

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 12, 2025 – 6:30 PM

PUBLIC AGENDA

I. Call to Order / Pledge of Allegiance

Executive Session was held on March 3rd for the purpose of reviewing legal matters.

A. Presentations - None

B. Public Comment

C. Business Meeting Minutes

1. **ACTION:** to approve the February 12, 2025 Business Meeting and Workshop Minutes.

D. Finance

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

E. Subdivision / Land Development

1. Regents Glen Lot 86 – Red Oaks

Final conditional approval request for the Land Development Plan for Lot 86 of Regent's Glen.

Waivers:

ACTION: to approve the Regent's Glen Lot 86 Red Oaks waivers (read waivers):

- i) A waiver for preliminary plan approval has been requested. (§275-21, SALDO)
- ii) A waiver for street width has been requested. (§275-29, SALDO)
- iii) A waiver for street radii has been requested. (§275-39.C(1), SALDO)
- iv) A waiver for dead-end streets has been requested (§275-29, SALDO)
- v) A waiver for Max depth for stormwater basin of 6 feet has been requested. (§265-306.R.1.a, SWM)
- vi) Waiver for maximum side slope on stormwater basin has been requested (§265-306.R.1.a, SWM)
- vii) A waiver for Section 02575 - Bituminous surface street cross-section – 8 inches of PennDOT 2A stone has been requested.

Final Plan Conditions:

ACTION: to approve the Final Land Development Plan with the following conditions (read conditions)

- i) Name and seal of the registered professional engineer or surveyor responsible for the plan, attesting to the fact that survey data and plans are correct. (§275-24.C(5), SALDO)
- ii) Owner's notarized signature (§275-24.C(22), SALDO)
- iii) A second point of access should be provided (§275-29G, SALDO). As noted in General Notes (2) on the recorded White Oaks Plan, "Any development plans for proposed Lot 86 shall not be approved by Spring Garden Township prior to the owner/developer resolving a secondary primary access to the development with Spring Garden Township." A letter from the Railroad should be provided showing permission to allow passenger vehicles and local delivery trucks over the railroad. Having golf cart access is different than passenger vehicle/delivery truck vehicles. This access will need to conform to street specifications.
- iv) A Development Agreement, prepared by the Township's solicitor, shall be executed, and recorded by the Township prior to the release of the Plan for recording (§275-52, SALDO).
- v) An agreement detailing the responsibility for the emergency access serving both Red Oaks and White Oaks should be detailed as either a note on the plan or as part of the Developer Agreement.

Anyone wishing to speak during the designated public comment periods regarding items not on the agenda or about any agenda item at the time designated by the President Commissioner should **use the podium**. 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. Public meetings may be live streamed on YouTube.com

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- vi) Declarations and Covenants should be provided to show how the “footprint” lots will be conveyed. (§275-6, SALDO) A declaration plan will be prepared and recorded after recordation of this Land Development Plan. This will show the portion of the property to be conveyed to each home buyer along with any portion of the property that will be a common element or limited common element.
 - vii) Security for proposed improvements (sewers, landscaping, stormwater, streets, lighting, erosion control) must be posted before final plan approval (§275-24.D.5, SALDO)
 - viii) Recreation fee-in-lieu shall be paid to the Township prior to plan recordation (§275-38 SALDO).
 - ix) Stormwater management approval (§265 Stormwater Management)
 - x) An approved E & S Plan shall be provided. (§275-23A, SALDO)
 - xi) The proximity of the sanitary sewer lines exiting the site to the adjacent dwellings (units 28-30 and 21-32). In both cases the sewer is between 8 and 13 feet deep, about half of which is fill material. The sewers shall be centered between the adjacent units.
 - xii) The Engineer should review/approve the Traffic study provided by TRG.
- 2. Security Release – 1742 Sixth Ave. – Morehouse**
***ACTION:** to ratify the Manager’s authorization for the Engineer to proceed with the inspection of the improvements at 1742 Sixth Ave – Morehouse.*
- 3. Maintenance Bond – 350 N Sherman St.**
***ACTION:** to direct the engineer to inspect the improvements at 350 N Sherman Street for full release of the maintenance bond.*
- F. Old Business**
- 1. Comprehensive Plan Discussion Group “Advisory Committee” – FYI**
The last meeting was held on Monday, February 17, 2025, at 6:00 pm at the Township Office. This meeting was 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.
- The Planning Commission reviewed the Plan at the March 4th meeting. The Plan was tabled to the April Planning Commission meeting for more review time. Following review, the Plan will be recommended to the Board of Commissioners.
 - At the BOC meeting, following the Planning Commission’s recommendation, the Board will either continue to review or 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.
- 2. Mill Creek Trail and Greenway**
Easement agreements follow-up, next steps.
- 3. Fire Station 892 on Indian Rock Dam Road**
i) **Request for Payment – MW Studios Invoice 24-156-03**
***ACTION:** to approve payment in the amount of \$30,900 to MW Studios using unbudgeted funds from the Building Improvement Fund.*
- 4. York County Regional Police Department (YCRPD) Merger**
i) **Appointments to the York County Regional Police Commission**
***ACTION:** to appoint Commissioner _____ as the York County Regional Primary representative to a 2 year term (2025-2026).*

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ACTION: to appoint Commissioner _____ as the York County Regional Alternate representative to a 2 year term (2025-2026).

ii) 2023 Ford Escape Police Vehicle

This vehicle is currently in lease and will need to be purchased before it can be transferred to YCRPD as part of our capital contribution.

ACTION: to approve the purchase of the 2023 Ford Escape from Enterprise Fleet Management in the amount of \$22,131.70 of unbudgeted funds and to authorize the manager to execute the agreement.

iii) YCRPD Vehicle Purchase One with a License Plate Reader

Per the Capital Contribution included in the ICA, Spring Garden is to provide YCRPD \$105,000 for the purchase of a patrol vehicle. \$80,000 of the funds were allocated to the Capital Fund per the 2025 Budget.

ACTION: to approve \$80,000 from the Capital Fund and \$25,000 of unbudgeted funds from the General Fund to YCRPD for the purchase of patrol vehicle number one.

iv) YCRPD Body and In-Car Camera System Capital Contribution

Per the Capital Contribution included in the ICA, Spring Garden will provide \$120,701.28 to YCRPD for replacing the body and in-car camera system. The 2025 Budget included \$145,000 for this expense.

ACTION: to approve \$120,701.28 of budgeted funds to YCRPD for the replacement of the body and in-car camera system.

5. 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. We currently have interested parties from Wards 3, 4, and 5.

G. New Business

1. Personnel

i) MOU Teamsters 2025 Holiday Schedule Modification

A memorandum of understanding between Spring Garden Township and Public Works Teamsters to have the 2025 Christmas Eve holiday be observed on Friday, December 26, 2025.

ACTION: to approve the MOU with the Teamsters to move their Christmas Eve holiday to December 26, 2025.

2. Special Purpose Parking Zones Ordinance Amendment

Draft an Ordinance 300-31 Amendment to update the time restriction for the loading/unloading zone on Ogontz Street from the current 8:00 AM to 5:00 PM to 8:00 AM to 4:00 PM. The business requesting the update has agreed to pay all costs associated with the update.

ACTION to direct staff to work with Solicitor to amend and advertise ordinance 300-31 Special Purpose Parking Zones.

3. Chapter 300 Vehicles and Traffic Ordinance Update

As we move toward regionalization many sections of Chapter 300 will need updating.

ACTION: to direct staff to work with Solicitor to draft and advertise an updated Chapter 300 Vehicles and Traffic Ordinance.

4. Parking Ordinance Amendment – 2nd Ave. and Wheaton St.

An ordinance amendment to create a permit only parking area near Elmwood Park.

ACTION: to direct staff to work with Solicitor to draft and advertise an ordinance amendment

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creating a permit only parking area along the north side of 2nd Ave. and the west side of Wheaton St. from 1749 2nd Ave. to 210 Wheaton St.

5. York Area United Fire and Rescue (YAUFR) Emergency Response Billing Ordinance

A significant amount of resources go into vehicle incident response and usually these incidents involve drivers that are non-residents passing through the township. The proposed ordinance would allow for incident billing and is being considered by all of the YAUFR charter members.

ACTION: *to direct staff to work with Solicitor to review and advertise the proposed Emergency Response Billing Ordinance.*

6. YAUFR Primary Representative Two

To reappoint Commissioner Gwilt as YAUFR Primary Representative Two to a two year term(2025-2026).

ACTION: *to appoint Commissioner Gwilt as YAUFR Primary Representative Two for the 2025-2026 term.*

7. Mulberry Street Sinkhole Sewer Repair

There was a watermain break on 12/22/2024 and one on 01/06/2025 associated with a sinkhole. The sinkhole damaged our sewer line and required an emergency repair.

ACTION: *to approved the unbudgeted sewer expense in the amount of \$82,978.08 to York Excavating Company, LLC to repair the sewer main sink hole damage.*

8. Legal Services Request for Proposals

ACTION: *to ratify the Manager's action to advertise a request for proposals for legal services.*

H. Commissioner Constituent Representation

1. Commissioner Detwiler, Ward 1

2. Commissioner Rooney, Ward 2

i) Mill Creek 2025 Clean-Up – April 5th 9:00 am to 11:30 am

ACTION: *to approve unbudgeted funds up to \$1,000 for the Mill Creek 2025 Clean-Up efforts.*

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

a) YAUFR Charter Agreement – Proposed Changes

2. Township Administration

i) Manager

ii) Zoning and Codes Enforcement

iii) Public Works

iv) Recreation

a) Spring Fun Fest – April 12th 11:00 AM to 2:00 PM

Our first Recreation Department event will be Spring Fun Fest at the Municipal Building and Violet Hill Park on Tri Hill. There will be a ribbon cutting, an open house, the Easter Bunny, bounce houses, face painting, and food trucks.

v) Police

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a) Police Radios

The Board approved funds in the amount of \$150,000 in February for the purchase of police radios. The equipment on the contract has been updated. The cost will still remain under the approved \$150,000.

ACTION: to approve the updated 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)
Recreation (Katie Sprich, Recreation Program Coordinator)

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