

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 SEPTEMBER 10, 2025 – 6:30 PM

PUBLIC AGENDA

I. Call to Order / Pledge of Allegiance

Executive Session was held on September 10, 2025, to discuss legal matters.

A. Presentations – Explore York – Alexis Noel Shaffer

B. Public Comment

C. Business Meeting Minutes

1. **ACTION** to approve August 13, 2025, Business Meeting Minutes.

D. Finance

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

E. Subdivision / Land Development

1. 711 Olive Street Industrial Park – 45-Day Time Extension

- i) **ACTION** to approve a 45-day time extension waiver to September 28, 2025, to record the 711 Olive Street Industrial Park final land development plan.

2. Red Oaks and Regents Glen – 45-Day Time Extension

- i) **ACTION** to approve a 45-day time extension waiver to September 28, 2025, to record the Red Oaks at Regents Glen final land development plan.

3. Ward One Planning Commission Member

The Planning Commission will need a member from Ward One beginning in 2026. Interested residents of Ward One can submit a letter of interest to be considered.

F. Old Business

1. Comprehensive Plan

The Draft Comprehensive Plan is in the 45-Day review and comment period. This period will close September 29, 2025. The Township will hold a Comprehensive Plan Public Hearing at 6:30 PM during the Board of Commissioners Business Meeting on October 8, 2025.

2. Mill Creek Trail and Greenway

i) Phase One – Bike Lane Line Painting

Phase One was not awarded the South Mountain Grant. The Board approved \$24,000 in recreation funds for the project in May 2025. Roadwork on Elmwood Boulevard has delayed the bike lane painting project to 2026.

3. Fire Station 892 on Indian Rock Dam Road

i) Request for Payment – MW Studios Invoice 24-156-09

ACTION to approve payment in the amount of \$43,855.00 to MW Studios using unbudgeted funds from the Building Improvement Fund.

ii) Request for Payment – Saxton and Stump Invoice 144462

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

iii) Resolution 2025-20 eRACP Grant Application-Fire Station 892

Authorizes the submission of an electronic application for a RACP Grant in an amount up to \$6,000,000, pledges 50% in matching funds, and designates the President, Vice President, and the Treasurer/Secretary as authorized signers.

ACTION to approve Resolution 2025-20 eRACP Grant Application-Fire Station 892.

4. Chapter 300 Vehicles and Traffic Ordinance Update

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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i) Handicap Parking Space Requests

Applications for handicap parking for 1117 E South Street and 1519 Second Avenue have been submitted for consideration. These properties meet the ordinance requirements for a handicap space.

ii) No Parking Zone – East Side of Hill Street North of the Grandview Road Intersection

Parked cars on the east side of Hill Street north of the Grandview Road intersection block the line of sight for traffic heading west on Grandview. A traffic study indicates the need for a 35-foot no-parking zone for a clear line of sight.

ACTION direct staff to work with Solicitor to draft and advertise amendments to Chapter 300 to include 1117 E South Street and 1519 Second Avenue handicap parking spaces and a no parking zone on the east side of Hill Street 35 feet north of the Grandview Road intersection per the traffic engineer's study.

5. 2025 Streets Paving Project Payment – Liquid Fuels/General Funds

Application for Payment (AFP) #3 for the 2025 Ludlow Stormwater Project.

ACTION to approve AFP #3 in the amount of \$76,755.64 from liquid fuels and \$47,061 from general funds to Pennell Services.

6. 2025 Ludlow Base Paving – General Funds

The need for base repair was not known and therefore not budgeted in 2025. The estimated cost for the base repair supply is \$5,000 and placement by Kinsley is \$3,600.

ACTION to approve \$5,000 for the Township to supply the materials and \$3,600 to Kinsley for placement on Ludlow Avenue.

7. Tri Hill Sewer Projects

ACTION to direct staff to work with Engineer to advertise for bids for the Tri Hill Sanitary Sewer Project and the Tri Hill Stormwater Sewer Project.

8. Graham Packaging Insect Issue – FYI

The Township is working with legal counsel to address the issue.

9. YAUFR Charter Agreement Amendments – FYI

The proposed amendments will update the YAUFR Charter Agreement.

10. Penn Waste Contract Extension

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.

11. Mount Rose Property Safety

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

ACTION to approve an amount up to \$1,000 in unbudgeted funds for no trespassing signs and to direct staff to post Public Works work areas, abandoned structures, pond, demolished building and railroad debris, and rugged/impassable terrain areas as unsafe on the Mt. Rose property.

12. Facebook Guidance

If the Board requests a municipal bulletin board Facebook page, staff and the Solicitor advise drafting a policy to limit the number of staff members with access to social media sites, restrict commenting on posts, and to guide direct messages to the dedicated Township inbox.

ACTION to direct staff to work with Solicitor to draft a social media policy.

G. New Business

1. Personnel

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- i) **Central PA Teamsters Health and Welfare Fund Participation Agreement**
Agreement to provide benefits to Teamsters Public Works employees.
ACTION to approve the Central PA Teamsters Health and Welfare Participation Agreement.
- 2. **Property Maintenance Nuisance Violations**
Attempts to work with the owner to bring property into compliance have failed.
ACTION to direct staff to work with a private contractor and/or Public Works to remediate property maintenance violations at 557 Dupont Avenue and to direct staff to work with Solicitor to lien property if costs are not covered by property owner.
- 3. **2025 Sanitary Sewer Capital Fund Contribution – Future Flush Truck Purchase**
With the postponement of the Hoffman Road Sewer Project to 2026, staff is proposing to make the anticipated 2026 sewer capital transfer in 2025 for the purchase of a flush truck in 2030.
ACTION to direct staff to transfer \$110,000 from the Sewer Fund into the Sewer Capital Fund.
- 4. **Resolution 2025-__ __ CAT4 LSA Grant Application - Snow Vehicle**
The current snow removal truck for Victory Fire Co is 30 years old and needs replaced. The resolution authorizes the submission of an application for the CAT4 LSA Grant on behalf of Victory Fire Co for the replacement of their snow vehicle and designates the President, Vice President, and Treasurer/Secretary as authorized signers. The truck and plow cost is estimated at \$57,000.
ACTION to approve Resolution 2025-__ __ CAT4 LSA Snow Vehicle Application.
- 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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