

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 12, 2025 – 6:30 PM

PUBLIC AGENDA

I. Call to Order / Pledge of Allegiance

Executive Session was held on January 29th for the purpose of reviewing legal and personnel matters.

A. Presentations

1. Lengths of Service Awards

5 Years: Jeffery Haines, Kelly Sciangula, Officer Angel Rivera, Officer Brandon Nolan, Officer Joseph Bucek, Officer Cody Thompson

10 Years: Matthew Yinger, Brandon Burke, William Sechrist, Lynette Eisenhuth, Officer Richard Morris, Officer Tomas O'Brien

15 Years: Brandon Burke, Timothy Galloway, Russel Fuller, Creig Scott, Brent Barley, Lynette Eisenhuth, Arlene Grada, Officer Richard Morris, Sergeant Adam Garman

20 Years: Jack McGirr, Glenn Ebersole, Creig Scott, Brent Barley, Arlene Grada, Detective Dony Harbaugh, Officer Robert Lusk, Detective James Hott, Sergeant Adam Garman, Sergeant Alisha Graybill

25 Years: Jack McGirr, Craig Ruhl, Kerry Iman, Officer George Stone, Sergeant Michael Grada, Sergeant Adam Zimmerman, Officer Ricky Eisenhart

30 Years: Sergeant Joseph Dashler, Sergeant Michael Grada, Chief Adam Zimmerman

B. Public Comment

C. Business Meeting Minutes

1. **ACTION:** to approve the January 8, 2025 Business Meeting Minutes.

D. Finance

1. **ACTION:** to accept the January 2025 Treasurer's Report and Bank Transactions.

E. Subdivision / Land Development

1. Security Reduction – Regent's Glen White Oaks

i) **ACTION:** to ratify the Manager's authorization for the Engineer to proceed with the inspection of the improvements at Regent's Glen White Oaks.

ii) **ACTION:** to approve the reduction of security for Regent's Glen White Oaks to \$1,794,764.40 in accordance with the Engineer's recommendation.

2. Securities Evaluation

ACTION: to direct the Engineer to review securities of land development projects held for over a year for needed security adjustments.

ACTION: To authorize the Engineer to inspect the work at 700B N Sherman Street under the Maintenance Bond of \$7,414.35 that expired 02/11/2025 for recommendations for final release.

F. Old Business

1. Comprehensive Plan Discussion Group "Advisory Committee" – FYI

The next meeting will be held on Monday, February 17, 2025, at 6:00 pm at the Township Office. This meeting will be a joint meeting with the York Township Planning Commission and our Township Multi-Municipal Comprehensive Plan Advisory Committee for the purpose of further discussing the Joint Comprehensive Plan. There will not be an opportunity for public comments at this meeting, however the public are welcome to attend to observe.

- Once the committees approve the proposed plan it will be sent to the next regular meeting of the Planning Commission for a recommendation to the Board of Commissioners.

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- The Board of Commissioners at their next meeting will take action to advertise for 45 days for review by the public and to be reviewed by the York County Planning Commission.
- At the end of the 45-day review period, the Board will act on the proposed plan.
- i) **Comprehensive Plan Advisory Committee Appointment – Jason Wehrle**
Appointment of Jason Wehrle of Belmont Bean as the community business representative to replace Kristen Beecher.
ACTION: to appoint Jason Wehrle to the Comprehensive Plan Advisory Committee.
- 2. **Mill Creek Trail and Greenway – Easement Agreements**
The Mill Creek Trail and Greenway may require easement agreements with HMS Networks, WellSpan, Met-Ed, Springettsbury Township.
ACTION: to direct staff to work with the Solicitor and Engineer to draft easement agreements needed for Phase One (1) of the Mill Creek Trail and Greenway.
- 3. **Fire Station 892 on Indian Rock Dam Road**- i) **Funding Consulting Services and Government Relations Services**
Staff distributed RFPs for funding consulting and government relation services. Two proposals were received for funding consulting services and one for government relation services. Staff is recommending GMS Funding Solutions for funding consulting services and Saxton and Stump for government relations services.
ACTION: to approve entering into an agreement with GMS Funding Solutions for funding consulting services based on their proposal at a monthly rate of \$4,400 of unbudgeted funds following the review by the Solicitor and to authorize the Manager to execute the agreement.
ACTION: to approve entering into an agreement with Saxton and Stump for government relations services based on their proposal at a monthly rate of \$4,400 of unbudgeted funds following the review by the Solicitor and to authorize the Manager to execute the agreement.
- ii) **Request for Payment – MW Studios Invoice 24-156-02**
ACTION: to approve payment in the amount of \$7,400 to MW Studios using unbudgeted funds from the Building Improvement Fund.
- iii) **Fire Station Design Conference – May 19-22, 2025**
The Fire Station Design Conference will be held May 19-22 in Glendale, AZ. President Commissioner Rooney may attend the conference for additional insight on fire station design related to the Fire Station 892 Replacement Project.
ACTION: to approve unbudgeted funds not to exceed \$2,000 for Commissioner Rooney to attend the 2025 Fire Station Design Conference.
- 4. **York County Regional Police Department (YCRPD) Merger**- i) **Ordinance 2025-01 YCRPD ICA Charter Agreement**
Ordinance 2025-01 YCRPD ICA Charter Agreement declares Spring Garden Township a charter member of the York County Regional Police Commission.
ACTION: to approve Ordinance 2025-01 YCRPD ICA Charter Agreement. (Roll Call Vote)
- ii) **Memorandum of Understanding - Agreement for Police Service**
Memorandum of Understanding between Spring Garden Township, Spring Garden Township Police Officers' Association, York County Regional Police Commission, and York County Regional Police Officers' Association regarding conditions of employment, seniority, and benefits for Spring Garden Township police officers merging with York County Regional Police Department.
ACTION: to approve Memorandum of Understanding - Agreement for Police Services.

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iii) Agreement of Lease – York County Regional Police Commission

Agreement to lease STE B of the Spring Garden Township Municipal Building located at 340 Tri Hill Road to York County Regional Police Commission through 12/31/2034 at an amount of \$4,657.50 per month.

ACTION: to approve the lease agreement between Spring Garden Township and York County Regional Police Commission.

5. YorkLogistics/Dermody – E Boundary & S Albemarle Ave. - FYI

The I-83 YorkLogisticcenter engineer provided reports that document paving inspections. These reports were reviewed by our Engineer. It has been advised that an 18 month bond is sufficient.

6. 2025 Streets Paving Contract (MS-944) and Materials Contract (MS-963) – Liquid Fuels

Award the 2025 Streets Paving Contract and the 2025 Streets Materials Contract.

ACTION: to award the 2025 Materials Contract (MS-963) to York Materials Group at unit costs of \$76.95 per ton for 9.5mm wearing course, \$69.95 per ton for 19mm binder course, and \$64.85 per ton for 25mm binder course and to authorize the Manager to execute any and all agreements.

ACTION: to award the 2025 Streets Paving Contract (MS-944) to Asphalt Maintenance Solutions, LLC at a unit cost of \$9.69 per square yard to supply and place ultra-thin bonded wearing course and to authorize the Manager to execute any and all agreements.

7. Ordinance 2025-02 Chapter 100 Alarms Amendment

Ordinance amending Chapter 100 – Alarms to remove annual registration.

ACTION: to approve Ordinance 2025-02 Chapter 100 Alarms Amendment. (Roll Call Vote)

8. Ordinance 2025-03 Recreation Commission

Ordinance reestablishing the Spring Garden Township Recreation Commission.

ACTION: to approve Ordinance 2025-03 Recreation Commission. (Roll Call Vote)

9. Recreation Commission Appointees Needed - Announcement

Spring Garden Township is seeking residents and property owners to serve as members of the Spring Garden Recreation Commission. This is a great opportunity to participate in reestablishing a thriving recreation program in Spring Garden Township.

10. Resolution 2025-03 PennDOT 83-Widening Sewer Relocation Cost Share and Signing Authority

The previous PennDOT 83-Widening Project cost share agreement was approved as Resolution 2024-35 and is being amended to extend deadline dates.

ACTION: to approve Resolution 2025-03 PennDOT 83-Widening Sewer Relocation Cost Share and Signing Authority.

G. New Business

1. Personnel

i) Recreation Program Coordinator

ACTION: to approve hiring Sarah “Katie” Sprich as the Recreation Program Coordinator effective February 17, 2025 at \$28.00 an hour following acceptable background screenings.

2. Tyler Run Restoration at York College

York College presented their plan to work with the Army Corp of Engineers to restore Tyler Run, a tributary that feeds the Codorus Creek. By removing impairments to Tyler Run, the restoration is anticipated to provide a reduced flooding footprint, protect existing infrastructure, and improve water quality of the Codorus Creek.

ACTION: to provide a letter of support of the Tyler Run Restoration Project at York College to the U.S. Army Corps of Engineers (USACE).

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3. **Zoning Hearing Board Reappointment – John Porter** (term expired 12/31/2024)
ACTION: to reappoint John Porter to the Zoning Hearing Board for a 5-year term (2025-2029).
4. **Fee Schedule Updates – Resolution 2025-__ __ Master Fee Schedule Amendment**
Updates including amount updates, removal of unapplicable fees, and referenced ordinances.
ACTION: to approve Resolution 2025-__ __ Master Fee Schedule Amendment.
5. **Sewer Ordinance Update**
As part of the 537 sewer plan and the 3M sewer module, Ordinance 250 – Sewers and Sewage Disposal will require updating.
ACTION: to direct staff to work with Township Engineer and Solicitor to update and advertise Ordinance 250 – Sewers and Sewage Disposal.
6. **Unbudgeted Funds Expense Approval**
Live streaming equipment battery backup, EMC liability insurance, guide rail repairs.
ACTION: to approve unbudgeted funds for a live streaming battery backup not to exceed \$600, for the 01/15/2025 EMC liability insurance expense in the amount of \$10,000, and for guide rail repairs by L.S. Lee Inc at Windsor St for \$5,895 and at Hudson St for \$2,999.
7. **Windsor Street Guide Rail Damages**
On 11/26/2024 there was a traffic incident on Windsor Street that damaged a section of guide rail. The repair for the guide rail is estimated to be \$5,895. Due to limits of the driver's auto insurance policy, the insurer has offered \$1,851.14 for the repair. Does the Board want to accept the offered amount for the damage or pursue other options. Our policy denied the claim because the damages are below our deductible.
DIRECT: staff and Solicitor on how to proceed on the Windsor Street guide rail repair expenses.
8. **Delinquent Real Estate Taxes**
ACTION: to ratify President Commissioner Rooney's execution of lien lists for delinquent real estate taxes for 2024, interim 2024, and interim 2023.
9. **Volunteer Service Credit Program – Earned Income Tax Credit Register**
Register of fire company volunteers that met the eligibility requirements for tax year 2024.
ACTION: to approve the 2024 volunteer service earned income tax credit register and to ratify the Manager's signature of the register.
10. **Fund Balance / Reserve Policy Transfers - FYI**
As part of the Township's desire to maintain a prudent level of financial resources to guard against service disruptions in the event of an unexpected revenue shortfall or unpredicted expenditures, the township has a fund balance / reserve policy. In accordance with this policy staff transferred \$164,591.71 to the general fund reserve account and \$78,486.89 to the sewer fund reserve account.
11. **Sheriff Sale – 647 N State Street**
There are currently two (2) liens on the referenced property and sewer payments have not been made since 03/2023. The property is vacant, is not being maintained, and appears abandoned. Staff have been unable to reach the property owner. Current delinquency exceeds \$4,700.
DIRECT: staff and Solicitor on taking 647 N State Street to Sheriff's sale.
12. **Safety Committee – Accident and Injury Prevention Program (AIPP)**
The Spring Garden Township Safety Committee has updated their Accident and Injury Prevention Program, and it requires adoption by the Board.
ACTION: to approve the Spring Garden Township Safety Committee has updated their Accident and Injury Prevention Program.

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H. Commissioner Constituent Representation

1. Commissioner Detwiler, Ward 1
2. Commissioner Rooney, Ward 2
 - i) Tri Hill Municipal Building Open House – [Tentatively Scheduled for April](#)
 - ii) Mill Creek 2025 Clean-Up – [April 5th 9:00 am to 11:30 am](#)
3. Commissioner Gray, Ward 3
4. Commissioner Herrold, Ward 4
5. Commissioner Gwilt, Ward 5

I. Township Consultant, Contracted Services, Departments

1. Township Consultants
 - i) Solicitor
 - ii) Engineer
 - iii) Fire Department / York Area United Fire and Rescue
2. Township Administration
 - i) Manager
 - ii) Zoning and Codes Enforcement
 - iii) Public Works
 - iv) Police
 - a) Police Radios

[The Spring Garden Police radios are nearing end of life for service and support. In preparation for this, we applied for a Community and Economic Assistance Program Grant. We received grant funds in the amount of \\$115,000 to help offset radio replacement costs.](#)

ACTION: to contract with B. Moyer Radio Communications to purchase new police radios for an amount not to exceed \$150,000.

J. Public Comment

II. Adjourn

ACTION: to adjourn.

Township Consultants and Contracted Services

Engineer (David Davidson, P.E./C.S. Davidson, Inc.)
Solicitor (Attorney Jason Sabol/Stock and Leader)
York Area United Fire & Rescue (Chief Daniel Hoff)
Finance (Krista Gardner/SEK, CFO)

Township Administration:

Township Administration/Manager (Luther C Wike Jr)
Police (Acting Chief Adam Zimmerman)
Zoning/Code Enforcement (Dawn Hansen, Zoning Ofc.)
Public Works (Craig Ruhl, Superintendent)

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