

Minutes of the Spring Garden Township Board of Commissioners Business Meeting  
6:30 PM – October 8, 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 October 8<sup>th</sup> to review legal matters. The previously scheduled October 8th Public Hearing has been cancelled since there were no substantive changes proposed at the October 1st Public Meeting.

**Proclamation of Kindness Week:**

In conjunction with World Kindness Day, the Spring Garden Township Board of Commissioners hereby proclaim “Kindness Week Worldwide” effective November 8th through 15th, 2025. During this time individuals, families, schools, businesses, faith-based and service organizations, and all community constituents and ecosystems are encouraged to personify the theme “See the Good. Be the Good. Go the Extra Mile” for Kindness in various ways limited only by the bounds of imagination and creativity.

Through this proclamation and broad “Community Call to Action,” all are challenged to perform kind acts, big and small, and subsequently “pay it forward” for the collective betterment of one another and for the “greater good.”

**A. Presentations – MW Studios - Fire Station 892 Cost Estimate**

The Board previously approved a cost estimate of \$10 million. The latest estimate is \$13.0 to \$13.6 million. Applications for \$7 million in grant funds have been submitted. \$3 million is in reserve for construction costs. \$1 million is in reserve for design and construction phase services. It was noted that the change in estimate is due to supply costs, inflation, furniture costs, and utility work. The cost of re-design would take approximately one month and would cost no more than \$109,000. Chief Hoff clarified that they have scaled the design a fair amount and to keep moving forward everyone needs to feel comfortable. There was further discussion among the commissioners about the pros and cons of re-designing, and they decided to delay proceeding into the next phase of development until there was additional information on grant funding.

**B. Public Comment**

**Ricky Dubbs of 545 S Ogontz St** expressed frustration over delivery vehicle parking.

**Lynne Huddleston of 808 Clearmount Rd** thanked public works for the early leaf collection.

**Susan Bachant of 1749 Second Ave** inquired about Second Ave parking issues with Elmwood Park. The Third Ave lot is not being utilized. Possible options include reminding those that use the fields of lot parking, add to the newsletter, and update or additional signage.

**C. Business Meeting Minutes**

1. **MOTION (Herrold/Gray)** to approve September 10, 2025, Business Meeting and Workshop Minutes. Discussion: None. Public Comment: None. 5/0 Passed.

**D. Finance**

1. **MOTION (Herrold/Gray)** to accept the September 2025 Treasurer’s Report and Bank Transactions. Discussion: None. Public Comment: None. 5/0 Passed.

**E. Subdivision / Land Development**

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

- i) **MOTION (Herrold/Gray)** to approve a 45-day time extension waiver to September 28, 2025, to record the Red Oaks at Regents Glen final land development plan. Discussion: None. Public Comment: None. 5/0 Passed.

## **2. 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. Resolution 2025-22 Adoption of the York Township and Spring Garden Multi-Municipal Comprehensive Plan**

A comprehensive plan public hearing was held on October 1, 2025. It was determined by the solicitor that no substantive changes were proposed.

**MOTION (Gwilt/Herrold)** to approve Resolution 2025-22 Adoption of the York Township and Spring Garden Multi-Municipal Comprehensive Plan with the condition that York Township approves the plan upon any substantive changes. Discussion: Advertising requirements for public hearings were indicated. Commissioner Herrold clarified that the Board decided they would not discuss any specific plans regarding Mt Rose Ave until the Comprehensive Plan is completed and approved; delaying adoption only further delays discussion on the Mt Rose property. Public Comment: Roberta Boffo of 1080 Grandview Rd requested reconsideration of the no substantive changes position. She mentioned that she was unaware of remote attendance. Mt Rose Ave open space/recreation zone is wanted by residents. Rebecca Balliet of 1611 Leslynn Rd stated she felt that the discussion around the vote at the meeting was confusing and that the changes were substantive and residents want the property to be for recreation. Penny Wood of 1413 First Ave expressed her support for what Roberta and Rebecca said and she found the process confusing. Roberta Boffo made an additional comment on the Municipal Planning Code relating to Comprehensive Plans. Gregory Watcher of 1920 Garnet Rd asked about mixed use and the plan for the Mt. Rose property. He also inquired about Mill Creek Trail. 5/0 Passed.

### **2. Fire Station 892 on Indian Rock Dam Road**

#### **i) Request for Payment – MW Studios Invoice 24-156-10**

**MOTION (Gray/Herrold)** to approve a \$40,512.42 payment to MW Studios using unbudgeted funds from the Building Improvement Fund. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St asked about MW Studios' role and how they were decided on. It was clarified that they are a professional service. None. 5/0 Passed.

#### **ii) Request for Payment – GMS LLC Invoice 6713**

**MOTION (Gray/Herrold)** to approve a \$5,000 payment to GMS, LLC using unbudgeted general funds. Discussion: None. Public Comment: None. 5/0 Passed.

### **3. York County Regional Police Department (YCRPD)**

#### **i) Police Pension Funding**

**MOTION (Gray/Herrold)** to approve a deposit of \$408,628.00 representing the 2025 MMO contribution and \$441,518.97 representing the municipal state aid into the Spring Garden Township Police Pension Plan. Discussion: None. Public Comment: None. 5/0 Passed.

#### **ii) Access Control System Update – Card Reader**

**MOTION (Herrold/Gray)** to approve the Illuminated Integration quote in the amount of \$2,608. Discussion: None. Public Comment: None. 5/0 Passed.

Commissioner Gray thanked those that have been in support during the recent tragic events.

### **4. Ordinance 2025-09 Chapter 300-Vehicles and Traffic Update**

**MOTION (Gwilt/Herrold)** to approve Ordinance 2025-09 Chapter 300-Vehicles and Traffic Update. **AMEND The MOTION (Gwilt)** to strike the following sections from section 300-35: South Ogontz Street West to Roland Alley to Maple Street Township business only, loading and unloading; and South Ogontz Street West to a point 182 feet North of Rolland Avenue (Alley)

to Maple Street Township business only. Discussion: regarding striking the above portion of the Ordinances. Public Comment: Ricky Dubbs of 545 S Ogontz St indicated an error in 300-35 regarding Ogontz Ave, asked for clarification about how this update addressed abandoned and unregistered vehicles on properties. It was clarified that vehicles on properties would fall under the property maintenance ordinances. Rooney: Aye. Detwiler: Aye. Gray: Aye. Herrold: Aye. Gwilt: Aye. 5/0 Passed.

**5. Resolution 2025-23 Fee Schedule Amendment 10.08.2025**

Parking fees updated to align with those of other YCRPD municipalities.

**MOTION (Herrold/Gwilt)** to approve Resolution 2025-23 Fee Schedule Amendment.

Discussion: Commissioner Gray asked about the fees. Public Comment: None. 5/0 Passed.

**6. 2025 Ludlow Project – Liquid Fuels/General Funds**

**i) Change Orders**

**MOTION (Herrold/Gray)** to approve Change Order No. 1 in the amount of \$6,125 and Change Order No. 2 in the amount of \$7,071. Discussion: None. Public Comment: None. 5/0 Passed.

**ii) Application of Payment, AFP, Number 4 (Final).**

**MOTION (Gray/Gwilt)** to approve the final AFP No. 4 to Pennell Services totaling \$30,247.33 with \$21,589.28 from liquid fuels and \$8,658.05 from general funds. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St inquired about payment since the vendor did not set the inlets. None. 5/0 Passed.

**iii) Kinsley Setting Stormwater Inlets – General Funds**

The Ludlow Project contractor was unable to correctly set the stormwater inlets. The Engineer advised to use Kinsley Construction to complete this portion of the project.

**MOTION (Herrold/Gray)** to approve \$7,800 in general funds to Kinsley Construction to set the stormwater inlets on Ludlow Avenue as part of the Ludlow Stormwater Project.

Discussion: None. Public Comment: None. 5/0 Passed.

**7. Tri Hill Sanitary and Stormwater Sewer Project**

**MOTION (Gray/Herrold)** to award the Tri Hill Sanitary and Stormwater Sewer Project to CPA Pavement Services, Inc. in the amount of \$496,485.00 as advised by the Township Engineer with \$236,413.15 from liquid fuels, \$255,714.75 from sewer fund, and \$4,357.10 from general fund and to authorize the Township Manager to execute all contract and project documents. Discussion: None. Public Comment: None. 5/0 Passed.

**8. 2025 Sewer Projects**

**MOTION (Herrold/Gwilt)** to approve \$8,636.85 in sewer funds to USG for the Wyndsong Pump Station Wet Well Lining Project. Discussion: None. Public Comment: None. 5/0 Passed.

**9. Social Media Use for Township Purposes Policy**

This policy has been reviewed and approved by the Solicitor.

**MOTION (Gray/Gwilt)** to approve the Social Media Use for Township Purposes Policy and approve the creation and management of the following social media accounts in accordance with the policy: a Recreation Facebook page, a Recreation Instagram account, a Township Municipal Facebook page, and a Township Personal Facebook account. Discussion: None.

Public Comment: Lynne Huddleston of 808 Clearmount inquired about the need for a Municipal and Personal Facebook pages. 5/0 Passed.

**G. New Business**

**1. Legal Services**

**i) CGA Law Firm Legal Services Engagement Letter**

**MOTION (Herrold/Gwilt)** to approve execution of the CGA Law Firm Engagement Letter for legal services; to appoint CGA Law Firm represented by Beth Kern as Township Solicitor effective 10/09/2025. Discussion: Commissioner Herrold extended appreciation and

congratulations to Attorney Sabol for his career accomplishment. Public Comment: None. 5/0 Passed.

**ii) Saxton and Stump File Transfer Authorization**

**MOTION (Gray/Herrold)** to approve a Saxton and Stump file transfer authorization to CGA Law Firm and to authorize the Township Manager to execute the authorization. Discussion: None. Public Comment: None. 5/0 Passed.

**2. Capital Purchase H-12 Upfit – 2024 Budget Item**

**MOTION (Herrold/Gray)** to approve \$111,435 in H-12 upfitting costs from Capital Fund to Lancaster Truck Bodies. Discussion: None. Public Comment: None. 5/0 Passed.

**3. Resolution 2025-24 YAUFR 2026 Annual Budget**

The York Area United Fire and Rescue 2026 Budget increased 4.6%.

**MOTION (Herrold/Gray)** to approve Resolution 2025-24 YAUFR 2026 Annual Budget. Discussion: None. Public Comment: None. 5/0 Passed.

**4. Acrobat Adobe Pro Subscription**

The Adobe Acrobat Pro subscription is currently \$240 annually.

**MOTION (Herrold/Gray)** to approve the cost for the Township Manager to enroll in Adobe Pro subscription service. Discussion: None. Public Comment: None. 5/0 Passed.

**5. QuickBooks Online Subscription**

**MOTION (Gray/Gwilt)** to approve \$2,970 general funds for the 2025 QuickBooks Online renewal. Discussion: None. Public Comment: None. 5/0 Passed.

**6. Asset Disposal – 2001 International 7400 Large Dump Truck**

Asset was purchased with liquid fuels funds, sale proceeds will be deposited into liquid fuels.

**MOTION (Gwilt/Herrold)** to approve the sale of the 2001 International 7400 large dump truck on Municibid to the highest bidder that meets the reserve amount of \$5,000 and to authorize the Public Works Superintendent to execute all sale documents. Discussion: None. Public Comment: None. 5/0 Passed.

**7. Illuminated Integration Software Support Agreements (SSAs)**

**MOTION (Gwilt/Gray)** to approve software support agreements for Maxxess at \$300 and Exacqvision for \$2,570. Discussion: None. Public Comment: None. 5/0 Passed.

**8. Violet Hill Basketball Court Signage**

**MOTION (Herrold/Gray)** to approve proposed signage and the Image360 quote in the amount of \$233.68. Discussion: Commissioner Gray clarified this is part of the overall signage updates the Township is working on for all parks, including simplified information, pictures, and Spanish. Public Comment: None. 5/0 Passed.

**9. Mercantile Business Privilege Tax (MBPT) and Local Services Tax (LST) Audits**

MBPT and LST should be audited from time to time ensure compliance.

**DIRECT** staff to seek MBPT and LST audit proposals.

**H. Commissioner Constituent Representation**

**1. Commissioner Detwiler, Ward 1** - Thanked police and first responders for their work.

**2. Commissioner Rooney, Ward 2** - Agreed with Commissioner Detwiler's sentiments about police and first responders and thanked him for running the meeting.

**3. Commissioner Gray, Ward 3** - Expressed appreciation for Public Works and Recreation for keeping the parks maintained.

**4. Commissioner Herrold, Ward 4** - None

**5. Commissioner Gwilt, Ward 5** - Noted the amount of parking tickets due to unmoved cars for street sweeping in his neighborhood.

**I. Township Consultant, Contracted Services, Departments**

**1. Township Consultants**

**i) Solicitor** – Thanked the Board.

ii) **Engineer** - None

iii) **Fire Department / York Area United Fire and Rescue**

Chief Hoff thanked the Board for the support of the budget.

iv) **Police Department / York County Regional Police Department** - None

**2. Township Administration**

i) **Manager** - None

ii) **Zoning and Codes Enforcement** - None

iii) **Public Works** - None

iv) **Recreation** - None

**J. Public Comment**

**Roberta Boffo of 1080 Grandview Rd** asked how the discussion about the park will be announced. Asked where open space applies under land use; the Solicitor stated that someone would find the information and get it to her. She also inquired about recommendations and the Planning Commission.

**Ricky Dubbs of 545 S Ogontz St** inquired about budget hearings for departments; it was clarified that budget is usually discussed in Workshops.

**Penny Wood** inquired if York Township had a say in what happens to Mt Rose Ave property. The Zoning officer clarified how land use and zoning would work between the Townships.

**Lynne Huddleston 808 Clearmount** inquired about the mechanism for residents to make suggestions or recommendations.

**II. Adjourn**

**MOTION (Gray/Gwilt)** to adjourn at 8:18 pm.

Respectfully submitted,

Luther C Wike Jr.  
Township Secretary  
EA