Warman called for the vote.

Vote: 5-0, motion carried.

Comments from Commissioners:

Ward 2 – Commissioner Rooney thanked Steve Smith, Public Works Director, for a great job his department did in dealing with the last snow issue; the Township roads were in good shape.

Ward 1 – Vice-President Thomas also thanked Steve Smith for the department's good job in picking up leaves in the Township in a timely manner.

Ward 5 – Commissioner Zortman reported she too heard very positive comments regarding snow removal and leaf pick-up. Kudos to Public Works Department.

Ward 4 – Commissioner Luciani stated he also agrees Public Works did a nice job with the snow removal. Commissioner Luciani reported he had received some complaints, from Brockie residents, regarding what they perceived as poor quality of the resurfacing of the road in their area. Commissioner Luciani said he took a video of the roadway; feels Steve Smith and Public Works did an excellent job with the resurfacing and would not change how it's currently being done.

Ward 3 – President Warman thanked the Board for moving forward with the Tri Hill Municipal project, and for working closely with the constituents in their respective Wards.

Township Staff Reports:

Engineer's Report:

The Engineer's Report was presented with no additional comments.

Solicitor's Report:

Atty. Hovis requested the Board's consideration in approving a contract that authorizes Steve Smith, Public Works Director, to sell liquid salt brine to the City of York at \$.38 per gallon, from the Spahn Avenue facility, for the 2018-2019 winter season.

Motion (Zortman/Thomas) approve the contract and authorize Steve Smith, Public Works Director, to sell liquid salt brine to the City of York for the 2018-2019 winter season at a cost of \$.38 per gallon. There were no public comments. **Vote: 5-0, motion carried.**

Police Chief's Report:

Chief Swartz reported The Police Officers Association has requested that the Department Consider a 12-hour shift duty schedule for 2019. Chief Swartz said he has spoken with the Police Chiefs from several other townships who have had very positive things to say about their experience on the 12-hour schedule. The 12-hour schedule is very easy to manage and does allow for more consistent coverage of supervision.





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Chief Swartz requested the Board's approval of the Memorandum of Understanding (MOU) which concerns the implementation and function of a new duty schedule for the 12-hour shifts. **Motion (Rooney/Thomas) to approve the MOU which concerns the implementation and function of a new duty schedule for the 12-hour shifts for the year of 2019.**

There were no public comments.

Vote: 5-0, motion carried.

Chief Swartz requested the Board's consideration in approving the TRACS Sub-License User's Agreement. **Motion (Zortman/Thomas) approval to enter into the TRACS Sub-License User's Agreement.** There were no public comments.

Vote: 5-0, motion carried.

Chief Swartz said he is happy to report there were three candidates who passed the Sergeant's Exam.

Chief Swartz advised the Board that Sue Adams, York County Motor Fund, has expressed an interest in helping the Township replace the current motorcycle with a newer model being traded in by the City of York. Ms. Adams is looking for funding for this purchase. The Chief will be providing more information on how this may work at a subsequent Board meeting.

Fire Chief's Report:

The Fire Chief's Report was presented with no additional comments.

Board comments: President Warman thanked Chief Hoff for YAUFRR's excellent service.

Public Works Supervisor Report:

Steve Smith reported he had been contacted by PennDot who is repaving from Sherman Street to Bronk Alley; they are requesting Spring Garden Township help pay for the pipes.

Steve Smith advised the Board that the lighting for the west end of the York College area is still in the design stage.

Steve Smith requested the Board's approval to extend a conditional offer of employment to a qualified candidate, who has 20 years of experience with Fitz & Smith, for the open position in the Highway Department. **Motion (Luciani/Rooney) approval to extend an offer of employment to a qualified candidate for the open position in the Highway Department subject to Township protocol.** There were no public comments.

Vote: 5-0, motion carried.

Steve Smith thanked Tom Stees, Victory Fire Company, for the \$500 check.

Board comment: It was asked if there is any update regarding moving the ballfield off Bronk's Alley. Steve Smith replied that Ann Yost said the 2 acres at that location is not large enough for the ballfield. **President Warman** commented that hopefully a space will come available for purchase or be donated.

Recreation Program Coordinator:

Grant Waltersdorf gave an overview of the proposed Summer Parks Program. The program would run for eight weeks, from June 17 to August 9, 2019 on Tuesdays, Wednesdays, and Thursdays from 8:00 a.m. to 4:00 p.m. at Grantley and Elmwood parks. The Recreation Commission has suggested





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that the Township cover 15-20% of the costs. Commissioner Zortman suggested a fee schedule be considered by the Board setting the cost at \$100 for residents and \$120 or \$125 for non-residents.

Motion (Luciani/Zortman) approve setting the fee schedule for the 2019 Summer Park's Program at \$100 for residents and \$125 for non-residents with number of staff to be determined by level of interest. There were no public comments. **Vote: 5-0, motion carried.**

Zoning Officer's Report:

The Zoning Officer's Report was presented with no additional comments. There were no Board comments.

Code Enforcement Officer's Report:

The Code Enforcement Officer's Report was presented with no additional comments. There were no Board comments.

Township Manager's Report:

Manager Krum-Tinsley advised the Board that hours of operation for the Administrative Staff located at South Ogontz Street and 340 Tri Hill Road will be Monday through Friday from 8:00 a.m. to 4:00 p.m., beginning January 2, 2019.

Manager Krum-Tinsley reminded the Board of the Holiday luncheon at the Tri Hill Municipal Building on Thursday, December 13th from noon to 2:00 p.m.

Adjournment:

With no further business to be brought before the Board, **Thomas/Zortman motioned to adjourn.** The Board of Commissioners meeting at 8:12 p.m.

Respectfully submitted,

Marcy L. Krum-Tinsley
Township Manager/Secretary

(minutes prepared by P.Potter)

