

Minutes of the Spring Garden Township Board of Commissioners
6:00 p.m. – November 11, 2020

Persons Present:

Daniel E. Rooney, President
John J. Luciani, Vice-President
Thomas Gwilt, Commissioner
Mike Thomas, Commissioner
Annette Clark, Commissioner (Virtually)
Steve Hovis, Esq., Solicitor

Marcy L. Krüm-Tinsley, Township Manager
David M. Davidson, Jr., P.E., Engineer
B. J. Treglia, C.S. Davidson
Krista Gardner, Chief Financial Officer
Daniel Hoff, Chief, YAUFRR
George J. Swartz, Chief of Police

1. Call to Order – Business Meeting

President Commissioner Dan Rooney called the meeting to order and led the Pledge of Allegiance. He announced that an Executive Session was held from 5:30 p.m. to 6 p.m. this date to review Personnel, Litigation, and Property matters.

A. Presentations - None

B. Public Comment - None

C. Board of Commissioners Meeting Minutes

1. **Action:** Motion to approve Board of Commissioners' workshop – September 9, 2020
2. **Action:** Motion to approve Board of Commissioners' workshop – October 14, 2020
3. **Action:** Motion to approve Board of Commissioners' business meeting – October 14, 2020

Motion (Thomas/Gwilt) to approve Board of Commissioners Meeting Minutes, items 1, 2, and 3 as presented. **Motion Carried 5/0.**

D. Treasurer's Report

1. **Action:** Motion to accept the October 2020 Treasurer's Report / Bank Transactions

Motion (Clark/Luciani) to accept the October 2020 Treasurer's Report and Bank Transactions. **Motion Carried 5/0.**

E. Opening/Awards of Bids - None

F. Subdivision/Land Development

1. **Action:** Motion to approve request for reduction in surety for Greenleigh at Regents Glen in the amount of \$5,187. Remaining balance: \$128,154.05.

Motion (Luciani/Thomas) to approve the request for reduction in surety for Greenleigh at Regent's Glen in the amount of \$5,487. **Motion Carried 5/0.**

2. **Action:** Motion to approve Stormwater Operation and Maintenance and Right-of-Way Agreement for John Horn, 120 Leeds Road (York) for an inground swimming pool project.

Motion (Luciani/Thomas) for approval of Operational Maintenance Agreement for John Horn of 120 Leeds Road (York) for his pool project. **Motion Carried 5/0.**

3. FYI: York Co. Planning Comm. Review of Traffic Impact Study for 1701 S. Queen St.

President Commissioner Dan Rooney attended the Planning Commission meeting. The Traffic Impact Study was reviewed and comments were provided. The Wellspan site on Queen Street was tabled.

G. Old Business

1. Update: Mt. Rose Avenue site study concept.

Dave Davidson stated that he would have some sketches in the next several weeks and will report to the board at the next meeting.

2. **Action:** Commissioner Thomas (Ward 1) resignation

Commissioner Mike Thomas stated that it was becoming increasingly difficult to honor the position of Commissioner and secondly his employer noted a conflict of interest in making sure he was fully available for them. His resignation is effective at the close of this meeting.

Solicitor Hovis noted that the board has 30 days from this date to fill the vacancy. December 9th is the next meeting date, which falls on the 29th day.

MOTION (Luciani/Gwilt) to approve the submitted resignation of Commissioner Thomas with thanks for his service to the Board and other committees; the budget and also YAUF. **Motion Carried 5/0.**

H. New Business

1. Due to increase in Tip fee from York County Solid Waste Authority, commencing Jan.2021, the cost for residential refuse & recycling collection will increase \$0.58 (from \$64.81/qtr. to \$65.39/qtr.)
2. **Action:** Motion to accept the low quote for Relocation services (Warners \$2,805.50).

Motion (Luciani/Clark) to approve the Relocation services quote of \$2,805 for the moving contract. **Motion Carried 5/0.**

3. **Action:** Motion to adopt Resolution 2020-19 approving the 2021 Budget (SGT allocation in the amount of **\$2,043,163.07**

Motion (Thomas/Luciani) to adopt Resolution 2020-19 approving the 2021 YAUF budget in the amount of \$2,043,163.07. **Motion Carried 5/0.**

4. **Action:** Motion to advertise ordinances adopting the 2021 Spring Garden Township Budget and 2021 Tax Levy Rates

Motion (Clark/Gwilt) to advertise ordinances for the Budget and Tax Levy. **Motion Carried 5/0.**

5. **Action:** Motion to approve Resolution 2020-20 designation of Township Manager as agent for obtaining financial assistance for COVID related efforts from PEMA.

Motion (Luciani/Thomas) to approve Resolution 2020-20 designating the Township Manager as the agent for financial assistance for COVID from PEMA. **Motion Carried 5/0.**

6. **Action:** Motion to approve Resolution 2020-21 Police Policies

Motion (Luciani/Clark) to approve the Resolution 2020-21 Police Policies. **Motion Carried 5/0.**

Healthcare (Medical) Plan

Motion (Luciani/Clark) to extend to the Commissioners the health insurance (medical benefit) for them as an individual with the responsibility that they would pay their cost of that premium. **Motion Carried 5/0.**

HSA Amendment

Motion (Luciani/Gwilt) to approve Resolution #2020-22. **Motion Carried 5/0.**

Chiller Warranty

Request for purchase of a warranty for the chiller for the HVAC system for years 2 through 5 for \$3,500. Value of the chiller itself is \$32,700.

Consensus was to hold any decision for further information.

Microsoft Office 365 – Governmental License

Manager Krüm-Tinsley brought forward a request from the IT group to migrate to a governmental license through Microsoft Office 365 for email due to increased phishing attempts to access data and to provide secure access to Mission Critical Information for the Police Department. The migration/implementation is \$65,050 with a monthly charge of \$183.07. This would cover Administration as well.

Motion (Luciani/Gwilt) to approve the implementation fee and monthly fee to move to a government account for all of the computers. **Motion Carried 5/0.**

Prospect Commerce Center

Solicitor Hovis indicated that the board needed to review this and provide some direction. There is no rush for a decision. He requested the board's review and come back with questions.

Vice President Commissioner John Luciani brought forward Commissioner Thomas' resignation. He noted the need to fill the position, and he had reached out to a gentleman he knew from Ward 1, Mr. Dave Detwiler, who currently serves on the Civil Service Commission. Mr. Detwiler discussed it with his wife and indicated his interest. He would need to resign from the Civil Service Commission

Motion (Luciani/Clark) to nominate Dave Detwiler to the position in Ward 1; in addition to accept his resignation from the Civil Service Commission. **Motion Carried 5/0.**

Solicitor Hovis stated Mr. Detwiler will need to be sworn in, and a contact made to the Board of Elections to advise them that in the next Municipal Election he will need to be on the ballot.

i. Spring Garden Township Municipal Building and Violet Hill Park Project

1. Status Report

- a. Murphy & Dittenhafer Construction Meeting Minutes #31, 32, and 33
- b. Capital Construction Management.

Greg Koussis reported that there is continuing progress. Overall completion is at the end of this month. He suggested that the first meeting would be better scheduled for January.

Township Manager Krūm-Tinsley indicated moving in date is scheduled for December 9th. In addition, she mentioned that they did go out to bid for the air conditioning units but did not get any bidders. There was a request to have them donated; however the place that was being considered for a donation already got new ones.

Consensus of the board was to remove the AC units and place them in storage.

Public Comment: Tom Stees noted that the fire company had stored a unit for 20 years, put it back in service three years ago and it worked well.

President Commissioner Rooney asked if they might have room to store this unit. Mr. Stees questioned how big it would be.

Consensus was to have their people discuss the possibility.

2. Change Orders

- a. **Action:** Motion to approve Lobar ASI-8 CO14 DA1 fixture and occupancy sensor install and cable connection of security devices at door hardware(\$1,432.03)
Motion (Luciani/Thomas) to approve the Security Device Door Hardware Change Order for \$1,432.03. **Motion Carried 5/0.**

3. Requests for Payment

Action: Motion to approve the following requests for payment:

- a. eciConstruction (General Contractor) in the amount of \$398,858.34
- b. Lobar (Electrical Contractor) in the amount of \$64,347.81
- c. North Bay Mechanical (Mechanical Contractor) in the amount of \$2,829.60
- d. Vision Mechanical (Plumbing Contractor) in the amount of \$29,153.47
- e. ECS (Testing Services) in the amount of \$1,505.00 and \$1,834.00

Motion (Luciani/Clark) to approve the following requests for payment; ECI \$398,858.34, Lobar Electrical Contractor \$64,347.81, North Bay Mechanical \$2,829.60, Vision Mechanical, a plumbing contractor, in the amount of \$29,153.47, ECS Testing in the amount of the \$1,505 and \$1,834. **Motion Carried 5/0.**

J. Commissioners' Comments

1. Commissioner Thomas, Ward 1 indicated that things are still pretty locked down, but we do appreciate the leaf collections
2. Commissioner Rooney, Ward 2 acknowledged that this date is Veteran's Day. He noted that his father is a Korean War Veteran and acknowledged Veteran Commissioner Gwilt as well. He presented an introductory discussion on the Zoning Overlay, which he hoped to review the possibility of creating an overlay district, to provide more control of what would be permitted in the township.
Commissioner Rooney thanked his wife for allowing him to come to the meeting this night since it was his wedding anniversary. He had discussed it with her and she indicated he should attend the meeting.
3. Commissioner Clark, Ward 3 stated that it was all quiet in Ward 3. She noted for the first time she had begun to see the effects of COVID 19 in her neighborhood. She has a number of neighbors being quarantined.
4. Commissioner Luciani, Ward 4 echoed the sentiments about Veteran's Day. This is the 11th month and the 11th day as a result of WWI.
5. Commissioner Gwilt, Ward 5 indicated that construction is now completed on Mt. Rose Avenue even though it's rough to drive on. The leaves were picked up. He and his neighbors wanted to thank Chief Schwartz and his men to who were involved in helping get rid of a neighborhood problem.

K. Township Staff Reports

1. Engineer – David Davidson, P.E./C. S. Davidson, Inc.
 - a. Tapping Fees study update
 - b. Hill Street Sanitary Sewer Repairs and Schedule – update
 - c. Virginia Ave/Country Club Rd. Stormwater – update

Dave Davidson reported that they currently are in the cost information gathering stages on all the sewer projects that were not financed by assessments and paid personally. He expected to have something next meeting.

B. J. Treglia reported that their survey is 95% complete, and mapping is 95% complete

2. Solicitor – Attorney Hovis/Stock and Leader
 - a. Spahn Avenue - update
Solicitor Hovis stated that the purchase of the Spahn Avenue property was finalized and Public Works is positioned to utilize that property.
 - b. Sewer Authority Work Group
Solicitor Hovis reported that the Sewer Authority Work Group continues to meet. The City will open bids the second week of December. Updates will continue.
 - c. General Obligation Note
Solicitor Hovis reported that the Township issued a General Obligation Note with People's Bank in 2019 to assist with the funding of the construction project for the new building. The Bank notified the Township this week that although the interest rate was 3.7%, they are willing to reduce the interest rate to 3.25%. A Modification Agreement will be needed. He requested a Motion be made authorizing the Township to enter into a Modification Agreement with People's Bank with the reduced interest rate.
Motion (Thomas/Gwilt) to enter into a Modification Agreement for the terms of our municipal loan with People's Bank. **Motion Carried 5/0.**
3. Chief Financial Officer – Krista M. Gardner, CPA/Stambaugh
CFO Krista Gardner stated that she had nothing to add.

President Commissioner Rooney thanked her for all her work on the budget and other issues.

4. Police Chief – Chief Swartz
 - a. **Action:** Motion to approve the 2021 SPCA Agreement

Motion (Luciani/Clark) to approve the contract with the SPCA in the amount of \$6,477.67
Motion Carried 5/0.
5. Fire Chief – Daniel Hoff.
 Chief Dan Hoff thanked the Commissioners for approving the YAUFRR budget. He also thanked Commissioner Thomas for his service on the YAUFRR Commission. It had been a pleasure, and he wished him well. He added to Mr. Gwilt that his office would be available to him as he joins the YAUFRR Commission.
6. Public Works Superintendent – Steven Smith
 There were no questions/issues to discuss.
7. Zoning Officer – Linda Keller
 - a. Planning Commission
 Agenda – November 10, 2020
 Minutes – August 4, 2020
 - b. Zoning Hearing Board
 Agenda – November 16, 2020
 Minutes – October 19, 2020
 ZHB Decision (Application 125-03-02) regarding applicant Burkentine Builders & Sons and Inch & Co regarding variances for 325 S. Belmont St.
8. Code Enforcement Officer – Clifford Gordon
 There was no report.
9. Township Manager – Marcy L. Krüm-Tinsley
 - a. York City Sewer Authority Workgroup
 Minutes – October 29, 2020
 - b. York County Stormwater Consortium Regional Committee, Nov. 18, 2020 at 9 am. (virtual)

Township Manager Marcy Krüm-Tinsley reported several items which are summarized:

- Janitorial Quotes – Ready to make a decision; \$4,000 savings annually.
- Security and Fire Alarm Monitoring Quotes, Fire Alarm Annual Testing Quotes – Only 2 quotes received.
- Actuarial Services – Reviewing Beyer-Barber Service vs. Conrad Siegel; savings \$4,800 over 2-year cycle. This relates to the Police Pension Plan, the Non-Union Plan and OPED.

Motion (Luciani/Gwilt) to switch our actuary from Conrad Siegel to Beyer-Barber.
Motion Carried 5/0.

President Commissioner Dan Rooney announced that an Executive Session would be held immediately following adjournment for real estate discussions.

ii. Adjourn

President Commissioner Dan Rooney adjourned the meeting at 8:42 p.m. The Board convened into executive session for the discussion of property.

Respectfully submitted,

– Marcy Krüm-Tinsley
 Manager, Secretary
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