

# 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

MAY 14, 2025 – 6:30 PM

### PUBLIC AGENDA

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

Executive Session was held on 04/23/2025 for the purpose of reviewing legal and personnel matters.

**Suspend the Board of Commissioners Business Meeting**

**ACTION** to suspend the Business Meeting for the purpose of holding a public hearing.

#### Public Hearings:

##### Public Hearing – Liquor License Transfer Request

##### **-Open the Liquor License Transfer Request Hearing**

Transfer request for License # R60516 from 22 N Front St., York Haven, PA to 1103 Mount Rose Ave.

##### **- Commissioner's Questioning of Applicant**

##### **- Public Comment**

##### **- Conclude Hearing**

**ACTION** to resume the Business Meeting.

#### **A. Hearing Business and Presentations**

##### **1. Resolution 2025-08 Intermunicipal Transfer of Liquor License Number R60516**

**ACTION** to approve Resolution 2025-08 Intermunicipal Transfer of Liquor License Number R60516.

##### **2. Lengths of Service Awards**

**5 Years:** Officer Richard Geiger

**30 Years:** Officer Ricky Eisenhart and Public Works Mechanic Kerry Inman.

##### **3. MW Studios – Fire Station 892 Replacement Plan Update**

The Board will vote on moving the project into the development phase in Old Business.

#### **B. Public Comment**

#### **C. Business Meeting Minutes**

##### **1. ACTION** to approve the April 9, 2025 Business Meeting and Workshop Minutes.

#### **D. Finance**

##### **1. ACTION** to accept the April 2025 Treasurer's Report and Bank Transactions.

#### **E. Subdivision / Land Development**

##### **1. 501 Windsor Pilgrims Car Care Security Reduction**

i) **ACTION** to direct Engineer to proceed with inspections of improvements at 501 Windsor Street for reduction of security.

##### **2. WellSpan York Hospital Expansion Irving Road Storm Sewer Security**

i) **ACTION** to direct staff, Engineer, and Solicitor to negotiate with WellSpan for the reconstruction of Irving Road upon completion of the land development plan and reassess security to include Irving Road reconstruction.

#### **F. Old Business**

##### **1. Comprehensive Plan – FYI**

The Comprehensive Plan Advisory Board will meet with York Township Planning Commission on June 23, 2025, at 6:00 pm at the York Township Building to discuss revisions to the draft Plan.

##### **2. Mill Creek Trail and Greenway**

##### **i) Phase One: Bike Lanes Pavement Marking Proposal and Grant Application Resolution**

DE Gemmill's estimate to paint bike lanes is \$22,701.59 with possible additional costs for

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additional mobilizations. This expenditure would use budgeted recreation funds. An application for the South Mountain Grant with signer designation and agreement to a 50% match.

**ACTION** to approve the DE Gemmill Phase One Proposal not to exceed \$24,000 and to use recreation funds.

**ACTION** to approve Resolution 2025-\_\_ \_\_ South Mountain Grant application and signing authority with a 50% matching funds requirement.

## ii) Phase Two: Macadam Trail along Mill Creek

### a) Easements

*Note: Township already has an easement agreement with BHI Properties.*

**ACTION** to approve easements with Victory Fire Co., WellSpan Healthcare, and HMS Networks (Red Lion Controls) and Authorize Township Manager to execute the agreements.

### b) Funds Allocation and Greenways, Trails, and Recreation Program (GTRP) Grant Application Resolution

Engineer's estimate for Phase Two to install a macadam trail along Mill Creek is \$250,000. It is proposed to use unbudgeted recreation funds for the project and to apply for grant funds to assist with costs. A resolution that includes an application for the GTRP Grant with signer designation and a 15% match is proposed.

**ACTION** to designate an amount not to exceed \$250,000 of unbudgeted recreation funds for the engineering and construction of Phase Two of the Mill Creek Trail and Greenway Project.

**ACTION** to approve Resolution 2025-\_\_ \_\_ GTRP Grant application and signing authority with a 15% matching funds requirement.

## iii) Ordinance 2025-05 Chapter 300 Parking Amendments – S Belmont Street, 2<sup>nd</sup> Avenue, Wheaton Street

**ACTION** to approve Ordinance 2025-05 Chapter 300 Parking Amendments. (roll call)

## 3. Fire Station 892 on Indian Rock Dam Road

### i) Request for Payment – MW Studios Invoice 24-156-05

**ACTION** to approve payment in the amount of \$15,350 to MW Studios using unbudgeted funds from the Building Improvement Fund.

### ii) Request for Payments – Saxton and Stump Invoice 129149 and GMS Invoice 6168

**ACTION** to approve payments in the amount of \$4,550 to Saxton and Stump and \$4,500 to GMS using unbudgeted general funds.

### iii) Station Design Development Phase

**ACTION** to direct MW Studios to move into the design development phase.

## 4. Victory Fire Company – 2025 Parking Lot Paving Project (Phase II) Bid Award

*Project's lowest bidder is Kinsley Construction and funds will be from Victory Fire Co. and a grant.*

**ACTION** to award the 2025 Victory Fire Co. Paving Project to Kinsley Construction up to \$92,000 based on bid's unit cost and authorize the Township Manager to execute all project documents.

## 5. York County Regional Police Department (YCRPD) Merger

### i) Resolution 2025-\_\_ \_\_ YCRPD Civilian Employee MOU and Parking Enforcement MOU

*Transfers employment and provides a cost share for Kelley Sciangula and to provide Spring Garden with Parking Enforcement Services effective 06/01/2025.*

**ACTION** to approve Resolution 2025-\_\_ \_\_ YCRPD Civilian Employee MOU and Parking Enforcement MOU.

### ii) Assignment of Spring Garden Township Police Department and Penn State York Campus Agreement to YCRPD

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**ACTION** to authorize assignment of the Township agreement with the Penn State York Campus and City of York to YCRPD.

**iii) Resolution 2025-\_\_ \_\_ Transferring Police Officers and Assets to YCRPD**

**ACTION** to approve Resolution 2025-\_\_ \_\_ Transferring Police Officers and Assets to YCRPD.

**iv) Ordinance 2025-06 Dissolving Spring Garden Police Department and Designating YCRPD with Jurisdiction.**

**ACTION** to approve Ordinance 2025-06 Dissolving Spring Garden Police Department and Designating YCRPD with Jurisdiction.

**v) Ordinance YCRPD Pension Plan Adoption**

**ACTION** to approve staff to work with appointed legal counsel to draft and advertise an ordinance authorizing the adoption of the YCRPD Uniform Pension Plan in accordance with the requirements of state municipal pension law and/or to otherwise facilitate the transfer of liabilities from the Spring Garden Township Uniform Pension plan to the Regional Pension Plan, pursuant to the Charter Agreement previously adopted, upon receipt of the required actuarial study.

**6. 2025 Ludlow Stormwater Project Award – Liquid Fuels and General Funds**

The lowest bid amount was \$183,835. \$70,000 was allocated in the 2025 Liquid Fuels Budget.

**ACTION** to award the 2025 Ludlow Stormwater Project to Pennell Services in the amount of \$183,835 as \$70,000 of budgeted Liquid Fuels funds, and up to \$113,835 in unbudgeted Liquid Fuels funds, and unbudgeted General funds for all costs not Liquid Fuels compliant, and to authorize Township Manager to execute all contract and project documents.

**7. Recreation Commission Appointees Needed - Announcement**

Spring Garden Township is seeking a resident or property owner from Ward Two to serve as a member of the Spring Garden Recreation Commission.

**G. New Business**

**1. Public Works Employee Transfer – Seth Glatfelter**

**ACTION** to approve transfer of Seth Glatfelter from Highway Department to Sewer Department.

**2. Resolution 2025-\_\_ \_\_ Disposition of Records**

Record disposition as prescribed by the Municipal Records Manual of the PA State Archives.

**ACTION:** to approve Resolution 2025-\_\_ \_\_ Disposition of Records.

**3. Public Works Vehicle – H-9**

**i) H-9 Replacement Upfit**

Upfit to be completed by Lancaster Truck Bodies in the amount of \$57,765 (2025 budgeted).

**ACTION** to approve the H-9 upfit costs in the amount of \$57,765 to Lancaster Truck Bodies.

**ii) Asset Disposal – 2008 Ford F-550 Dump Truck**

Seeking to sell the 2008 F-Ford 550 dump truck on Municibid with reserve of \$18,000. Truck was purchased with General funds, and proceeds will go into the General Fund.

**ACTION** to approve the sale of the 2008 F-Ford 550 dump truck on Municibid to the highest bidder that meets the reserve amount of \$18,000 and to authorize the Public Works Superintendent to execute any and all sale documents.

**4. Windsor Park Pavillion Roof Replacement**

Staff received quotes from three contractors. The preferred option is being proposed for approval.

**ACTION** to approve agreement for the Windsor Park Pavillion Roof with the Roofing Brothers' Owens Corning Duration option for \$12,502.40 using unbudgeted recreation funds.

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## 5. Ordinance 226 - Peddling, Soliciting and Transient Retail Sales Update

Update to remove the police department as part of solicitation permitting process.

**ACTION** to direct staff and solicitor to amend and advertise Ordinance 226.

## H. Commissioner Constituent Representation

1. Commissioner Detwiler, Ward 1
2. Commissioner Rooney, Ward 2
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) Recreation
  - v) Police

## 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/Saxton and Stump)  
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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