

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 March 13, 2024 · 6:30 PM

I. Call to Order / Pledge of Allegiance

A. Presentations

B. Public Comment

C. Minutes - February 14, 2024 Business Meeting

D. Treasurer's Transactions – February 2024

- 2023 year-end preliminary budget review

E. Subdivision/Land Development

1. Rutters #63/910 S. Richland Ave.– security release

- Ratification of the authorization for the Engineer to inspect improvements
- Security release in the amount of \$9,075 pursuant to the Township Engineer's report dated March 4, 2024

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

The purpose of the plan is to construct multifamily residential units (a 3-story 24-unit apartment building) in Apartment-Office Zone. Outstanding zoning items are parking, dumpster location and front yard requirements, and fence height. This is the third time extension requested. Planning Commission tabled the plan at the Jan. 2024 meeting due to outstanding items; a new plan has not been submitted to-date.

- 45-day time extension request for the Lot 78 (Inch & Co.) Final Plan from March 31, 2024 to May 15, 2024 to meet the provisions of the ordinance for final plan

3. Morehouse Instruments, Final Subdivision / Land Development Plan

The purpose of the plan is to combine two lots located at 1742 & 1748 Sixth Avenue and build an addition onto 1742 Sixth Ave. The plan was conditionally approved on Feb. 14, 2024; the applicant is seeking a 45-day extension to complete the remaining condition which is the developer's agreement.

- 45-day time extension request for the Morehouse Instruments Final Subdivision/Land Development Plan to April 18, 2024 to satisfy the requirements of the conditional final plan approval

F. Old Business

1. Comprehensive Plan Discussion Group "Advisory Committee"

Following approval of the February 2024 information regarding the Comprehensive Plan discussion group/advisory committee will be added to the website. We anticipate a kick-off meeting this spring.

G. New Business

1. Hiring of Personnel

- Hire: Rebecca Nicklow as full-time Finance Assistant contingent on satisfactory background checks with an hourly rate of \$24 for a 90-day provisional period, and \$24.75 following acceptable review of provisional period
- Rehire: part-time parking enforcement officer, Gordon Sprenkle, effective Apr. 2, 2024 \$24/hour
- Resignation: Police Chief George Swartz
- Duty sidearm transfer
- Request for authorization to begin the recruiting/interview process for Police Chief/Administrator
- Resignation: of Beth Barnes, part-time office support
- Request to commence the hiring process of a full-time office support staff member, rate not to exceed \$22/hour

2. 2024 Road Materials Bid - Award

The 2024 Road Materials Contract is for the supply of various paving materials from March 2024 through March 2025. Bid opening, via PennBid occurred on March 11, 2024, at 10am. The low bid submitted by York Materials Group was \$76,705.00 based on estimated quantities.

- Award request to York Materials Group for the 2024 Road Materials contract

<u>Bid Item Description</u>	<u>Unit Price per Ton</u>
9.5mm Wearing Course	\$84.05
19mm Binder Course	\$77.20
25mm Base Course	\$72.25
Total Base Bid	\$76,705.00

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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3. Project advertisement request

Virginia Avenue Street and Stormwater repair project will primarily consist of 367 linear feet of 48" diameter plastic corrugated pipe to increase volume and capacity of stormwater from Virginia Avenue and Country Club Road. Bids information available via PennBid.net.

- Request to advertise the Virginia Avenue Street and Stormwater repair project

4. Post-Traumatic Stress Injury Bill (SB 365)

Update from April 2023: SB365 was updated and continues to place a massive mandate on local governments. As written, SB 365 and HB 1632 lack reasonable and commonsense provisions that would help control costs to taxpayers. A letter to our representatives was sent reiterating our commitment to supporting our first responders in a way that does not handicap our local governments.

H. Commissioners Constituent Representation

1. Commissioner Detwiler, Ward 1
2. Commissioner Rooney, Ward 2
 - a. Mill Creek Clean-Up – May 11, 2024; request for supply expenditure
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
YAUFRR 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.
2. Township Administration (departments)
 - a. Administrative Office Business Hours
Commencing April 1, 2024, to parallel the police department, the Business office will be closed between the hours of 12:00pm noon and 12:30pm, Monday through Thursday.
 - b. MCSAP Letter of Understanding, authorization to sign
PA State Police Motor Carrier Safety Assistance Program letter of understanding provides procedures to be followed when conducting motor carrier safety inspections.

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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