

Minutes of the Spring Garden Township Board of Commissioners Business Meeting
6:30 p.m. – May 14, 2025

Persons Present:

Daniel E. Rooney, President Commissioner (Remote) Anne Gray, Commissioner
David Detwiler, Vice President Commissioner Thomas Gwilt, Commissioner
Andrew Herrold, Commissioner

I. Call to Order / Pledge of Allegiance

Executive Session was held on 04/23/2025 for the purpose of reviewing legal and personnel matters.
(Proceeded to A.2. through J. due to delay of transcriptionist for hearing)

Suspend the Board of Commissioners Business Meeting (*moved to the end of the meeting*)

Motion (Herrold/Gray) to suspend the Business Meeting for the purpose of holding a public hearing. Discussion: None. Public Comment: None. 5/0 Carries.

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**

Motion (Gray/Herrold) to resume the Business Meeting. Discussion: None. Public Comment: None. 5/0 Carries.

A. Hearing Business and Presentations

1. Resolution 2025-13 Intermunicipal Transfer of Liquor License Number R60516 (Moved to end)

(Herrold/Gray) to approve Resolution 2025-13 Intermunicipal Transfer of Liquor License Number R60516. Discussion: None. Public Comment: None. 5/0 Carries.

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

B. Public Comment - None

C. Business Meeting Minutes

1. Motion (Herrold/Gray) to approve the April 9, 2025 Business Meeting Minutes. Discussion: None. Public Comment: None. 5/0 Carries.

D. Finance

1. Motion (Herrold/Gray) to accept the April 2025 Treasurer's Report and Bank Transactions. Discussion: Commissioner Gray made an inquiry. Public Comment: None. 5/0 Carries.

E. Subdivision / Land Development

1. 501 Windsor Pilgrims Car Care Security Reduction

i) Motion (Gray/Herrold) to direct Engineer to proceed with inspections of improvements at 501 Windsor Street for reduction of security. Discussion: None. Public Comment: None. 5/0 Carries.

2. WellSpan York Hospital Expansion Irving Road Storm Sewer Security

i) Motion (Gray/Herrold) 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. Discussion: None. Public Comment: None. 5/0 Carries.

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. Commissioner Gray welcome residents to attend to hear the discussions.

2. Mill Creek Trail and Greenway

ii) 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 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.

Motion (Herrold/Gray) to approve the DE Gemmill Phase One Proposal not to exceed \$24,000 and to use recreation funds. Discussion: None. Public Comment: Lynne Huddleston of 808 Clearmount Rd inquired about the specific location of the bike lane, and it was clarified it will run from King St to Elmwood Park. 5/0 Carries.

Motion (Gray/Herrold) to approve Resolution 2025-08 South Mountain Grant application and signing authority with a 50% matching funds requirement. Discussion: None. Public Comment: None. 5/0 Carries.

i) Phase Two: Macadam Trail along Mill Creek

a) Easements

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

Motion (Herrold/Gray) to approve easements with Victory Fire Co., WellSpan Healthcare, and HMS Networks (Red Lion Controls) and Authorize Township Manager to execute the agreements. Discussion: None. Public Comment: None. 5/0 Carries.

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 apply 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.

Motion (Gray/Rooney) 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. Discussion: None. Public Comment: Lynne Huddleston of 808 Clearmount Rd inquired about the choice to use macadam, and the engineer clarified that macadam is the only real option given the location in a flood zone. 5/0 Carries.

Motion (Gray/Herrold) to approve Resolution 2025-09 GTRP Grant application and signing authority with a 15% matching funds requirement. Discussion: None. Public Comment: None. 5/0 Carries.

ii) Ordinance 2025-05 Chapter 300 Parking Amendments – S Belmont Street, 2nd Avenue, Wheaton Street

Motion (Gray/Herrold) to approve Ordinance 2025-05 Chapter 300 Parking Amendments. Discussion: None. Public Comment: None. Roll Call Vote 5/0 Carries.

3. Fire Station 892 on Indian Rock Dam Road

- i) **Request for Payment – MW Studios Invoice 24-156-05**
Motion (Gray/Herrold) to approve payment in the amount of \$15,350 to MW Studios using unbudgeted funds from the Building Improvement Fund. Discussion: None. Public Comment: None. 5/0 Carries.
- ii) **Request for Payments – Saxton and Stump Invoice 129149 and GMS Invoice 6168**
Motion (Gray/Herrold) to approve payments in the amount of \$4,550 to Saxton and Stump and \$4,500 to GMS using unbudgeted general funds. Discussion: None. Public Comment: None. 5/0 Carries.
- iii) **Station Design Development Phase**
Motion (Herrold/Gray) to direct MW Studios to move into the design development phase. Discussion: None. Public Comment: None. 5/0 Carries.
- 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.
Motion (Herrold/Gray) 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. Discussion: None. Public Comment: None. 5/0 Carries.
- 5. **York County Regional Police Department (YCRPD) Merger**
 - i) **Resolution 2025-10 YCRPD Civilian Employee MOU and Parking Enforcement MOU**
Motion (Herrold/Gray) to approve Resolution 2025-10 YCRPD Civilian Employee MOU and Parking Enforcement MOU. Discussion: None. Public Comment: None. 5/0 Carries.
 - ii) **Assignment of Spring Garden Township Police Department and Penn State York Campus Agreement to YCRPD**
Motion (Gray/Herrold) to authorize assignment of the Township agreement with the Penn State York Campus and City of York to YCRPD. Discussion: None. Public Comment: None. 5/0 Carries.
 - iii) **Resolution 2025-11 Transferring Police Officers and Assets to YCRPD**
Motion (Gray/Herrold) to approve Resolution 2025-11 Transferring Police Officers and Assets to YCRPD. Discussion: None. Public Comment: None. 5/0 Carries.
 - iv) **Ordinance 2025-06 Dissolving Spring Garden Police Department and Designating YCRPD with Jurisdiction.**
Motion (Herrold/Gray) to approve Ordinance 2025-06 Dissolving Spring Garden Police Department and Designating YCRPD with Jurisdiction. Discussion: Commissioner Herrold indicated the Township has been well served by our police department. Public Comment: None. Roll Call Vote 5/0 Carries.
 - v) **Ordinance YCRPD Pension Plan Adoption**
Motion (Herrold/Gray) 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. Discussion: None. Public Comment: None. 5/0 Carries.
- 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.
Motion (Herrold/Gray) to award the 2025 Ludlow Stormwater Project to Pennell Services in the amount of \$183,835 or to award the project to the next responsible bidder, JNS Paving and

Excavating at \$197,563 as advised by the Township Engineer, and to authorize Township Manager to execute all contract and project documents, and to authorize unbudgeted liquid fuels funds and general funds that exceed the budgeted amount of \$70,000. Discussion: None. Public Comment: None. 5/0 Carries.

Motion (Herrold/Gray) to approve the Township Manager and Solicitor to execute and submit all documents to call the bid bond of Pennell Services if the bid is retracted. Discussion: None. Public Comment: None. 5/0 Carries.

7. Recreation Commission Appointees Needed – Announcement and Discussion

G. New Business

1. Public Works Employee Transfer – Seth Glatfelter

Motion (Herrold/Gray) to approve transfer of Seth Glatfelter from Highway Department to Sewer Department. Discussion: None. Public Comment: None. 5/0 Carries.

2. Resolution 2025-12 Disposition of Records

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

Motion (Herrold/Gray) to approve Resolution 2025-12 Disposition of Records. Discussion: None. Public Comment: None. 5/0 Carries.

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).

Motion (Gray/Herrold) to approve the H-9 upfit costs in the amount of \$57,765 to Lancaster Truck Bodies. Discussion: None. Public Comment: None. 5/0 Carries.

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

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

Motion (Gray/Herrold) to approve the sale of the 2008 Ford F-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. Discussion: None. Public Comment: None. 5/0 Carries.

4. Windsor Park Pavillion Roof Replacement

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

Motion (Herrold/Gray) 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. Discussion: None. Public Comment: None. 5/0 Carries.

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

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

Motion (Herrold/Gray) to direct staff and solicitor to amend and advertise Ordinance 226 to remove police chief and replace with Township Manager or designee. Discussion: None. Public Comment: None. 5/0 Carries.

H. Commissioner Constituent Representation

1. Commissioner Detwiler, Ward 1 – Mentioned the issues with the Mt Rose Ave traffic, and expressed gratitude to the police department.

2. Commissioner Rooney, Ward 2 – Expressed gratitude to the police department and to everyone working on projects related to the Mill Creek Trail.

3. **Commissioner Gray, Ward 3** - Mentioned carryover complaints about late night basketball at Violet Hill Park. Discussed potential for pickleball court and more specific hours for park hours.
4. **Commissioner Herrold, Ward 4** - Thanked the fire department for the perspective gained by participating in the spring burn.
5. **Commissioner Gwilt, Ward 5** - Provided an update on the water line installation in his ward and praised the progress being made. He also provided an update on the trees he has ordered.

I. Township Consultant, Contracted Services, Departments

1. Township Consultants

- i) **Solicitor**
- ii) **Engineer**
- iii) **Fire Department / York Area United Fire and Rescue** – Chief Hoff clarified that there currently is no burn ban in place and that the confusion likely comes from AI generated summaries by search engines. He clarified that if a burn ban was enacted the Township would be notified.

2. Township Administration

- i) **Manager:** None
- ii) **Zoning and Codes Enforcement** - Dawn noted that the Township is aware of the high grass in many locations and there are procedures that must be followed with notification and gaining compliance.
- iii) **Public Works:** None
- iv) **Recreation** - Katie announce the Fourth Friday Food Truck & Flicks events for three Friday's this summer at Elmwood. She also mentioned the Creative York in the park events and bus trips with Springettsbury.
- v) **Police:** None

J. Public Comment: None

II. Adjourn

Motion (Herrold/Gray): to adjourn. **Adjourned at 8:00 p.m.**

Respectfully submitted,

Luther C Wike Jr.
Township Secretary

EA