

Minutes of the Spring Garden Township Board of Commissioners  
6:30 p.m. – February 14, 2024

Persons Present:

Daniel E. Rooney, President Commissioner  
Andrew Herrold, Commissioner  
Thomas Gwilt, Commissioner

David Detwiler, Vice President Commissioner  
Anne Gray, Commissioner

I. Call to Order/Pledge of Allegiance

President Commissioner Rooney called the meeting to order, lead in the Pledge of Allegiance, and announced an Executive Session held prior to the meeting for personnel and legal matters.

A. Presentations

1. Steven Martinez, Executive Director of the York County SPCA  
The York County SPCA offer services that include adoption, animal cruelty investigation/prosecution, spay/neuter, and animal wellness/safety. Mr. Martinez presented specifically on their Community Cats program designed to address the feral cats.

B. Public Comment

President Commissioner Rooney presented guidelines for public comment.

1. Roberta Boffo of 1080 Grandview Road shared her thoughts on an open spaces and conservation zone as related to current township zoning ordinances and the historical and environmental significance of the south side of Greenhill.

C. **Motion** (Herrold/Gray) to approval of Minutes – January 10, 2024 Business Meeting. Discussion: none. Public comment: none. Carries 5/0.

D. Treasurer's Transactions

1. **Motion** (Detwiler/Herrold) to approve the January 2024 Treasurer's Report/Bank Transactions. Discussion: none. Public comment: none. Carries 5/0.
2. 2023 year-end budget review (preliminary): forthcoming next month.
3. Reserve Fund Accounts – establish reserve fund accounts  
**Motion** (Gwilt/Gray) to authorize opening General Fund and Sewer Revenue Fund Reserve accounts with PeoplesBank for maximizing interest revenue and retaining six months of operating expenses in line with Resolution 2023-28 Fund Balance Policy. Discussion: none. Public comment: none. Carries 5/0.

E. Subdivision/Land Development

1. Inch & Co., White Oaks Villas – conditional plan approval time extension request  
**Motion** (Herrold/Detwiler) to approve a 45-day time extension request for White Oaks (Inch & Co.) from March 3, 2024 to April 17, 2024 to meet conditions on the final plan for recording. Discussion: none. Public comment: none. Carries 5/0.
2. Inch & Co., Lot 78 Regents Glen – time extension request for final plan approval  
**Motion** (Gray/Gwilt) to approve a 45-day time extension request for the Lot 78 (Inch & Co.) final plan from February 15, 2024 to March 31, 2024. Discussion: none. Public comment: none. Carries 5/0.
3. Morehouse Instruments - Final Subdivision / Land Development Plan approval & waiver  
**Motion** (Herrold/Gray) to conditionally approve the Morehouse Instruments Final Subdivision Plan with conditions including the engineer's seal and signature (§275-24.C.5); owner's signature (§275-24.C.22); maintenance guaranteed for all improvements be supplied prior to final approval (§275-24.D.6); execution of a Developer's Agreement, prepared by Township Solicitor, recorded by the Township prior to release of the Final Plan for recording; and to approve the Stormwater Management (§265) Waiver. Discussion: none. Public comment: Roberta Boffo of 1080 Grandview Road asked about the stormwater waiver and the location of the property as related to the fire company. Carries 5/0.

F. Old Business

1. Comprehensive Plan Discussion Group "Advisory Committee" Appointments
  - i. **Motion** (Detwiler/Herrold) to appoint Mike Thomas as Ward 1 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
  - ii. **Motion** (Rooney/Gray) to appoint Alex Bishop as Ward 2 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.

- iii. **Motion** (Gray/Gwilt) to appoint Brian Ports as Ward 3 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
  - iv. **Motion** (Herrold/Detwiler) to appoint John Luciani as Ward 4 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
  - v. **Motion** (Gray/Herrold) to appoint Christina Kauffman as Ward 5 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: Lynne Huddleston of 808 Clearmount Road has worked with Jason Langheine and was very impressed with his attitude, handling of information, and feels he would be an excellent candidate. Roberta Boffo of 1080 Grandview Road indicated that Jason has taken grant workshops. Commissioner Rooney indicated there were no ayes; Commissioner Herrold continued with a new nomination.
  - vi. **Motion** (Herrold/Detwiler) to appoint Jason Langheine as Ward 5 representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
  - vii. **Motion** (Rooney/Herrold) to appoint Kristen Beecher of Red Lion Controls as Business Stakeholder 1 on the Comprehensive Plan Advisory Committee. Discussion: Commissioner Herrold indicated if this candidate is approved, he would like to see the second business stakeholder be from a small business. Public comment: Roberta Boffo of 1080 Grandview Road expressed concern that Red Lion Controls was bought out and would develop land in the Township for their headquarters. Carries 4/1 with Commissioner Herrold in opposition.
  - viii. **Motion** (Herrold/Detwiler) to appoint Mark Sindicich as Business Stakeholder 2 on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
  - ix. **Motion** (Gray/Herrold) to accept the recommendation of the Planning Commission and appoint Amy Mitten as the Planning Commission Member representative on the Comprehensive Plan Advisory Committee. Discussion: none. Public comment: none. Carries 5/0.
- G. New Business
- 1. Planning Commission member Ward 4 – vacancy appointment  
**Motion** (Herrold/Detwiler) to appoint Joel Sears to serve as the Ward 4 Planning Commission member. Discussion: none. Public comment: none. Carries 5/0.
  - 2. International Property Maintenance Code - request for amendment to 2018 edition  
**Motion** (Gray/Detwiler) to authorize the Zoning Officer and Solicitor to draft an ordinance amendment to Chapter 165 “Housing and Property Maintenance” to implement the 2018 International Property Maintenance Code. Discussion: none. Public comment: none. Carries 5/0.
  - 3. Delinquent Real Estate Taxes  
**Motion** (Herrold/Detwiler) to ratify President Commissioner Rooney’s execution of the Real Estate Lien List for Spring Garden Township. Discussion: none. Public comment: none. Carries 5/0.
  - 4. Safe Digging Month – Resolution 2024-2  
**Motion** to approve Resolution 2024-2 to recognizing April 2024 as Pennsylvania 811 Safe Digging Month. Discussion: none. Public comment: Lynne Huddleston of 808 Clearmount Road would like to see this on Savvy Citizen. She is thrilled with the Savvy Citizen email updates. Carries 5/0.
  - 5. York County Conservation District support request for grant application  
**Motion** (Herrold/Gwilt) to support the grant application prepared by York County for Kim’s Karate. Discussion: none. Public comment: Roberta Boffo of 1080 Grandview Road asked about the flow direction of the stormwater. Carries 5/0.
- H. Commissioners Constituent Representation
- 1. Commissioner Detwiler, Ward 1: Would like a limit on the number of time extensions.
  - 2. Commissioner Rooney, Ward 2
    - Mill Creek Clean-Up: East Market Street to Mount Rose Avenue Clean-up. Will bring back with more details. Looking to schedule the clean-up the end of April or early May.

3. Commissioner Gray, Ward 3: Would like to have staff look into streaming meetings for those that are unable to attend in person. Envision this as streaming only and would not have an interactive component. Received comments on making draft budgets and draft legislation available on the website. Would like to get feedback on making drafts available.
  4. Commissioner Herrold, Ward 4
  5. Commissioner Gwilt, Ward 5: Inquired about new telephone poles. The Zoning Officer indicated the poles where traffic is being reconfigured around the Dermody property will be trimmed and those along Greenhill are due to updated transmission lines.
- 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
  2. Township Administration
    - a. Shentel – Internet at 340 Tri Hill Road  
**Motion** (Herrold/Gray) to approve the amendment to the Shentel Contract to increase internet speed and add an extra port for an additional \$185 per month. Discussion: none. Public comment: Joel Sears of 1750 Wyndham Drive inquired about the purpose of the expanded service. Carries 5/0.
    - b. Work Order/Asset Management with Limble Solutions, Inc. - agreement  
 Work order solution was provided for in the 2024 approved budget.  
**Motion** (Detwiler/Gray) to enter into agreement with Limble Solutions, Inc. for a work order/asset management solution, contingent on Solicitor’s review of contract, at an initial contract cost of \$3,672, and authorize additional users at a later date of a cost not to exceed \$1,300. Discussion: none. Public comment: none. Carries 5/0.
    - 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.  
**Motion** (Detwiler/Gwilt) to ratify the execution of the agreement with Brightly Software Inc. for the permit solution called SmartGov at initial investment of \$58,759 (split between Zoning and Code Enforcement line items) that provides an on-line management solution for permitting, planning, sections, code enforcement, and rental licensing. Discussion: none. Public comment: Joel Sears of 1750 Wyndham Drive asked if the system is designed to allow for communication with other systems, training, and cost. Staff indicated the system does allow for communication between other platforms. Carries 5/0.
    - d. Cyber awareness training request  
**Motion** (Gray/Gwilt) to engage in a Learning Management System platform for cyber awareness training offered through the Township’s Information Technology consultant, Stambaugh Ness. The expense (\$200/month for 40 users) will be divided among the general fund line items for information technology and networking services. Discussion: none. Public comment: none. Carries 5/0.
    - e. Personnel - discipline/potential termination of personnel  
**Motion** (Gray/Gwilt) to terminate the employment of Finance Assistant April Wright. Discussion: none. Public comment: none. Carries 5/0.
    - f. Code Enforcement – Resignation  
**Motion** (Herrold/Gray) to accept the resignation of Trey Goodwin. Discussion: none. Public comment: none. Carries 5/0.
    - 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.  
**Motion** (Herrold/Gwilt) to enter into an agreement with the law firm Obermayer at a rate of \$375/hour. Discussion: none. Public comment: none. Carries 5/0.
    - h. CODY Pathfinder Custom Transition Contract – 2-year contract  
 Expense would be offset with local law enforcement grant funds. Legal has reviewed

the agreement.

**Motion** (Gwilt/Gray) to enter into the CODY Pathfinder two-year contract at \$43,242.

Discussion: none. Public comment: none. Carries 5/0.

J. Public Comment

II. Adjourn

**Motion** (Rooney/Detwiler) to adjourn. Discussion: none. Public comment: none. Carries 5/0.

Respectfully submitted,

Marcy L. Krūm-Tinsley  
Township Manager/Secretary

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Approved