

**Minutes of the Spring Garden Township Board of Commissioners**  
**6:00 p.m. – March 10, 2021**

Persons Present:

Daniel E. Rooney, President  
John J. Luciani, Vice-President  
Thomas Gwilt, Commissioner  
David Detwiler, Commissioner  
Annette Clark, Commissioner  
George Swartz, Police Chief  
Dan Hoff, YAUFU Chief

Marcy L. Krüm-Tinsley, Township Manager  
Dave Davidson, Engineer  
B. J. Treglia, Engineer  
Linda Keller, Zoning Officer  
Steve Hovis, Esq., Solicitor  
Krista Gardner, Chief Financial Officer  
Steve Smith, Public Works Supt.

**I. Call to Order – Business Meeting**

President Commissioner Dan Rooney called the Business Meeting to order and led the Pledge of Allegiance. He discussed the Meeting Protocol. President Commissioner Rooney announced there had been an Executive Session held earlier this date with regard to litigation and real estate issues.

**A. Presentations (none)**

**B. Public Comment**

Mrs. Barbara Rooney stated that she had tried four times to register/participate the meeting and had been rejected all four times. She accepted President Commissioner Rooney's apology.

**C. Board of Commissioners Meeting Minutes**

- 1. Action:** Motion to approve Board of Commissioners' business meeting – February 10, 2021  
**Motion** (Luciani/Clark) to approve the Spring Garden Township meeting minutes of February 10, 2021 as published. **Motion Carried 5/0.**

**D. Treasurer's Report**

- 1. Action:** Motion to accept the February 2021 Treasurer's Report/Bank Transactions  
**Motion** (Clark/Gwilt) to accept the Treasurer's Report. **Motion Carried 5/0.**
- Chief Financial Officer – Krista M. Gardner, CPA/SEK  
Ms. Gardner gave an overview report of the finances to date in 2021. She reported that the Audit for 2020 is in progress, but there had been no significant changes for the end of year. She noted a positive variance of 1.45.

**E. Opening/Awards of Bids (none)**

**F. Subdivision/Land Development**

- Motion to approve final subdivision plan for Andricos & Sechrist at 1119 Wyndham Dr.  
Waivers:
  - Waiver from the Preliminary Plan requirement §275-24.C(22)Conditions:
  - Owners' notarized signatures §275.24.C(22)
  - Engineer's signature and seal §275.24.C(22)**Motion** (Luciani/Gwilt) to approve the Subdivision for Gregory, Rachel and S. Andrikos along with Burns, Barto and Sechrist as presented with the conditions as established by our Staff and Engineer. **Motion Carried 5/0.**
- 2. Action:** Motion to approve sketch plan to redevelopment of former Glen Gery Brick Plant at 1090 E. Boundary Ave. for a 342,000 SF warehouse distribution center.  
**Motion** (Luciani/Gwilt) to table discussion on the Sketch Plan provided for Glen Gery.  
**Motion Carried 5/0.**

## G. Old Business

1. Budget Committee Update  
Commissioners Clark and Detwiler indicated they are reviewing budget information and several ideas they are processing.
2. Acknowledgement needed to recognize the resolutions approved at the February 2021 meeting. Township Manager Krüm-Tinsley acknowledged that two resolutions passed during the February Commissioners' meeting were 2021-2 and 2021-3. The resolution numbers need to be changed to Office Support Resolution 2021-4 and Rental License Application Late Fee Charge, Resolution 2021-5. Solicitor Hovis indicated that there was no need for formal action; it was just a clerical error to be corrected.

## H. New Business

1. Request from YARSA representative Joel Sears to communicate YARSA efforts.  
**Motion** (Clark/Luciani) to expend the funds to do the one-page version. **Motion Carried 5/0.**
2. Motion to reappoint Debra Hannon (Ward 2) to the Recreation Commission (5-year term).  
**Motion** (Rooney/Clark) to reappoint Debra Hannon to the Recreation Commission for a 5-year term. **Motion Carried 5/0.**

## I. Spring Garden Township Municipal Building and Violet Hill Park Project

### 1. Status Report

- a. Murphy & Dittenhafer Construction Meeting Minutes #40 & 41
- b. Capital Construction Management  
Project Manager Greg Koussis provided an update on the project. He noted that Phase 1 had been occupied since the beginning of January. The contractors continue working on the punch list. Phase 2 demolition and backfill is completed. They are working on stormwater management facilities and installing the second of three that need to go in the new park area. A lot of the rough grading is completed. Next month work will begin on the pavilion. All is progressing reasonably well. Current projection is to finish Phase 2 and be completely mobilized from the site in the middle of June. President Commissioner Rooney questioned the status of the meeting room doors. Project Manager Koussis responded that the temporary doors remain as the replacement doors were received but were not satisfactory. The doors have been reordered.

### 2. Request for Payment

Motion to approve the following requests for payment:

- a. eciConstruction (General Contractor): \$62,607.44
- b. Lobar (Electrical Contractor): \$8,627.38
- c. Vision Mechanical (Plumbing Contractor): \$3,530.16
- d. Stambaugh Ness (networking, IT equipment, transition to new facility): \$8,056.69
- e. ECS Mid Atlantic (testing service) \$761.50

**Motion** (Gwilt/Luciani) to approve the Request for Payments from A through E for eciConstruction, Lobar, Vision Mechanical, Stambaugh Ness and ECS Mid Atlantic. **Motion Carried 5/0.**

## J. Commissioners Comments

1. Commissioner Detwiler, Ward 1 - no report.
2. Commissioner Rooney, Ward 2 - no report.
3. Commissioner Clark, Ward 3 - no report.
4. Commissioner Luciani, Ward 4 - no report.
5. Commissioner Gwilt, Ward 5 - no report.

## K. Township Staff Reports

1. Engineer – David Davidson, P.E./C. S. Davidson, Inc.
  - a. Tapping Fees study – status

Engineer David Davidson reported that he understood that BJ Treglia and Chris Toms from our office met with Township Manager Krüm-Tinsley and Solicitor Hovis to discuss how to approach the City portion of the Tapping Fee Study since the City data isn't readily available. Years ago the Debt Service Payments to the City were used to determine the costs associated with the Tapping Fee. Those records should have some information. One additional item was discussed is that the Township will not have separate Tapping Fees for the City and the Springettsbury Plant. It will all be rolled into one uniform fee across the Township.

b. Hill Street Sanitary Sewer

**Action:** Motion to authorize the advertisement of bidding of the project.

**Motion** (Clark/Detwiler) to authorize the advertising piece for the Hill Street Sanitary Project. **Motion Carried 5/0.**

c. Virginia Ave/Country Club Rd. stormwater

Nothing to report.

d. 1701 S. Queen St. – status

Engineer Davidson reported on 1701 South Queen. The current status is that there is a Land Development Plan pending; however, there is a need to have a response from PennDOT on access to that site.

2. Solicitor – Attorney Steven Hovis/Stock and Leader

Solicitor Hovis had no action items. He indicated that discussions were held with Manager Krüm-Tinsley and Engineer Davidson relating to the use of Development Agreements when Land Development Plans are approved. He recommended that the Board move forward with the use of Development Agreements. President Commissioner Rooney clarified that the SALDO provides the authority for the Township to do so.

3. Police Chief – Chief George Swartz

a. Motion to support the Memorandum of Understanding with the York City School District.

**Motion** (Clark/Gwilt) to move forward with the Memorandum of Understanding with the York City School District.

b. Motion to approve Resolution 2021-6, Police Department Policies.

**Motion** (Gwilt/Clark) to approve Resolution 2021-6, Police Department Policies

c. Motion to authorize Chief Swartz to investigate a replacement Officer for the police force.

**Motion** (Luciani/Clark) to allow the Chief to investigate a replacement Officer for the police force. **Motion Carried 5/0.**

4. Fire Chief - Chief Daniel Hoff

**Motion** (Luciani/Clark) to approve the updated Emergency Operations Plan. **Motion Carried 5/0.**

5. Public Works Superintendent -Steven Smith

No report.

6. Zoning Officer - Linda Keller

a. Planning Commission

- Minutes – February 2, 2021
- Agenda – Forthcoming (April 6, 2021)

b. Zoning Hearing Board

- Minutes – No February 2021 meeting
- Agenda – Forthcoming (March 15, 2021)

Zoning Officer Keller reported that she had two Operation and Maintenance Agreements that just came in this date. She identified them both as pool projects with stormwater management, operation and maintenance agreements and right-of-way agreements: 1410 Wyndham Drive (Sorkin); 976 Summit Circle North (Wagman). **Motion**(Luciani/Detwiler) to approve the

Operation and Maintenance Agreement for Sorkin and Wagman as recited by the Zoning Officer.  
**Motion Carried 4/0.** Ms. Clark abstained.

7. Code Enforcement Officer - Cliff Gordon  
There was no report.

8. Township Manager – Marcy L. Krūm-Tinsley

a. York City Sewer Authority Workgroup

- Minutes – Feb. 11 and 18, 2021

b. York Area Metropolitan Planning Organization (YAMPO) Technical Comm -Apr.1, 2021

c. 2021 Statement of Financial Interests due by May 1, 2021

Manager Krūm-Tinsley reported that she had provided Minutes for the Board. She reminded the Board members that their Statement of Financial Interest is due by May 1<sup>st</sup> for the year 2020. She reported that the 2021 Tax Collector has been appointed as the York County Treasurer's Office. Instructions are available as to where taxes are to be mailed or hand delivered. The County will be at the township's facility on Tri Hill Road in the morning of April 14<sup>th</sup>. All the instructions will be on the township website. Commissioner Detwiler questioned the process for filling the Tax Collector vacancy. Solicitor Hovis indicated that the Township has the obligation to fill vacancies. The unfortunate part is if no one runs for office during the primary then someone can get a write in vote in the general election and be elected in a write in vote. If no one votes for anyone, then the Board of Commissioners shall have 30 days from the date of vacancy (which date should be researched) to fill the office.

d. Emergency Notification Program

Manager Krūm-Tinsley stated that she had been doing an assessment of the current Emergency Notification system. She presented two options for the Emergency Notification Program. The current vendor was used three times during 2020 at a cost of \$7,700. The second option for a Comprehensive Notification System would be at a cost \$5,000. She requested the Board's approval to try the new vendor. **Consensus of the Board was to move forward and engage the Comprehensive Notification System at an annual price of approximately \$5,000**

e. Website Vendor

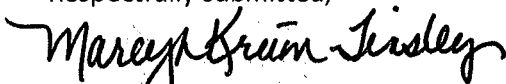
Manager Krūm-Tinsley presented one final item concerning the current website vendor. She would like to investigate other vendors to provide a more user-friendly avenue for the Township Staff. She will keep the Board updated as to her findings for consideration. **Consensus of the Board was approval to investigate other vendors.**

## II. Adjourn

**Motion** (Clark/Luciani) to adjourn the meeting. **Motion Carried 5/0.**

President Commissioner Dan Rooney adjourned the meeting at 7:35 p.m.

Respectfully submitted,



Marcy L. Krūm-Tinsley  
Township Manager, Secretary

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