

Minutes of the Spring Garden Township Board of Commissioners Business Meeting
6:30 PM – November 12, 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

President Commissioner Rooney is attending remotely and there was an executive session held November 12, 2025, to discuss legal matters. The meeting is not being streamed due to technical difficulties.

Motion (Herrold/Gray) to amend the agenda to add to New Business an action item directing the Solicitor to draft and advertise an ordinance amendment to permit the Board of Commissioners to serve as the appeals authority for local taxes. Discussion: Commissioner Herrold further explained to need for the amendment. Public Comment: None. 5/0. Carries.

A. Presentations – None

B. Public Comment

Roberta Boffo of 1080 Grandview Rd – requested the consideration of posting additional information on agenda items.

C. Business Meeting Minutes

1. MOTION (Herrold/Gwilt) to approve October 1, 2025, Comprehensive Plan Meeting Minutes and the Business Meeting Minutes and Workshop Minutes for October 8, 2025. Discussion: None. Public Comment: None. 5/0. Carries.

D. Finance

MOTION (Gwilt/Herrold) to accept the October 2025 Treasurer's Report and Bank Transactions. Discussion: None. Public Comment: None. 5/0. Carries.

E. Subdivision / Land Development

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

i) **MOTION (Herrold/Gwilt)** to approve a 45-day time extension waiver to December 27, 2025, to record the Red Oaks at Regents Glen final land development plan. Discussion: Commissioner Gray inquired on a particular stormwater condition. Public Comment: Roberta Boffo inquired about the fee in lieu for recreation. 5/0. Carries.

2. White Oaks at Regents Glen – Security Reduction

i) **MOTION (Gray/Herrold)** to ratify the Manager's authorization for the Engineer to proceed with the inspection of improvements at Regents Glen White Oaks and to reduce security to \$747,216.25 as recommended by the Engineer. Discussion: None. Public Comment: None. 5/0. Carries.

3. The need for Planning Commission and Zoning Hearing Board Members announced.

F. Old Business

1. Comprehensive Plan

The plan was approved by York Township.

2. Mill Creek Trail and Greenway

i) **Red Lion Controls, Inc. Easement Agreement**

MOTION (Gray/Herrold) to approve the easement agreement with Red Lion Controls, Inc. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St asked about the location. 5/0. Carries.

3. Fire Station 892 on Indian Rock Dam Road

i) Request for Payment – MW Studios Invoice 24-156-11

MOTION (Gwilt/Gray) to approve a \$29,016.00 payment to MW Studios using unbudgeted Building Improvement funds. Discussion: None. Public Comment: None. 5/0. Carries.

ii) Resolution 2025-25 Statewide LSA Grant Application for Fire Station 892

MOTION (Gray/Gwilt) to approve Resolution 2025-25 Statewide LSA Grant Application. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St asked what the funds and use of the funds. 5/0. Carries.

iii) Station Design and Cost

Current status presented.

4. York County Regional Police Department (YCRPD)

i) Ordinance 2025-10 Amendment to YCRPD Charter Agreement

Amendment creates a pension benefit payment schedule and clarifies asset distribution.

MOTION (Gray/Herrold) to adopted Ordinance 2025-10 Amendment to the York County Regional Charter Agreement – Police Pension Asset Distribution and to authorize the Township Manager to initiate all asset transfers in accordance with the ordinance.

Discussion: None. Public Comment: None. Rooney: Aye. Detwiler: Aye. Gray: Aye. Herrold: Aye. Gwilt: Aye. Carries

ii) 2025 Police Pension Additional Amount

MOTION (Gray/Gwilt) to approve payment in the amount of \$114,018.03 to YCRPD representing the remaining 2025 additional amount as indicated in Ordinance 2025-10.

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

iii) OPEB (Other Post-Employment Benefits) Transfer

MOTION (Herrold/Gray) to transfer \$450,000 in OPEB funds to the general fund.

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

5. 2026 Budget and Tax Levy Ordinance Advertisement

Municipal Real Estate Tax at 4.29 Mills and Fire Real Estate Tax at 0.586 Mills. This represents a 0.5 mil increase in the fire tax.

MOTION (Gray/Herrold) to approve advertisement of the 2026 Budget Ordinance and the 2026 Tax Levy Ordinance at a rate of 4.29 mills for municipal tax and 0.586 mills for fire tax.

Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St stated his concerns with the fire tax increase. It was clarified that discussions occurred during the Workshops that were advertised and held at 5:00pm in September, October, and November. 5/0. Carries.

6. Asset Disposal

MOTION (Herrold/Gray) to ratify the sale of H-23 1998 Kawasaki loader in the amount of \$21,100 in general funds, sale of H-9 2008 Ford F-550 truck in the amount of \$13,200 in general funds, sale of P-2 2008 Ford F-250 in the amount of \$12,001 in general funds, sale of H-15 2007 Chevy Silverado truck in the amount of \$15,409 in general funds, and sale of H-12, previously B-4, 2001 International 7400 dump truck in the amount of \$12,900 in liquid fuels funds. Discussion: None. Public Comment: None. 5/0. Carries.

7. Rathton Road Bridge – Application for Payment, AFP Number 3

Final Payment for the Rathton Road Bridge Replacement Project.

MOTION (Gray/Herrold) to approve AFP number 3 in the amount of \$9,500.00 to Clear View Excavation Inc. Discussion: The engineer clarified that this payment closed out this project.

Public Comment: None. 5/0. Carries.

G. New Business

1. Personnel

i) Code Enforcement Officer Position

- a) **Resolution 2025-26 Job Description- Code Enforcement Officer I and II**
MOTION (Herrold/Gray) to approve Resolution 2025-26 Job Description- Code Enforcement Officer I & II. Discussion: None. Public Comment: None. 5/0. Carries.
- b) **MOTION (Gray/Gwilt)** to accept the resignation of Code Enforcement Officer David Zurn, ratify advertisement of the job opening by the Township Manager, and approve hiring Trisha Rafferty as Code Enforcement Officer II starting on December 1, 2025, at a rate of \$31 per hour and at a rate of \$32 per hour beginning on January 1, 2026. Discussion: Commissioner Gray wished Mr. Zurn the best in his future endeavors. Public Comment: Rickey Dubbs of 545 S Ogontz St inquired about Code Enforcement Officer position and having issues addressed. 5/0. Carries.
- ii) **Employee Handbook Updates and Solicitor's Review**
DIRECT staff to draft a resolution updating the Employee Handbook.
DIRECT staff to work with solicitor to review and update the Employee Handbook for future adoption of an updated, restated Employee Handbook.
- iii) **Long Term Disability, Life Insurance Benefits, and Employee Assistance Program (EAP)**
MOTION (Gray/Herrold) to approve the agreement with the Hartford Life and Accident Insurance Company to provide eligible staff with long term disability insurance, life insurance, AD&D insurance, and EAP benefits; and to terminate coverage through The Standard Insurance Company and WellSpan; and to ratify the Township Manager's execution of all relevant documents. Discussion: None. Public Comment: None. 5/0. Carries.
- iv) **2026 Non-Uniform Pension Minimum Municipal Obligation (MMO)**
MOTION (Gray/Herrold) to certify the 2026 Non-Uniform Minimum Municipal Obligation. Discussion: None. Public Comment: None. 5/0. Carries.
2. **Code Administrators Rental Property Inspection Service**
MOTION (Gray/Herrold) to approve the use of Code Administrators' rental unit inspection service for 500 inspections at \$75 per inspection. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St asked fees. 5/0. Carries.
3. **Contracted Emergency Medical Service (EMS)**
MOTION to direct staff to work with solicitor and Fire Chief to draft an RFP to bring back to the Board for consideration for emergency medical services. Discussion: Commissioner Gray indicated the importance of having an agreement and setting standards. Public Comment: Fire Chief Hoff indicated that there is presently no contract. 5/0. Carries.
4. **2026 Public Meeting Dates**
MOTION (Gray/Herrold) to authorize advertisement of the 2026 public meeting dates. Discussion: None. Public Comment: Roberta Boffo of 1080 Grandview asked about advertisement. 5/0. Carries.
5. **Capital Contribution-Fire Equipment**
MOTION (Gwilt/Gray) to approve transferring \$41,679 to the Capital Fund for the 2027 fire equipment purchase. Discussion: None. Public Comment: Ricky Dubbs of 545 S Ogontz St inquired if the funds could be used instead of increasing the fire tax. 5/0. Carries.
6. **Truck H-5 Oil Pump Repair**
MOTION (Gray/Gwilt) to approve \$7,659.20 to River's Truck Center for an H-5 oil pump repair with unbudgeted general funds. Discussion: None. Public Comment: None. 5/0. Carries.
7. **Shentel GloFiber Internet Service Provider Agreement**
Renewal that removes internet service to the police suite.
MOTION (Gwilt/Herrold) to approve the internet service agreement with GloFiber and to authorize the Township Manager to execute the documents. Discussion: Commissioner Gray inquired about transfer of service. Public Comment: None. 5/0. Carries.

8. Stormwater Authority - Aerial Impervious Area Determination Proposal

MOTION (Gray/Herrold) to approve the T3 Global Strategies proposal to conduct an aerial impervious area assessment in the amount of \$76,453. Discussion: The engineer explained the survey and confirmed it will create a baseline. Public Comment: None. 5/0. Carries.

9. Ordinance Amendment – Local Tax Appeals Authority – Added as an Amended Agenda Item

Motion (Herrold/Gray) to direct Solicitor to draft and advertise an ordinance amendment to permit the Board of Commissioners to serve as the appeals authority for local taxes.

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

H. Commissioner Constituent Representation

1. Commissioner Detwiler, Ward 1 – Noted that Ward 1 needs a Planning Commission seat filled.

2. Commissioner Rooney, Ward 2 – Thanked veterans.

3. Commissioner Gray, Ward 3 - Ward 2 will need a Zoning Hearing Board member.

Reorganization meeting will be on Monday, January 5th at 3:00 PM.

4. Commissioner Herrold, Ward 4 - None

5. Commissioner Gwilt, Ward 5 – Thanked public works for leaf cleanup and assistance with the trees.

I. Township Consultant, Contracted Services, Departments

1. Township Consultants

i) **Solicitor** – Stated that she looked forward to working with the Township.

ii) **Engineer** - None

iii) **Fire Department / York Area United Fire and Rescue** - None

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

2. Township Administration

i) **Manager** – Welcomed Solicitor Kern and thanked the Zoning Officer and Public Works Superintendent for assisting with rental inspections.

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

iii) **Public Works** – Commissioner Gray inquired about the status of pavement patching.

iv) **Recreation** – Asked for direction on the parameters for offering classes in the Training Room. Commissioners directed that using the Training Room for fitness classes would be a good use of the space in addition to other recreation classes and events.

J. Public Comment

Ricky Dubbs of 545 S Ogontz St thanked the police department for addressing the uninspected vehicles on his street.

II. Adjourn

MOTION (Gwilt/Gray) to adjourn at 7:54pm. 5/0.

Respectfully submitted,

Luther C Wike Jr.
Township Secretary
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