

# SPRING GARDEN TOWNSHIP

340 TRI HILL ROAD  
YORK, PA 17403-5709



PHONE NUMBER: 717.848.2858  
www.springgardentwp.org

## BOARD OF COMMISSIONERS BUSINESS MEETING AGENDA

February 14, 2024

6:30 PM

### I. Call to Order/Pledge of Allegiance

A. **Presentations** - Steven Martinez, Executive Director of the York County SPCA

B. **Public Comment**

C. **Approval of Minutes** – January 10, 2024 Business Meeting

D. **Treasurer’s Transactions**

1. January 2024 Treasurer’s Report/Bank Transactions

2. 2023 year-end budget review (preliminary)

3. Reserve Fund Accounts – establish reserve fund accounts

The reserve accounts, per the fund balance policy, contain at least six months of operating expenses and will be replenished annually. These accounts will have interest rates several percentage points higher than the checking accounts.

E. **Subdivision/Land Development**

1. **Inch & Co., White Oaks Villas** – conditional plan approval time extension request

2. **Inch & Co., Lot 78 Regents Glen** – time extension request for final plan approval

3. **Morehouse Instruments** - Final Subdivision / Land Development Plan approval & waiver

Combine two lots located at 1742 and 1748 Sixth Avenue and build an addition onto 1742 Sixth Ave.

In January 2024, the Planning Commission was unable to make a recommendation due to lack of a quorum.

The developer is seeking relief from stormwater management requirements and approval of the final plan.

F. **Old Business**

1. **Comprehensive Plan Discussion Group “Advisory Committee”**

Application criteria for being a member of the Comprehensive Plan update was posted on the website. Several applications were received for each ward and business stakeholders. We are currently waiting for feedback from York Township on fulfilling their appointments.

G. **New Business**

1. **Planning Commission member Ward 4** – appointment of Joel Sears

2. **International Property Maintenance Code** - request for amendment to 2018 edition

In January 2023 the Township updated the Fire Code from the 1990 BOCA Code to the 2018 International Fire Code. The Township currently is utilizing the 2009 International Property Maintenance Code.

3. **Delinquent Real Estate Taxes** –ratify President Commissioner’s signature on municipal real estate lien list (2023, 2023 Interims, and 2022 Interims)

4. **Safe Digging Month** – Resolution 2024-2

Traditionally outdoor projects start in the spring. Pennsylvania 811 Safe Digging Month serves as a reminder for all excavators and homeowners to contact 811 at least three business days before digging, so that the approximate location of underground utility lines can be identified and marked by facility owners. Contacting 811 before digging helps to prevent injuries, property damage, and inconvenient utility outages.

5. **York County Conservation District support request for grant application**

York County Conservation District has prepared and is submitting a grant application to the Susquehanna River Basin Commission on behalf of Grandmaster Kim of Kim’s Karate on Mt. Rose Ave. to aid in remediating flooding concerns. The request is for Spring Garden’s support of the grant application.

H. **Commissioners Constituent Representation**

1. Commissioner Detwiler, Ward 1

2. Commissioner Rooney, Ward 2

a. Mill Creek Clean-Up

3. Commissioner Gray, Ward 3

4. Commissioner Herrold, Ward 4

5. Commissioner Gwilt, Ward 5

I. **Township Consultants, Contracted Services, and Departments**

1. **Township Consultant Reports**

a. **Solicitor**

b. **Engineer**

c. **Fire Department/York Area United Fire and Rescue**

• **Equipment Purchase**

YAUFR Commission recently approved the purchase of four pieces of equipment at a cost of nearly \$5.65 million. This topic will be brought back to the Spring Garden Township Commissioners in the near future.

*Anyone wishing to speak during the designated public comment periods (agenda items B & L) regarding items not on the agenda or about any agenda item at the time designated by the President Commissioner should use the podium at the front of the room for their comments. Public meetings of the Board of Commissioners may be audio recorded for the purpose of assisting in the preparation of the meeting minutes; recordings are not public record and will be destroyed following adoption of the meeting minutes.*

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## 2. Township Administration

- a. Shentel – Internet at 340 Tri Hill Road  
The municipal building has experienced slow internet transmission speeds in the last several months. To boost the speed of the internet, Shentel will boost internet access and provide an additional port for the administration to connect directly to the modem. This is an additional \$185/mo. for the remainder of the 5-year contract.
- b. Work Order/Asset Management with Limble Solutions, Inc. - agreement  
Work order solution was provided for in the 2024 approved budget.
- c. Permit Solution with Brightly Software Inc for SmartGov - Agreement  
Permit solution was provided for in the 2024 approved budget; the agreement was approved for execution by the Township Solicitor.
- d. Cyber awareness training request
- e. Personnel - discipline/potential termination of personnel
- f. Code Enforcement - Resignation
- g. Sewer Bulk Rate with PA American Water - request for legal counsel to file affidavits on the Township's behalf as a response to certain testimony questioning the Township's bulk rates filed with the PUC in connection with PA American Water's recently filed rate case. This effort will be shared with Manchester, West Manchester, and York Townships, and North York Borough.
- h. CODY Pathfinder Custom Transition Contract – 2-year contract  
CODY is a public safety records management system; the cost of the transition is expected to be reimbursed by a grant.

## J. Public Comment

## II. Adjourn

**Township Consultants and Contracted Services**  
Engineer (David Davidson, P.E./C.S. Davidson, Inc.)  
Solicitor (Attorney Steven Hovis/Stock and Leader)  
York Area United Fire & Rescue (Chief Daniel Hoff)

**Township Administration:**  
Township Administrator (Marcy L. Krüm-Tinsley)  
Finance Department (Krista Gardner/SEK, CFO;  
Luther Wike, Jr., Finance Administrator)  
Police Department (Chief George Swartz)  
Public Works Department (Craig Ruhl, Superintendent)  
Zoning/Code Enforcement Department (Dawn Hansen, Zoning Officer  
and Trey Goodwin, Code Enforcement)

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