

# 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

AUGUST 13, 2025 – 6:30 PM

### PUBLIC AGENDA

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

Executive Session was held on August 13, 2025 discuss legal matters.

##### A. Presentations - None

##### B. Public Comment

##### C. Business Meeting Minutes

1. **ACTION** to approve July 9, 2025, Business Meeting and Workshop Minutes.

##### D. Finance

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

##### E. Subdivision / Land Development

###### 1. York Country Day School

Request to extend the August 9, 2022 classroom trailer approval to July 30, 2027.

**ACTION** to approve the time extension to maintain classroom trailers through July 30, 2027.

###### 2. 1520 S George Street – 3D Metals – Land Development Plan Time Extension Waiver

**ACTION** to approve a 45-day time extension waiver to September 12, 2025, for recording the Final Land Development Plan.

###### 3. 501 Windsor Street – Security Release

- i) **ACTION** to ratify the Manager's authorization for the Engineer to proceed with inspection of improvements at 501 Windsor Street and to fully release security as recommended by Engineer.

###### 4. 1742 Sixth Avenue – Morehouse – Security Release

- i) **ACTION** to ratify the Manager's authorization for the Engineer to proceed with inspection of improvements at 1742 Sixth Avenue and to fully release security as recommended by Engineer.

##### F. Old Business

###### 1. Comprehensive Plan – FYI

The Planning Commission met on July 9th and voted to recommend the comprehensive plan to the BOC for 45-day review at the August meeting with some suggested updates. Updates have been completed, and the latest version is available on the website.

**ACTION** to direct staff to work with Solicitor to advertise the draft comprehensive plan 45-day review and comment period by the York County Planning Commission, York Suburban School District, contiguous municipalities, and the public.

###### 2. Mill Creek Trail and Greenway - FYI

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

- i) **Request for Payment – MW Studios Invoice 24-156-08**

**ACTION** to approve payment in the amount of \$24,370.50 to MW Studios using unbudgeted funds from the Building Improvement Fund.

- ii) **Resolution 2025-17 Reimbursement Tax-Exempt Bond-Note Resolution**

PFM Financial Advisors suggested adoption of a reimbursement resolution which would allow the Township to begin the fire station replacement project prior to receiving borrowed funds.

**ACTION** to adopt Resolution 2025-17 Reimbursement Tax-Exempt Bond-Note Resolution.

###### 4. Chapter 300 Vehicles and Traffic Ordinance Update

**ACTION** to direct staff to work with Solicitor to draft and advertise amendments to Chapter 300 including updating the handicapped parking application requirements and recreation vehicle restrictions (ATVs, motorized bikes, etc....)

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## 5. Victory Fire Company – 2025 Parking Lot Paving Project (Phase II)

The Township will be reimbursed for the paving costs through a CFA LSA Grant.

**ACTION** to approve payment in the amount of \$58,708 to Kinsley Construction for the 2025 Victory Fire Station Paving Project.

## 6. 2025 Streets Paving Project Payment – Liquid Fuels

Applications for Payment (AFP) for the 2025 Ludlow Stormwater Project.

**ACTION** to approve AFP #1 in the amount of \$23,246.72 and AFP #2 in the amount of \$19,720.31 to Pennell Services from the Liquid Fuels Fund.

## 7. 2025 Sanitary Sewer Maintenance Projects

### i) Tri Hill Sewer Project – Sanitary Sewer Portion

A previous estimate of \$50,000 for relining was approved. It has been determined that the condition will require full replacement of the main and laterals estimated at \$200,000.

**ACTION** to direct staff to work with Engineer to pursue a 2025 Tri Hill sanitary sewer project estimated at \$200,000.

### ii) **ACTION** to approve payment to USG in the amount of \$5,550 for the Ludlow Point Repair Project.

## 8. Graham Packaging Insect Issue – Blank Rome Engagement Letter

Legal counsel to address insect activity complaints associated with the Graham Packaging Recycling Plant.

**ACTION** to affirm the Township Manager's execution of the Blank Rome Law Firm Engagement Letter appointing them as legal counsel and to approve unbudgeted general funds not to exceed \$50,000 for legal representation for the Graham Packaging insect issue.

## 9. YAUFR Charter Agreement Amendment

The proposed amendment to Article III. Section B of the YAUFR Charter Agreement between Springettsbury Township, Manchester Township, and Spring Garden Township.

**ACTION** to direct staff to work with solicitor to draft and advertise a YAUFR Charter Agreement Amendment Ordinance.

## 10. Recreation Commission

The Spring Garden Township Recreation Commission will begin meeting at the Township Building at 5:00 PM on the third Wednesday of the month starting on August 20<sup>th</sup>.

## G. New Business

### 1. Personnel

#### i) **ACTION** to appoint Karen Smeltzer to the Office Assistant II position effective August 10, 2025.

#### ii) **ACTION** to approve an hourly compensation rate of \$21.80 for Karen Smeltzer and \$27.25 for Eryn Arnold effective August 10, 2025.

#### iii) Resolution 2025-\_\_\_ Public Works 2026-2029 Teamsters Union Contract Renewal

**ACTION** to adopt Resolution 2025-\_\_\_ Public Works Teamsters Union Contract 2026-2029.

### 2. Penn Waste Contract Extension, Service Discussion – Ron Tudor, Penn Waste District Manager

Our contract provides the option to be extended by two one-year terms. The 2026 extension is \$113.13 per quarter plus a \$2.00 municipal administration fee.

**ACTION** to approve a 2026 one-year extension to the Penn Waste refuse contract at \$113.13 per quarter plus an administrative fee.

### 3. Springettsbury Sewer Treatment Costs

Springettsbury completed their 2024 sewer audit resulting in back billing for 2024 and an increase in 2025 treatment costs. The 2025 budgeted amount for Springettsbury treatment is \$265,225

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based on their 2023 audit figures. The amount due for 2025 treatment is \$354,122 and 2024 back billing is \$72,894 totaling \$427,016. There has been an increase in annual flow by 26 million gallons and an increase in treatment by \$0.26 to \$1.9382 per 1,000 gallons.

**ACTION** to approve payment in the amount of \$427,016 to Springettsbury Township for sewer treatment costs.

**4. Resolution 2025-\_\_ \_\_ York County Stormwater Consortium(YCSWC) Intergovernmental Cooperation Agreement(ICA) Extension Amendment**

Current YCSWC ICA to satisfy the requirements of the Chesapeake Bay Pollutant Reduction Plan is scheduled to expire at the end of 2025. This will extend the agreement through 2030.

**ACTION** to approve Resolution 2025-\_\_ \_\_ York County Stormwater Consortium Intergovernmental Cooperation Agreement Extension Amendment.

**5. Budgeted Capital Purchase to Replace P-2 and H-15**

**ACTION** to approve the purchase of two 2025 Dodge RAM 2500 pickups from Hondru Auto representing P-2 and H-15 at \$71,917 each with budgeted capital funds.

**6. Sewer S-4 Pickup Ford F-150 Buyout**

Final lease payment was made, and a buyout option has been provided by Enterprise Fleet.

**ACTION** to buy out the Sewer S-4 Ford F-150 pickup from Enterprise in the amount of \$4,987.12 using sewer funds and to authorize the Township Manager to execute any and all documents.

**7. Asset Disposal**

**i) P-2 2008 Ford F-250 Pickup Truck**

Seeking to sell the previous P-2 2008 Ford F-250 pickup truck. It was purchased with general funds, and proceeds will go into the General Fund.

**ACTION** to approve the sale of the P-2 2008 Ford F-250 pickup truck on Municibid to the highest bidder that meets the reserve amount of \$5,000 and to authorize the Public Works Superintendent to execute any and all sale documents.

**ii) H-15 2007 Chevy Silverado Pickup Truck**

Seeking to sell the previous H-15 2007 Chevy Silverado pickup truck. It was purchased with general funds, and proceeds will go into the General Fund.

**ACTION** to approve the sale of the H-15 2007 Chevy Silverado pickup truck on Municibid to the highest bidder that meets the reserve amount of \$5,000 and to authorize the Public Works Superintendent to execute any and all sale documents.

**8. Battery Backup System Replacement for the Signal at Market and Belmont**

**ACTION** to approve the replacement of the battery backup system for the signal at Market and Belmont by Signal Services for \$6,534 in unbudgeted general funds.

**9. Property Maintenance Nuisance Violations**

Attempts to work with owners to bring properties into compliance have failed.

**ACTION** to direct staff to work with a private contractor and/or Public Works to remediate property maintenance violations at 515 Dupont Avenue, 658 Windsor Street, 1111 Lancaster Avenue, and 175 S. Belmont Street and to direct staff to work with Solicitor to lien properties if costs are not covered by property owners.

**10. Mount Rose Property Safety**

Unsafe areas of the property have been identified to be posted hazardous and inaccessible.

**ACTION** to direct staff to indicate certain areas as unsafe on the Mt. Rose property including the Public Works work areas, abandoned structures, pond, demolished building and railroad debris, and rugged/impassable terrain.

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## 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
- iv) Police Department / York County Regional Police Department

### 2. Township Administration

- i) Manager
- ii) Zoning and Codes Enforcement
- iii) Public Works
- iv) Recreation

## 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)  
York County Regional Police (Lt. Adam Zimmerman)  
Finance (Krista Gardner/SEK, CFO)

### Township Administration:

Township Administration/Manager (Luther C Wike Jr)  
Zoning/Code Enforcement (Dawn Hansen, Zoning Ofc.)  
Public Works (Craig Ruhl, Superintendent)  
Recreation (Katie Sprich, Recreation Program Coordinator)

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