

**SPRINGETTSBURY TOWNSHIP
ANNUAL REORGANIZATION MEETING**

**JANUARY 3, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held the Annual Reorganization Meeting on Monday, January 3, 2011 at 5:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Mike Bowman

ALSO IN

ATTENDANCE: John Holman, Township Manager
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jack Hadge, Financial Director
Jim Baugh, Economic and Community Development Director
Don Eckert, YAUVFR
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Mr. Schenck called the meeting to order at 5 p.m. He noted that Mr. Bowman would not be present.

2. ELECTION OF OFFICERS

A. Chairman of the Board of Supervisors
Current Chairman: Bill Schenck

MR. DVORYAK NOMINATED BILL SCHENCK AS CHAIR OF THE BOARD. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Vice Chairman of the Board of Supervisors
Current Vice Chairman: George Dvoryak

MS. LANDIS MOVED TO NOMINATE THE CURRENT VICE CHAIR, GEORGE DVORYAK. MOTION UNANIMOUSLY CARRIED.

C. Assistant Secretary/Treasurer
Current Assistant Secretary/Treasurer: Julie Landis

MR. DVORYAK MOVED TO NOMINATE THE CURRENT ASSISTANT SECRETARY/TREASURER JULIE LANDIS. MOTION UNANIMOUSLY CARRIED.

3. APPOINTMENT OF BOARD DELEGATES

A. Appointment of Delegates and Voting Delegates to the PSATS Annual Convention

Current Delegates: Bill Schenck, Don Bishop, Mike Bowman, George Dvoryak and Julie Landis

Current Voting Delegate: John Holman

MR. DVORYAK MOVED TO APPOINT ALL BOARD MEMBERS AS DELEGATES TO THE PSATS ANNUAL CONVENTION AND TO APPOINT MS. LANDIS AS VOTING DELEGATE. MOTION UNANIMOUSLY CARRIED.

4. RESOLUTIONS

A. Resolution No. 2011-01 – Appointment of Township Solicitor

Current Solicitor: Blakey, Yost, Bupp & Rausch, LLP – Charles A. Rausch, Esquire.

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-01, THE APPOINTMENT OF BLAKEY, YOST, BUPP & RAUSCH, CHARLES A. RAUSCH, ESQUIRE AS SOLICITOR. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Resolution No. 2011-02 – Appointment of Township Civil Engineer

Current Engineer: First Capital Engineering, Inc. – John Luciani, P.E.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-02 TO APPOINT FIRST CAPITAL ENGINEERING, INC., JOHN LUCIANI AS CIVIL ENGINEER. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

C. Resolution No. 2011-03 – Appointment of Township Environmental Engineer

Current Engineer: Buchart-Horn, Inc. – Dennis Crabill, P.E.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-03 APPOINTING BUCHART-HORN, INC. AS ENVIRONMENTAL ENGINEER. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

D. Resolution No. 2011-04 – Appointment of Township Secretary

Current Secretary: John J. Holman

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-04 APPOINTING JOHN HOLMAN TOWNSHIP SECRETARY. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

E. Resolution No. 2011-05 – Appointment of Township Treasurer
Current Treasurer: Jack Hadge

MS. LANDIS MOVED TO APPROVE RESOLUTION NO 2011-05 TO APPOINT THE CURRENT TREASURER, JACK HADGE. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

F. Resolution No. 2011-06 – Appointment of Vacancy Board Chair
Current Chairman: Jeffrey Lobach

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-06 APPOINTING JEFF LOBACH FOR THE VACANCY BOARD CHAIR POSITION. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

G. Resolution No. 2011-07 – Appointment of Police Pension Fund Chief Administrative Officer
Current CAO: John J. Holman

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-07 APPOINTING JOHN HOLMAN POLICE PENSION FUND CHIEF ADMINISTRATIVE OFFICER. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

H. Resolution 2011-08 – Appointment of Fireman’s Pension Fund and Non-Uniformed Employee Pension Fund Chief Administrative Officer
Current CAO: John J. Holman

MR. BISHOP MOVED TO ADOPT RESOLUTION 2011-08 APPOINTING JOHN HOLMAN CHIEF ADMINISTRATIVE OFFICER OF THE FIREMAN’S PENSION FUND. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

I. Resolution No. 2011-09 – Appointment of Sewage Enforcement Officer
Current SEO: Bradley Hengst – David Brown and John Luciani, Alternates

MR. BISHOP MOVED TO ADOPT RESOLUTION NO. 2011-09. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

J. Resolution No. 2011-10 – Appointment of One Representative and One Alternate to the York Adams Tax Bureau

Current Representative: Jack Hadge
Current Alternate: Sandy Ratcliffe

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-10 APPOINTING JACK HADGE REPRESENTATIVE AND SANDY RATCLIFFE AS ALTERNATE. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

K. Resolution No. 2011-11 – Appointment of Representative to Springettsbury Township Volunteer Fire Company

Current Representative: George Dvoryak

MR. BISHOP MOVED TO ADOPT RESOLUTION 2011-11 APPOINTING BILL SCHENCK AS REPRESENTATIVE TO THE VOLUNTEER FIRE COMPANY. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

L. Resolution No. 2011-12 – Appointment of One Representative and One Alternate to Serve on the York Area United Fire & Rescue Commission (2 Year Terms)

Current Representative: Bill Schenck
Current Alternate: George Dvoryak

MR. BISHOP MOVED TO ADOPT RESOLUTION NO. 2011-12 APPOINTING BILL SCHENCK AS REPRESENTATIVE TO YORK AREA UNITED FIRE AND RESCUE AND GEORGE DVORYAK AS ALTERNATE. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

M. Resolution No. 2011-13 – Appointment of Representative to Serve on the Local Government Advisory Committee (LGAC)

Current Representative: Julie Landis

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-13, LOCAL GOVERNMENT ADVISORY COMMITTEE REPRESENTATIVE JULIE LANDIS. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

N. Resolution No. 2011-14 – Appointment of Member to Serve on the Planning Commission (4 Year Term)

Expired Term: Charles Wurster

MR. BISHOP MOVED TO ADOPT RESOLUTION 2011-14. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- O. Resolution No. 2011-15 – Appointment of Member to Serve on the Zoning Hearing Board (5 Year Term)**
Expired Term: Michael Papa

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-15 APPOINTING MICHAEL PAPA TO THE ZONING HEARING BOARD, FIVE YEAR TERM. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- P. Resolution No. 2011-16 – Appointment of Member to Serve on the Park and Recreation Board (4 Year Term)**
Expired Term: John Kerchner

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-16. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- Q. Resolution No. 2011-17 – Appointment of Members to Serve on the Recycling Committee (No Term Length – Annual Appointment)**

Current Members: Ron DiAngelo, Stephen Baker, Penny Dellinger, Deb Bixler, William Greenawalt and Charles Stuhre.

Proposed: Same as above.

MS. LANDIS MOVED TO APPROVE RESOLUTION 2011-17. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- R. Resolution No 2011-18 – Appointment of Members to Serve on the Historic Preservation Committee (No Term Length – Annual Appointment).**

Current Members: Mary Ellen Monson, Lois Miller, Luther Sowers, June Frick, Lee Davis, and Turk Pierce

Proposed: Same as above

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-18. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- S. Resolution No. 2011-19 – Designation of Zoning Officer and Deputy Zoning Officer**

Current Zoning Officer: James Baugh
Current Deputy Zoning Officer: Angela Liddick

Proposed: Same as above

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-19 DESIGNATING JIM BAUGH AS ZONING OFFICER AND ANGELA LIDDICK AS DEPUTY ZONING OFFICER. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

T. Resolution No. 2011-20 - Appointment of Building Official and Deputy Building Officials (s).

Current Building Official: James Baugh
Current Deputy Building Officials: Angela Liddick and John Luciani

Proposed: Same as above

MS. LANDIS MOVED TO APPROVE RESOLUTION 2011-20 APPOINTING JAMES BAUGH AS BUILDING OFFICIAL AND ANGELA LIDDICK AND JOHN LUCIANI AS DEPUTY BUILDING OFFICIALS. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

U. Resolution No. 2011-21 – Appointment of Personnel Attorney

Current Personnel Attorney: Ballard Spahr, LLP – Patrick J. Harvey, Esquire.

MR. BISHOP MOVED TO ADOPT RESOLUTION 2011-21 APPOINTING BALLARD SPAHR AS PERSONNEL LABOR ATTORNEY. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

V. Resolution No. 2011-22 – Establishment of Treasurer Bond

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-22, THE ESTABLISHMENT OF TREASURY BOND. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

W. Resolution No. 2011-23 – Approval of Bank Account Signatories

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-23. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

X. Resolution No. 2011-24 – Designation of Depositories and Safety Deposit Box

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-24. MR. BISHOP WAS SECOND. MOTION CARRIED, 3/1; MESSRS. SCHENCK, BISHOP AND DVORYAK VOTED IN FAVOR; MS. LANDIS RECUSED DUE TO HER RELATIONSHIP WITH SUSQUEHANNA BANK.

5. OTHER ITEMS

- A. Set Dates and Time for Regular Meetings of Board of Supervisors (second and fourth Thursday of each month - 7:00 p.m.)

Exceptions:

- June, July and August – fourth Thursday only.
- November – Wednesday, November 16th (due to Township's of the Second Class Convention being held on second Thursday in November).
- December – second Thursday only.

MR. BISHOP MOVED TO APPROVE SETTING DATES AND TIMES FOR REGULAR BOARD OF SUPERVISORS MEETINGS. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

- A. Set Dates and Time for 2012 Budget Work Sessions

Proposed:

October 5, October 12, November 2, November 9 (7:00 a.m.)
November 16 (6:30 p.m.)

MS. LANDIS MOVED TO APPROVE THE PROPOSED DATES FOR THE BUDGET WORK SESSIONS EXCLUDING THE OCTOBER 12TH TIMEFRAME, WHICH WILL BE MOVED TO FIVE O'CLOCK P.M. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 5:30 p.m.

Respectfully submitted,

John Holman
Secretary
ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**JANUARY 3, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held the first of a series of Strategic Planning Session on Monday, January 3, 2011 following the advertised Reorganization meeting.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Mike Bowman

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jack Hadge, Financial Director
Jim Baugh, Economic and Community Development Director
Don Eckert, YAUVFR
Dori Bowders, Manager, Administrative Services
Betty Speicher, Director of Human Resources
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck asked Don Eckert for an update on the fire station project following the advertised Reorganization Meeting. A summary of that fire station discussion follows:

- Approval of final document regarding funds upon sale of existing building.
- Ownership of new building goes to Springettsbury Township with certain rights reserved for volunteers.
- Consultant recommended that building at 3013 East Market Street be replaced and net proceeds of sale be provided towards construction of a new building,
- Springettsbury Township must take title to new facility for financing and use of public funds.
- New building provides home for volunteers, fire purposes and fire police as long as they are active.
- Potential site located for relocated facility; appraisal secured; negotiation ongoing with owner. Footprint includes 2.82 acres, adequate for headquarters. Private negotiations.
- Letters of intent secured on 3013; ready to sign formal agreement with buyer.
- Created a list of requirements for a 21st Century fire station including headquarter accommodations.
- Good time for labor and cost estimates, lowest interest rates.

- Awareness of budget process for 2011; put related costs, capital costs, expenditures out to end of 2011/2012. Awareness of debt discussed during budget meetings.
- Capital investment of approximately \$3 million; new cost estimates being determined which include outfitting the building, engineering, purchasing, revenue sources, \$2 million note, \$2-1/2 million note, or \$3 million note. Cost impacts on the budget. Money was put aside for the new fire building.
- Up-to-date costs of entire project needed as previous costs are from 2008.
- Bottom line numbers approximately \$1.250 net from sale of existing building.
- Worst case scenario if decision were made to not move forward: lose value and construction costs, cost of borrowing low, condition of old building needing repairs.
- Potential for leasing a headquarters facility. Need facility for overnight accommodations. Secure costs for building compared with leasing. Decision needed before spring in terms of locating Chief and his people.
- Negotiation for the proposed purchase of land will commence within two weeks.

2. STRATEGIC PLANNING

SCHENCK Following Mr. Eckert's summary, Chairman Schenck called for discussion surrounding the initial Strategic Planning Session at 6:15 p.m. as advertised. He had created a list of items, and Mr. Bishop had put some thoughts together as well. He commented that he thought an approach to strategic planning would begin with high level goals/direction for the community. He noted that an approach could begin with a high-level review of the Comprehensive Plan.

BISHOP Mr. Bishop indicated that he would favor having strategic goals, values and ideals with an understanding of the big picture of what kind of a township should Springettsbury be in 10 to 15 years.

LANDIS Ms. Landis stated that she felt an objective should be not to forget about unfunded mandates, and commented on the storm water run off mandate. She noted that it would be important to increase the surplus.

HOLMAN Mr. Holman stated that the EPA/TMDL will become part of the strategic plan, which will deal with the quality control of storm water run off. He noted, however, that it is a small facet of what strategic planning will be. Rather it would involve the overall goals and objectives, good financial condition, achievements, resident's input, family oriented, neighborhood atmosphere, employment opportunities, many of which issues appear in the Comprehensive Plan.

BISHOP Mr. Bishop indicated that setting strategic objectives involves decisions on where the township should be, and then using what resources are available to get to that goal of having a community that is safer and more enjoyable for the residents. Having a surplus will allow that to happen.

- SCHENCK** Chairman Schenck commented on a decision made some time ago to preserve the Springettsbury Park area rather than sell it. In addition, the decision was made to absolutely concentrate on economic development in a certain sector of the township, which moved toward a well balanced community. The Development Authority was created to assist in the “live, work, play” objective.
- DVORYAK** Mr. Dvoryak indicated that a lot of time and money had already been spent working toward those goals. He referred to the Park and Rec Plan where the community was engaged to learn resident’s input and ideas. He would favor building upon the projects for which time and money had been spent and move toward future goals.
- SCHENCK** Chairman Schenck questioned whether the board felt the need for professional help in the process.
- BISHOP** Mr. Bishop suggested that the board begin by committing to a schedule of meetings to discuss some of the ideas, review documents and create new ones rather than hiring a professional.
- LANDIS** Ms. Landis commented that neighboring municipalities could be solicited for some input from their communities.
- SCHENCK** Chairman Schenck questioned whether the idea of getting away during the PSATS convention for a half day for discussion would be helpful.
- BISHOP** Mr. Bishop responded that some preliminary meetings, 45 minutes prior to the regular meetings over the next few months, would be helpful in gathering information in preparation for a larger session.
- HOLMAN** Mr. Holman indicated he would advertise the meetings prior to each regular Board of Supervisors meeting at 6 p.m.
- ECKERT** Don Eckert commented, with regard to hiring a consultant, that his experience had been that it is more effective and productive to have a facilitator during a half day or full-day session. It must be someone who is knowledgeable in the subject.

3. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:45 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**JANUARY 13, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, January 13, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Mike Bowman
Julie Landis
George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Community Development Director
Mike Schober, Environmental Engineer
John Luciani, Civil Engineer
Don Eckert, YAUVFR
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
David Eshbach, Chief, Police Department
Bob McCoy, YAUFRR Chief
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

SCHENCK Chairman Schenck noted an item not on the agenda was to swear in two new fire police officers joining the ranks.

ECKERT Mr. Eckert provided detailed background information on the fire police, noting they are part of the fire company operating under different authorities as required. He explained the process of their duties and noted two new fire police had gone through extensive training and passed all requirements of the office.

SCHENCK Chairman Schenck introduced the new officers: Steve Keener and George ‘Skip’ Lehman. He recited the oath and Officer Keener and Officer Lehman acknowledge affirmatively. Chairman Schenck added as he looked over the fire department records, he acknowledged Mr. Eckert’s presentation of what the fire police duties are and thanked him for his record of the most calls responded to as a volunteer of over 400 calls during the year.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. January 3, 2011 – 6:45 p.m.

1) Real Estate matters

SCHENCK Chairman Schenck announced that an Executive Session was held January 3, 2011 at 6:45 to discuss real estate matters. He indicated there were no Executive Sessions scheduled for this date.

3. COMMUNICATION FROM CITIZENS

SANDMYER Robert Sandmyer, 2625 Kingston Road, commented on the new lines painted at Kingston Road and stated that they had not been helpful in slowing down traffic. He cited his observations concerning the speeding vehicles along Kingston, which included school buses, trash vehicles and personal vehicles. He asked that the township assist with police presence.

SCHENCK Chairman Schenck responded that the intended plan was to do the speed and traffic counts.

LANDIS Ms. Landis inquired about the speed humps and also whether the policy had been completed.

HOLMAN Mr. Holman stated they will be ready to go in springtime, which he defined as after March 15th. The policy would be presented to the board in February.

SCHENCK Chairman Schenck stated they would pass on his complaint to the school bus company, remind township employees about speeding, as well as the trash haulers.

HOLMAN Mr. Holman indicated he would take care of making sure the three entities were notified.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart-Horn, Inc.

SCHOBAR Mr. Schobar indicated that Mr. Crabill issued his written monthly report and provided several photographs of the work conducted at the plant, notably showing the completion of the administration building, as well as the laboratory, and staff has begun to move back into the building. He noted there was some difficulty with the new process over the holidays, and a meeting was held with the manufacturer to resolve those issues. It is expected to be fully operational in the next month or two.

B. Civil Engineer - First Capital Engineering, Inc.

LUCIANI Mr. Luciani had provided his written report. He had previously anticipated the Rail Trail plan would come before the board during the January 27th meeting; however, that will not occur at this time. The Ridge View Heights plan will be ready for the next meeting.

Mr. Luciani reported that the flashing speed sign on Fifth Avenue, which was erected during the Yorkshire Elementary project, had been installed in the middle of a resident's yard. There is a dispute with the contractor about moving the sign. The township agreed that the sign should be moved, and a resolution is under review with the school district.

HOLMAN Mr. Holman confirmed that the school had agreed to get the sign moved and is working with the contractor. He confirmed that the township is not responsible for moving the sign.

5. CONSENT AGENDA

- A. Acknowledge Receipt of November 30, 2010 Treasurer's Report.
- B. Board of Supervisors Budget Work Session Minutes – November 3, 2010.
- C. Board of Supervisors Budget Work Session Minutes – November 10, 2010.
- D. Board of Supervisors Budget Presentation Minutes – November 17, 2010.
- E. Board of Supervisors Budget Work Session Minutes – November 23, 2010.
- F. Gettle Incorporated – BNR Project – Request for Payment No. 18 in an amount not to exceed \$69,531.02.
- G. Regular Payables as Detailed in the Payable Listing of January 13, 2011.
- H. SD-07-06 – Time Extension – Triplet Springs – Plan Expires 1/26/11 (New Plan Date 4/26/11).
- I. LD-10-02 – Patient First (Reapproval).
- J. LD-10-01 – Holiday Inn Express (Reapproval).

DVORYAK Mr. Dvoryak requested that item G be removed.

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH J, EXCLUDING ITEM G. MOTION UNANIMOUSLY CARRIED.

DVORYAK Mr. Dvoryak indicated there were two items in the payables register that required some discussion with regard to returning funds to the tax collector. He expressed concern about the legal responsibilities of the township, knowing the funds were not properly accounted for, to turn them back over to the source. He asked if there would be opportunity to place those funds with an independent escrow agent until clarification is determined.

HOLMAN Mr. Holman responded and acknowledged several points:

- Funds were overpayments of property taxes for the General Fund and for the Petition Street Light Fund.
- Tax Collector overpaid the township in the amount of \$74,466.51.
- Finance office reviewed documentation and bank records, and funds were audited by 12/31/10. At that time funds appeared to be correct and moved to Accounts Payable from revenue received.
- At that point it would normally come back to the board for a check to be issued to refund the overpayment.
- January 31st Mr. Holman noted a request payable to the tax collector for \$74,292.00. He reviewed the funds that had already been paid back and discovered that the check had been issued on December 31, 201 and picked up by a member of the tax collector's staff.
- Mr. Holman is reviewing the issue internally. He noted it is not a budgeted line item, and the board had not given permission to pay the amount.

RAUSCH Solicitor Rausch stated that this could have been an administrative oversight and issued in advance, which normally would have come to the board.

MR. DVORYAK MOVED TO APPROVE THE PAYABLES LISTING AS PRESENTED MINUS THE TWO PAYMENTS THAT APPEAR IN HERE, TO MARGARET COUSLER TAX COLLECTOR, WHEREBY ACKNOWLEDGING THE PAYMENT OF THE TWO ITEMS. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

A. Authorization to Enter into Agreement with CSB Technology Partners for Purchase/Installation of Voice Over IP Telephone System in an amount not to exceed \$68,184.05.

HOLMAN Mr. Holman reported that, following additional review and consideration of discounts and identifying specific telephones, the amount was reduced to \$68,184.05 from what had been originally budgeted in the General and Sewer Fund. Mr. Holman noted the original cost from CSB Technology was \$77,833.00.

LANDIS Ms. Landis questioned the maintenance agreement which Mr. Holman confirmed was for three years.

HOLMAN Mr. Holman noted that Avaya's cost for maintenance and contract was approximately \$46,000 for the current phone system.

DVORYAK Mr. Dvoryak recalled a discussion that operationally this would save the township money over the next several years.

HOLMAN Mr. Holman confirmed they will not need as many T1 lines and they were able to reduce the number of phone lines. They will also not have to call a technician in to make changes or adjust extensions as it will be done internally. The analog system in the police station will be maintained as the emergency management system.

MR. DVORYAK MOVED TO AUTHORIZE ENTERING INTO THE AGREEMENT WITH CSB TECHNOLOGY PARTNERS FOR THE PURCHASE AND INSTALLATION OF THE VOICE OVER IP TELEPHONE SYSTEM IN AN AMOUNT NOT TO EXCEED \$68,184.05. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis indicated she may have a conflict for the next meeting.

BISHOP Mr. Bishop asked if York Container development was required to install sidewalks.

HOLMAN Mr. Holman responded that the requirement for sidewalks was in place, as well as bonding for that and improvements to the traffic light, which is part of the HOP.

BISHOP Mr. Bishop brought up Kingston Road, separate from the concerns already heard. He commented that even if the speed had been slowed, there was still a great need to improve safety. He cited congestion, parking, no ability to cross safely and sight distance issues. He noted difficulties in the area during the Christmas holiday. He stated that there is a further need to determine how to handle that area.

SCHENCK Chairman Schenk commented that the plan was to keep studying the area to determine what can be done. He agreed with the situation regarding the crosswalk which Mr. Bishop mentioned and indicated he supported that in that it does have the affect of slowing down vehicles and allowing pedestrians to cross the street safely.

LANDIS Ms. Landis indicated she had a call from a resident trying to redeem a certificate over the holidays from Recycle Bank and she had referred them to the township. She requested an update at the next meeting with the collection of certificates, how they pull that data and any information they had provided to the township.

HOLMAN Mr. Holman responded that he could provide that information and stated that he would respond to any resident issues.

9. SOLICITOR'S REPORT

RAUSCH Mr. Rausch provided an update on where the township stood with regard to the tax collector issue:

- Final settlement by all tax collectors was to occur by January 18, 2011.
- Should that not occur, the local tax collection law indicates the governing body of the district where taxes are collected shall appoint a tax collector.
- Duplicates will not be provided to the tax collector who has not submitted such report.
- County Treasurer will be meeting with the tax collector on January 18th.
- County Treasurer will review any settlement, if provided, for accuracy.
- Duplicates will be issued by February 15, 2011.
- Board would take action January 27, 2011 by resolution.

SCHENCK Chairman Schenck asked whether a reconciliation had occurred during the last five or six years.

RAUSCH Solicitor Rausch responded that it had not to his knowledge.

HOLMAN Mr. Holman noted that the York County Tax Collector had actually reconciled the taxes for the county.

BISHOP Mr. Bishop asked whether the report is reconciled to actual bank statements.

HOLMAN Mr. Holman responded that it is reconciled with what the county shows on their tax duplicate. It should match up to what is due and owing at the end of the year based on what was paid. Any unpaid taxes will be filed as liens.

SCHENCK Chairman Schenck asked whether the township would have the ability to balance what actually was received.

HOLMAN Mr. Holman responded that the township's tax reconciliation is kept within the township and is in much more detail than most other townships. The bank statements are reviewed against what the tax collector provides for General Fund and Petition Street Light Fund and a reconciliation is done. If an error is found, a letter is sent back to the tax collector.

RAUSCH Solicitor Rausch reminded the board that 2009 was not completed, and the township could not take any action for 2010 because it was a new term for the tax collector.

BISHOP Mr. Bishop asked for clarification about billboard trucks.

SCHENCK Chairman Schenck responded for clarification that there is a township property that is under a Judge's order to remove large vehicles from the property. The owner is not removing the vehicles because he is blocked by construction

equipment related to the work on I-83 for Ebert's Lane. He noted that he had observed additional trucks on the property.

RAUSCH Solicitor Rausch stated that the owner has been held in contempt for a second time for violating the court order.

SCHENCK Chairman Schenck asked whether it would be appropriate to advise the Judge that there are additional vehicles arriving on the property.

RAUSCH Solicitor Rausch noted that the additional vehicles are not necessarily under the court order. That would be a separate violation for which separate action will have to be taken.

SCHENCK Chairman Schenck asked whether the individual was made aware that the signs are in violation.

RAUSCH Solicitor Rausch responded that he had been notified.

BAUGH Mr. Baugh added that he would be formally cited on January 14, 2011.

HOLMAN Mr. Holman noted that they are working with Kinsley to make sure that the equipment can be moved, so he can move the larger trucks offsite.

BAUGH Mr. Baugh noted that they had given him until this date to move the signs, and they are still there. The Kinsley construction manager indicated it would probably be until the end of February before they will be moved. Mr. Baugh added that he had taken photographs showing the piece of construction equipment that is blocking the roadway.

BISHOP Mr. Bishop commented that he was glad to hear that the second issue is a new violation that is being pursued.

LANDIS Ms. Landis questioned information concerning the tax collector issue. She indicated that the legal opinion that Solicitor Rausch had shared stated that the governing body of the township has the legal authority to remove an elected official from her duties.

RAUSCH Solicitor Rausch stated that it was not to remove the tax collector.

LANDIS Ms. Landis understood but noted that it would be to remove her from collecting township taxes if the report does not reconcile and that would be the case because this is a new year.

RAUSCH Solicitor Rausch responded that was correct because it is a new term. The township could not cite her for failure to reconcile for the 2009 taxes. It was necessary to wait for 2010 to be completed. If there is a failure to file the report,

then the township would not be removing the tax collector but giving the tax duplicates to someone else to do the collection.

LANDIS Ms. Landis asked whether there would be any adverse action on her part at all.

RAUSCH Solicitor Rausch responded that there would not.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that PennDOT had contacted him with regard to a traffic study to be conducted for Old Orchard and Witmer Roads to determine a correct speed for those roads. PennDOT had requested a letter from the township for such traffic study. When the study is complete, PennDOT will recommend what the speed limit should be, and the township will be responsible for the signs. Mr. Holman planned to send a letter to PennDOT.

11. ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2011-01 - Authorizing Execution of a Cable Franchise Agreement between the Township and Comcast of Southeast Pennsylvania, LLC.

**MR. DVORYAK MOVED FOR THE ADOPTION OF ORDINANCE NO. 2011-01.
MOTION UNANIMOUSLY CARRIED.**

B. Ordinance No. 2011-02 – Authorizing Intergovernmental Cooperation Agreement with Other Local Governments Relating to the Retention of a Consultant and the Joint Purchase of Certain Utility Services and Products.

- 1) Authorization to Execute Intergovernmental Cooperation Agreement (Exhibit A).
- 2) Authorization to Execute Sponsor Agreement (Exhibit B).
- 3) Authorization to Execute Joint Purchasing Agreement.
- 4) Authorization to Execute Management Services Agreement.

**MS. LANDIS MOVED FOR THE ADOPTION OF ORDINANCE NO. 2011-02.
MOTION UNANIMOUSLY CARRIED.**

**MR. BOWMAN MOVED FOR THE ADOPTION OF THE SUBAGREEMENTS
RELATED TO ORDINANCE NO. 2011-02. MOTION UNANIMOUSLY CARRIED.**

12. OLD BUSINESS

BOWMAN Mr. Bowman commented on the North Hills Road railroad tracks and noted his concern that it is worse.

HOLMAN Mr. Holman stated he had contacted Norfolk Southern. They plan to do another temporary repair until they are ready to do their detour route followed by a permanent repair, and that won't occur until spring.

13. NEW BUSINESS

A. Acknowledge Payment of Refund from Property and Street Light Tax Overpayments to Margaret Cousler, Tax Collector in the amount of \$74,466.51.

The item was acted upon under the Payables item.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:57 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**JANUARY 27, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, January 27, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Community Development Director
Dennis Crabill, Environmental Engineer
John Luciani, Civil Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Dave Eshbach, Police Chief
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. He led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there had been no Executive Sessions since the last meeting, and none were scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill had provided a written report. He indicated he would respond to any questions. Hearing none, Mr. Crabill was excused.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had submitted his written report. He had one update with regard to the Yorkshire Elementary signal. He had received an email that the signal work was being done.

SCHENCK Chairman Schenck asked when he expected the traffic signal standards.

LUCIANI Mr. Luciani responded that any new signals must meet the new standards.

5. CONSENT AGENDA

- A. Acknowledge Receipt of December 31, 2010 Treasurer’s Report
- B. Acknowledge Receipt of November 16, 2010 York Area United Fire and Rescue Meeting Minutes.
- C. Acknowledge Receipt of December 2, 2010 York Area United Fire and Rescue Meeting Minutes.
- D. Board of Supervisors Regular Meeting Minutes – December 9, 2010
- E. Board of Supervisors Reorganization Meeting Minutes – January 3, 2011
- F. Regular Payables as Detailed in the Payable Listing of January 27, 2011
- G. LD-09-03 – Time Extension – Rail Trail – Plan Expires 1/27/11 (New Plan Date 3/31/11)
- H. SD-07-04 – Time Extension – Ridge View Heights – Plan Expires 1/31/11 (New Plan Date 2/28/11).

DVORYAK Mr. Dvoryak pulled item D for correction.

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH H AS OUTLINED EXCEPT FOR D. MOTION UNANIMOUSLY CARRIED.

DVORYAK Mr. Dvoryak replaced the word “increases” with the word “bonuses” on page 9.

MR. BISHOP MOVED TO APPROVE ITEM D AS AMENDED. MOTION UNANIMOUSLY CARRIED.

9. SOLICITOR’S REPORT

Tax Collector

SCHENCK Chairman Schenck stated that the board had been requested to revise a Agenda item, Tax Collector, which would normally be covered under the Solicitor’s Report. As a courtesy for the individuals who normally would not be in attendance during a regular board meeting, he brought forward a discussion concerning some difficulties with the Springettsbury Tax Collector’s ability to reconcile the books and make accurate tax payments. A forensic audit had been conducted several years ago.

RAUSCH Solicitor Rausch stated that an elected tax collector is to submit a completed and final settlement by January 15th to each taxing district for which they collect taxes. Springettsbury Township has not yet received that report and as a result the 2010

taxes cannot be closed. A written request from Tax Collector Margaret Couselor through her attorneys dated January 25th was received requesting to appoint Barbara Bair as Deputy Tax Collector. If the board agreed, a Resolution had been prepared to make that appointment. He added that the Deputy Tax Collector has the same authority and power to collect taxes as the Tax Collector does. However, the Tax Collector remains the person responsible for the collection and disbursement of taxes.

SCHENCK Chairman Schenck commented that he had read a document that the County of York had named Barbara Bair Deputy Tax Collector for Springettsbury Township.

RAUSCH Solicitor Rausch clarified that action would cover the collection of county taxes in Springettsbury Township. He noted that he had invited Barbara Bair, County Treasurer, and Mike Flannelly, County Solicitor, as well as representatives of Suburban School District to attend the meeting to respond to questions that the board might have concerning the appointment.

A lengthy discussion took place, which is summarized below:

- Margaret Cousler had asked that a Deputy Tax Collector be appointed three years ago.
- Barbara Bair, as County Treasurer, meets with all 72 tax collectors, reconciles their county tax portion and assists in the reconciliation process.
- Ms. Bair has access to all assessment records, which allows for more information in solving issues. She would act as an individual in the solution.
- Mrs. Cousler's books were reconciled for the county up to 2010.
- Ms. Bair recently solved a similar situation in Spring Garden Township.
- Payments will be made to the Tax Collector, deposited into her accounts, covered by her bond.
- Pennsylvania State Ethics Commission was asked for an advisory opinion with regard to compensation for Deputy Tax Collector.
- Ms. Bair has a very competent staff and unorthodox work hours to complete the task.
- Township has an option to not turn the duplicates over to the current tax collector because of her failure to complete her duties in a timely fashion.
- Appointing Deputy Tax Collector is legally the easiest step to accomplish the task.
- The alternative would be litigation, time wasted, tax bills put into an indefinite situation, etc.
- Each entity has the authority to authorize appointing a Deputy, i.e., the county, school district and township.
- Deputy Tax Collector appointment holds the office for the term of the Tax Collector.
- Ms. Bair has an excellent track record with Mrs. Cousler. Ms. Bair has a confidence level to accomplish the task based on her ability to work with Mrs. Cousler.

- Improved technological processes for clearing checks will be put into place immediately. This will facilitate getting duplicates reconciled in a timely fashion. Ms. Bair will visit the tax collector's office daily to closely monitor the work.
- Telephone calls to the township will be eliminated with putting the proper systems in place.
- If the current tax collector would not submit a settlement by January 15, 2012, the tax duplicates will be withheld, and a new tax collector would be appointed.
- Risks are involved with either appointing a Deputy Tax Collector or appointing a different tax collector.

YOUNKEN Mr. Dennis Younken, Director of Finance, York Suburban School District spoke in support of the appointment of Barbara Bair as Deputy Tax Collector. He had experience working with Ms. Bair through the Spring Garden tax collector issue and stated that she had done a phenomenal job. He noted that the school district currently is in the process of issuing some general obligation bonds for the completion of Valley View school. They are in a rating process by the bond rating agency, Standard and Poors. Because of the two tax collection issues, he had two difficult bond rating discussions over the previous three weeks with a visit by an individual representing the World Bank of Canada. Because of the tax issues, their bonds are being downgraded by approximately 50 basis points which would be added to their interest rate over the next 20 years for \$6 million. He had hoped to hold off a decision based on the appointment of the Deputy Tax Collector and advising the bond rating agency that the county and the township were moving ahead to solve the issue and the school district would be following.

BISHOP Mr. Bishop asked whether Margaret Cousler's name would be on the next election ballot.

BAIR Ms. Bair responded that she had commented to her that she was planning an exit strategy. Ms. Bair added that another individual needed to step forward and run for that office. She noted that the Senate currently has Resolution 250 which is an analysis of tax collection state wide so there is a state process going through hearings, etc. to address whether this is the most efficient method of tax collection and whether there would be a consolidation process to handle the issues. She recommended that the board share the experience with the appropriate elected officials.

SCHENCK Chairman Schenck noted that Ms. Bair had done an excellent job in presenting a high degree of confidence that she could provide a solution to the problem. He noted his frustration with the tax system in the state and the non-accountability to the elected individuals. He indicated that it was terrible to have this situation exist with public money that can just be tossed around even though there are standards of accountability that are not met and nothing can be done. Yet people are fined for not shoveling their sidewalks.

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-26 APPOINTING BARBARA BAIR AS DEPUTY TAX COLLECTOR FOR THE TOWNSHIP. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Advertise and Accept Request for Proposals for Natural Gas Services and Suppliers to Springettsbury Township as Lead Agency for the Central PA-York Energy Partnership.

MR. BISHOP MOVED TO AUTHORIZE ADVERTISING AND ACCEPTING REQUEST FOR PROPOSALS FOR NATURAL GAS SERVICES. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

- A. SD-07-09 – Waltersdorff – 2/26/11 (Action)

BAUGH Mr. Baugh provided background information with regard to SD-07-09, which proposed dividing a 4.8 acre tract into two lots, one for an existing single family home and one for an additional single family residence. This information was documented in his January 27, 2011 briefing memorandum. He provided a PowerPoint overview of the site plan showing the existing dwelling and the proposed new lot. Planning Commission recommended the waivers, conditions and modifications documented in the memorandum. The conditions, all of which were administrative, had been satisfied and are indicated in a suggested motion.

RAUSCH Solicitor Rausch reported that as much protection as possible was put into place because there is a swale on the side of the property. This will route the water so that it does not flow on to neighboring properties. The developer worked with the township to put language in the plan to be sure that the storm water drainage system remains intact.

MR. BOWMAN MOVED WITH REFERENCE TO SUBDIVISION PLAN 07-09, WALTERSDORF, TO APPROVE THE PRELIMINARY/FINAL PLAN WITH THE 11 WAIVERS AS NOTED ON THE SUPERVISORS PLAN SUMMARY DATED JANUARY 27TH AND WITH REFERENCE TO THE SUBDIVISION PLAN 07-09, WALTERSDORF, TO APPROVE THE PRELIMINARY/FINAL PLAN WITH THE 7 CONDITIONS AS NOTED ON THE SUPERVISORS PLAN SUMMARY DATED JANUARY 27, 2011. MOTION UNANIMOUSLY CARRIED.

- B. SD-07-04 – Ridge View Heights – 2/28/11 (Action)

BAUGH Mr. Baugh provided background information with regard to item B, SD-07-04, Ridge View Heights. He noted the plan was filed under the prior zoning ordinance, R4, and is located on the south side of Deininger Road between Mt. Zion and Rocky Ridge. The plan proposed a development of 10 lots for single family detached

homes and has several steep slopes. Documentation was provided in the briefing memorandum dated January 27, 2011. He provided a PowerPoint overview of the site plan with the nursery to the north and the Schiding residence to the south, and photos of the road in front of the project. He reported that at the May 13th meeting the five waivers listed in the memorandum were granted. Planning Commission added two waivers, one to limit the work to the eastbound lane of the road leaving the other side alone, and another for an inlet placement to allow 5.5 cubic feet per second. Planning Commission recommendations were documented in the suggested motion. Planning Commission recommended approval of the plan with the 12 conditions also documented in the suggested motion. Several of those conditions had been eliminated. All of the remaining conditions are administrative in nature and there are no design issues.

SCHENCK Chairman Schenck asked how the road situation had been resolved to the township's satisfaction.

BAUGH Mr. Baugh responded that .75 meets the PennDOT's standards. They had originally come in with .5, and township ordinance requires 1% longitudinal slope. It is also referenced in the SALDO and is a reasonable compromise.

LOBACH Attorney Jeff Lobach indicated he could summarize Richard and Donna Schiding's position, who are the immediate downstream neighbors. They were not present to oppose the plan; however, they had a concern with the onsite ground water and storm water management agreement. As property owners, they will not have the ability to police the construction and maintenance of the storm water management bonds, but the township will, and they are counting on the township to do so.

BAUGH Mr. Baugh responded that condition number 6 does address that issue. "Developers agreement is required including but not limited to a storm water maintenance agreement." He noted that Attorney MacNeal had been working closely with Attorney Ehrhart on that agreement.

MACNEAL Attorney Stacy MacNeal noted that they had resolved all of the language and she needed to provide a copy of that to Attorney Lobach.

SCHENCK Chairman Schenck commented that it seemed there was more enforcement in this than the normal storm water plan.

LOBACH Attorney Lobach noted that there is a lien available, as well as a plan that speaks about the lien. However, he stated it was not privately enforceable by the Schidings if a problem existed, and they would need the township to step in to solve the matter.

HOLMAN Mr. Holman stated that there is a Development Agreement, as well as the MS4 work that the township has to do. A quarter of the township will be reviewed each year. If a problem were to develop, in accordance with the normal procedure, they would send the engineering to the site for review.

LOBACH Attorney Lobach noted that the January 27th meeting minutes will reflect that he was present with Mr. Schiding and everyone agreed with the solution.

LUCIANI Mr. Luciani noted that he had concerns about privately-maintained storm water ponds. Originally there was a master plan that had gone through numerous iterations, but there are easements on each lot. If lot owner #8 decided he wanted to put in a pool and a cabana and eliminate the storm water pond, he would have to come in for a Building Permit. The township and the court house would have a record of that easement, and a structure could not be placed in that area because of the storm water easement. They can be relocated but it would be known that there is an easement location in that area.

RAUSCH Solicitor Rausch stated that part of the concern was that the two end lots are more than just taking water from the house, they're taking it from the street. Those two property owners will have extra responsibilities. The township wanted to make it clear in the documents that those homeowners understand that they've got to manage that water and that they own the ponds.

SCHIDING Richard Schiding asked whether they can request a change in the easement to relocate the storm water.

LUCIANI Mr. Luciani responded that it would be necessary to go through the Building Permit process and they would have to alter the site plan. They can't move a house to the back of a lot in this plan because it would be inconsistent, and the entire storm water plan would have to be re-submitted. The conceptual footprints will vary house to house.

SCHIDING Mr. Schiding noted for clarification that if someone moves into a house built per the plan and the storm water is built per the plan, and two years later they want to put in something and want to move that storm water basin, what are there restrictions on how close they can place that to the property line.

RAUSCH Solicitor Rausch responded that they would not be able to do that without coming back to the township.

SCHIDING Mr. Schiding indicated he understood, but he had a concern if it came down near the property line and overflowed.

RAUSCH Solicitor Rausch responded that it would have to be addressed at that time. They would have to show that it could not happen.

LUCIANI Mr. Luciani clarified that the storm water basins are areas that are physically visible, depressed areas shown up in grading plans. He added that, as referenced in the MS4, it would be more easily monitored.

RAUSCH Solicitor Rausch asked who would be responsible for the inspection and assurance that it is done.

LUCIANI Mr. Luciani responded that the township would be responsible. There are bonded improvements, and when they are constructed and built, the bond portion will be released.

BISHOP Mr. Bishop noted that any changes an individual might want to make would have to meet the exact same requirement at that point in time as they have to meet now.

MACNEAL Attorney MacNeal responded that they actually would have to meet whatever requirement would be in place at the time, and it might be even more stringent.

LUCIANI Mr. Luciani commented that this plan currently is under the old ordinance. Therefore, the basin would have to be significantly larger because under the new ordinance, the requirement is a 50% reduction. There would be a lot of additional hoops to go through.

MR. DVORYAK MOVED WITH REFERENCE TO SUBDIVISION PLAN 07-04, RIDGE VIEW HEIGHTS, TO APPROVE THE PRELIMINARY PLAN WITH THE TWO WAIVERS OUTLINED IN THE SUPERVISORS' AGENDA, AND WITH REFERENCE TO SUBDIVISION PLAN 07-04 TO APPROVE THE PRELIMINARY PLAN WITH THE NINE CONDITIONS AS LISTED. MOTION UNANIMOUSLY CARRIED.

8. COMMUNICATION FROM SUPERVISORS

SCHENCK Chairman Schenck reported that he had received a compliment about the plowing done on the roads during the recent snowstorm.

HOLMAN Mr. Holman indicated he would pass the comment along to Mr. Lauer.

DVORYAK Mr. Dvoryak asked about the budget status with regard to clearing the snow for the rest of the winter.

HOLMAN Mr. Holman noted that the budget was holding satisfactorily. The cost of materials is the most costly because the smaller storms require salting and sanding continuously.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch noted that he had nothing additional to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that he had received a response from Penn DOT on the Orchard/Witmer Road study. The study will be conducted in the next 30 to 60 days.

11. ORDINANCES AND RESOLUTIONS

A. Resolution No. 2011-25 – Revising Fee Schedule

SCHENCK Chairman Schenck indicated that there had been several minor changes to the 2011 Fee Schedule.

BISHOP Mr. Bishop questioned the engineering and other professional reviews.

HOLMAN Mr. Holman responded that the permit identifies “other” which would cover things that may not be specifically addressed. In that case an estimate would be obtained from the engineer or legal counsel and would be set up in an escrow type account. The 10% is to cover administrative costs. He identified “other” costs covered by the ordinance.

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-25, REVISING FEE SCHEDULE. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

There was no Old Business for discussion.

13. NEW BUSINESS

MR. DVORYAK MOVED TO APPOINT MR. STEVE BARKOWSKI FOR THE OPEN PARKS AND RECREATION BOARD POSITION. MOTION UNANIMOUSLY CARRIED.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:20 p.m.

Respectfully submitted,

John Holman
Secretary

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**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**JANUARY 27, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, January 27, 2011 at 6 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
Jim Baugh, Economic and Community Development Director
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6 p.m. He stated it was an advertised Strategic Planning meeting, along with any other business that might come before the board.

2. PUBLIC COMMENTS

There were no public comments.

3. STRATEGIC PLANNING

SCHENCK Chairman Schenck stated that in the previous Strategic Planning session, there was a suggestion to review the Comprehensive Plan. He had compiled a list of bullet points from the Comp Plan which encompassed what guided the Plan and what kinds of things the township should become. Action items from the plan might help guide the board in forming a potential strategic direction.

BISHOP Mr. Bishop commented that the items were definitely things the board had been working towards and wanted to continue toward.

BOWMAN Mr. Bowman commented that the discussion was the development of a wish list of what the board would want to do as far as improvements.

SCHENCK Chairman Schenck noted that there are different opinions of the strategic plan. He would first determine where the township should go, how to maintain financial strength to allow for a stable tax base, relatively reasonable tax rates, and high level goals. Create an environment where, as an example, traffic is not an issue and how to get there and then develop action items.

HOLMAN Mr. Holman noted that it involved addressing the general overall view of the community as a whole in the long run followed by actions necessary to implement the plan. He noted that, as an example, roadway improvements/improving traffic flow would need the corridor, Davies Drive Rail Crossing, and addressing the costs.

DVORYAK Mr. Dvoryak suggested that the board begin thinking in terms of what the state can do to assist in the process. There are continual state regulations, obstacles, unfunded mandates that prevent Springettsbury Township from doing what is needed. Recent changes in Harrisburg may make this a time to compile a wish list and approach the legislators with some of the obstacles. Doing so might help spur growth in Springettsbury but from a state-wide level.

Following is a summary of the discussions:

- Structuring and managing the overall finances is an integral part of Strategic Planning.
- Keeping tax base low as possible knowing that business and industrial taxes drive revenues; thus promote those enterprises.
- Vibrant business environment is critical to provide a desirable community.
- Schedule meetings with industrial/commercial leaders; determine problems, benefits, what they would recommend as to how to bring more business into the area; define industry/commercial.
- Proactively solicit certain activities/businesses, etc.
- Economic Development Authority – Begin developing a database.
- Pursuit of the state and federal government would be placing Springettsbury Township in a leadership position with what things affect the community.
- PSATS is taking aggressive action toward unfunded mandates with a study.

BISHOP Mr. Bishop offered to do a review of the Comprehensive Plan, as well as the Parks Master Plan to make sure everything still fits.

SCHENCK Chairman Schenck adjourned the meeting at 6:50 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**FEBRUARY 10, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, February 10, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Mike Bowman
George Dvoryak

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Community Development Director
Dennis Crabill, Environmental Engineer
John Luciani, Civil Engineer
Don Eckert, YAUVFR
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Bob McCoy, YAUFRC Chief
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7:20 p.m. and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there were no Executive Sessions after the last meeting, and none had been scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill had provided his written monthly report, and he had no changes to the report.

SCHENCK Chairman Schenck questioned the no-charge extension for Frey Lutz.

CRABILL Mr. Crabill responded that the mechanical contractor was held up because there was no power to the building, and as a result he could not fill his heating system or run anything. The power to the building falls under the electrical contractor. Coordination for the project falls under the general contractor. The mechanical contractor has asked for substantial completion for his entire portion of the project and that was granted as of January 6, 2011. There are 70 days from October 28th to January 6th which results in a 70-day, no-cost time extension. That eliminates them for liquidated damages.

SCHENCK Chairman Schenck commented that there could be further dialogue about the delay and costs.

CRABILL Mr. Crabill responded that he was correct.

HOLMAN Mr. Holman noted that 10% retainage will be held for the electrical contractor to assure there will be enough to complete the work and any liquidated damages that may occur.

CRABILL Mr. Crabill added that a review of the amount that had been paid, the potential liquidated damages, along with the remaining work, is getting close to a place where the township won't want to pay much more than the specifications allow. During the first 50% of the project, 10% retainage is held; after that it drops down to 5% retainage. If progress is not satisfactory to the engineer, the township can reinstate the 10% retainage, a potential under consideration.

SCHENCK Chairman Schenck noted that it sounded like a good plan.

CRABILL Mr. Crabill indicated that the next step would be to send a letter to the electrical contractor with the increase in retainage.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had provided a written monthly report. He noted that Mr. Holman had provided the DEP permit approval for Kingston Road storm water repair. They met with the adjoiner to discuss a temporary construction easement, which was drawn up by Solicitor Rausch. The owner and his wife signed off and Mr. Luciani expected that during the next board meeting they will be prepared to authorize to go out to bid and proceed with the project.

Mr. Luciani reported that Harley Davidson had been modifying their signal plans, and he had received another signal plan modification. They had been using the

old approval, but they agreed to upgrade the signal at Gate 1 to include battery backup as well as all the requirements for preemption.

SCHENCK Chairman Schenck commented that he had been approached about LED technology for the street lights. He questioned whether the township pays a flat rate regardless of the lamps.

LUCIANI Mr. Luciani responded that he was correct.

SCHENCK Chairman Schenck asked whether installation of LED lights would be of benefit. He noted that the street light tax would remain the same.

HOLMAN Mr. Holman stated that First Energy is not offering a lower rate despite the use of LED lights. They are offering some assistance with the use of Cobra lights, which are being changed to the LED lights. However, the neighborhood street lights are not included.

SCHENCK Chairman Schenck clarified that as they are retrofitted, the township's rate is being lowered.

HOLMAN Mr. Holman responded that he was correct. The township is getting less, and they are covering the cost of retrofitting. The neighborhood lights, the Petition Street Light Fund is not included. The utilities want credit for reduction in use.

LUCIANI Mr. Luciani commented that a number of communities had lobbied their energy company. According to an Act 149 seminar, there is a fine for GPU, PPL, Allegheny Electric, etc. if the power consumption is not reduced by 2013.

HOLMAN Mr. Holman added that he had printed the current rebate schedules for First Energy. They are reviewing everything that can be done in the buildings and other areas to lower energy. They review them once every six months because they want to change the neighborhood lights when possible.

5. CONSENT AGENDA

- A. Frey Lutz Corporation – BNR Project (Mechanical) – Application for Payment No. 18 in an amount not to exceed \$15,770.
- B. Regular Payables as Detailed in the Payable Listing of February 10, 2011.
- C. LD-08-12 – Time Extension – Yale Electric – Plan Expires 2/25/11 (New Plan Date 5/25/11).
- D. LD-10-03 – Time Extension – LCBC – Plan Expires 3/4/11 (New Plan Date 6/4/11).
- E. SD-08-03 – Time Extension – Pam Long – Plan Expires 2/25/11 (New Plan Date 5/25/11)

**MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH 3.
MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Approve a 70 Day No-Cost Time Extension to Frey Lutz Corporation for the BNR Mechanical Improvements (Extends Contract End Date to 1/6/11).

MR. BOWMAN MOVED TO APPROVE A 70-DAY, NO-COST TIME EXTENSION TO FREY LUTZ CORPORATION FOR THE BNR MECHANICAL IMPROVEMENTS. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

There were no Supervisor comments.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch noted one update which referred to the Darrah lawsuit for fines from March, 2009. He reported that they had been awaiting the court ruling on the preliminary objections to his answer in a new matter. A decision had been rendered recently and the court sustained all of the township's objections and threw out Darrah's answer in the new matter indicating that the only issue before the court was the amount of fines that should be set in violating the zoning ordinance. The daily fines would go back to March of 2009 so the next step there is to get a pre-trial schedule with the court for a hearing. This is separate and apart from the injunction matters. There were injunctions for fines for violating the court order. These are for actually violating the zoning ordinance for that same period of time.

SCHENCK Chairman Schenck asked how long he expected it would be to get in front of the court.

RAUSCH Solicitor Rausch responded that it would be hard to say based on the court schedule. He was waiting for a court response to the petition to incarcerate Mr. Darrah until the court-ordered fines are paid. He expected at least four to six months.

10. MANAGER'S REPORT

HOLMAN Mr. Holman stated that Cumulus Radio requested renewal of the agreement with the township where they pay \$4,500 a year to the township and partner for the Saturday in the Park, Summer Concert Series and Holiday Tree Lighting. This is the second year of the two-year option to renew. Mr. Holman noted that they are

pleased that Cumulus had agreed again to continue the program with the township.

MR. BOWMAN MOVED TO APPROVE OPTION NO. 2 FOR THE CONTRACT BETWEEN CUMULUS RADIO AND SPRINGETTSBURY TOWNSHIP. MOTION UNANIMOUSLY CARRIED.

HOLMAN Mr. Holman brought forward the line painting information. They are requesting authorization to advertise the line painting contract.

MR. BISHOP MOVED TO AUTHORIZE ADVERTISING THE LINE PAINTING CONTRACT. MOTION UNANIMOUSLY CARRIED.

11. ORDINANCES/RESOLUTIONS

A. Authorization to Advertise Proposed Zoning Amendments to Implement the Energy Conversion Systems Ordinance

SCHENCK Chairman Schenck asked whether the proposed ordinance had been sent to the Planning Commission.

HOLMAN Mr. Holman responded that it had gone to the Planning Commission and also to the county and Mr. Baugh had shared it with various municipalities.

SCHENCK Chairman Schenck asked whether there were any comments from Springettsbury's Planning Commission.

BAUGH Mr. Baugh responded that the recommended changes had been incorporated. They were very minor changes which he offered to go over.

HOLMAN Mr. Holman noted that it is going into the Zoning Ordinance as opposed to separating them initially.

RAUSCH Solicitor Rausch commented that he thought the biggest change was discussion around 20 to 25 acres for a solar panel facility

HOLMAN Mr. Holman noted that the acreage increase for a large wind farm would have to be at least 45 acres. He requested authorization to advertise. A public hearing will be needed.

MR. DVORYAK MOVED TO AUTHORIZE TO ADVERTISE THE PROPOSED ZONING AMENDMENT TO IMPLEMENT THE ENERGY CONVERSION SYSTEM ORDINANCE AND CONDUCT A PUBLIC HEARING. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop reported that York City has awarded the project. Springettsbury officials have not seen the contract; however, the proposal was made available.

HOLMAN Mr. Holman reported that he had spoken with Mr. DeBorg and they will provide copies of the signed contract to the participating municipalities.

BISHOP Mr. Bishop added that there had been no official communications, and the Task Force does not effectively exist and is irrelevant. No meetings had been held for a year.

13. NEW BUSINESS

There was no New Business for discussion.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**FEBRUARY 10, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, February 10, 2011 at 6 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
John Luciani, Civil Engineer
Bob McCoy, Chief, YAUFR
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6 p.m. The purpose of the meeting was to move forward with Strategic Planning for the township and to review the current Comprehensive Plan for a live, work and play type of community.

HOLMAN Mr. Holman indicated that he had, in fact, reviewed the Comprehensive Plan goals and stated that the board could identify what they would consider high priority. He had focused on the economic community character goals and requested that Jim Baugh create a PowerPoint presentation showing the achievements, both short-term or medium goals. He also requested Jack Hadge to create some financial information working on trends addressing economic fiscal planning under economic development.

Farming the Sun

HOLMAN Mr. Holman brought forward the option of farming the sun through the installation of a solar farm. He had discussed this option with the Halo Energy organization with the potential of using the tree farm as a location. He noted that a solar farm would generate 10 to 12 megawatts of energy and would assist in the increased use of energy at the sewer plant. Halo Energy would provide investment into the infrastructure building facility, maintain the facility, handle the operations and agreements and pay the township to lease the land. The township would receive energy at 20% less than the current rate. He noted the solar farm would use about 50 acres. He planned to discuss the proposal with

DEP, EPA and ultimately Congressman Platts to assure the township's compliance in the use of the tree farm.

Public Safety/Fire Building

HOLMAN Mr. Holman noted that he had received an updated cost estimate from Kinsley Construction, which was based on a cost per square foot for a total of \$2,125,000 including prevailing wage; \$122 per square foot for a 15,000 square foot building.

MCCOY Chief McCoy brought forward the concept of building a second story, which would add 4,000 square feet to the building to house the headquarters. Cost for adding a second floor amounted to \$100 a square foot and did not include an elevator which would add from \$60,000 to \$100,000 to the cost.

HOLMAN Mr. Holman indicated that there are funds in the bank in the Capital Fund towards construction or payment of debt. He had several financial scenarios based on \$3.25 million. One item of importance would be that the financial impact would occur in 2013 when the township had passed over the pension hump.

RAUSCH Solicitor Rausch noted that he had been working with the Springettsbury Township Volunteer Fire Company through Don Eckert and their attorney on an agreement over the structure and what would happen when. A Letter of Intent had been signed with Royal Farms for the East Market Street property. However, there are contingencies, one of which is not relinquishing occupancy until a new fire station is built. He indicated that net proceeds from the sale of the East Market Street property, after deducting the costs, would go towards the new fire station/headquarters. The expectation then would be that the township would cover the balance of costs, own the building and then lease it to YAUFRR and to the Springettsbury Township Volunteer Fire Company.

HOLMAN Mr. Holman added that YAUFRR would be responsible for all operational and maintenance costs of the building including insurance liabilities.

SCHENCK Chairman Schenck added that there had been some comments made that YAUFRR should review what the market might be for leasing office space.

MCCOY Chief McCoy responded that they had worked with a leasing agent, who advised that the costs would be approximately \$50,000 to \$60,000 a year to lease a space.

LUCIANI Mr. Luciani noted that the property to be purchased already has regional storm water in place.

SCHENCK Chairman Schenck asked if the plan could be reduced to the point where 15,000 square feet would provide what is needed for the station and the headquarters office.

- MCCOY** Chief McCoy responded that if the second floor were eliminated, and the functional rooms within the fire station were scaled down, they could probably get it to fit. He noted that the architects indicated that when they get into the design work and efficiency of space they could make it work.
- HOLMAN** Mr. Holman asked what level the board would be comfortable with for the borrowing rate. He assumed that the pay back would not begin until 2012 or 2013, at which point he could amortize interest. Architect and engineering work could begin and he would create a Resolution for preliminary expenses in order to have an option to reimburse the township and place those funds into a sinking fund which goes towards paying down the debt. It would be a preliminary expense Resolution.
- SCHENCK** Chairman Schenck noted that his understanding of the future finances are that it would be unavoidable that with this and other work that had been planned strategically in the township would require a tax increase.
- HOLMAN** Mr. Holman responded that unless something unexpected was to occur, it could be covered for a couple of years.
- BISHOP** Mr. Bishop voiced his opinion that if the building is built, the office space should be included no matter what YAUFRR decided to do. It would be square footage that may not be finished but some day it will be useful space.
- BISHOP** Mr. Bishop noted that the project goes a long way toward solving the issue with fire stations in terms of the whole relationship with volunteers and who owns what, etc. He added that there is a significant benefit to the township that will be resolved, much as a result of Don Eckert's effort and everything will be a lot neater for the township going forward.
- DVORYAK** Mr. Dvoryak questioned whether the new site will be within the ideal site identified by the Buracker study.
- MCCOY** Chief McCoy responded that it would provide adequate coverage within the four-minute response time and actually improve the coverage area.
- DVORYAK** Mr. Dvoryak asked about a potential funding source from the Relief Association.
- SCHENCK** Chairman Schenck responded that funds could be secured for items to outfit the building, such as an exhaust, fill station for air tanks, lockers, washing machines, etc.
- DVORYAK** Mr. Dvoryak asked about the justification for a new station. He had heard that the existing station is worn out and needed replaced whether it's roofs, HVAC

systems, etc. He asked how imminent are the costs for things such as a new roof or HVAC system.

HOLMAN Mr. Holman responded that the building, 53 years old, is functionally obsolete due to several factors: male/female firefighters and EMT's; HVAC system is out of date; highest cost building to operate; fire trucks are being built bigger and bigger and bay doors eventually will be too small, etc.

General Direction/Decision.

SCHENCK Chairman Schenck called for a consensus of the board. He indicated he was in favor of moving forward based on the numbers and the understanding a lot more work will be done to look for other funding and firming up the figures.

RAUSCH Solicitor Rausch indicated he would like to have some limit of funds within the agreement. At this time it is just a wish list of everything they want to see and he wanted to specify the township's contribution.

SCHENCK Chairman Schenck noted that he would agree with between a \$2.2 and \$2.5 million commitment.

BISHOP Mr. Bishop asked for clarification on the concept. The wish list includes the specifications. If the township is only willing to pay up to \$2.5 million, will the volunteers have to pay the rest.

ECKERT Mr. Eckert stated that he and Chief McCoy compiled the list that would constitute the maximum of a 21st Century fire station.

MCCOY Chief McCoy thought the intent of the agreement was to make it clear that the volunteers contribute the assets of the sale of the building in exchange for a tenancy agreement for the life of the corporation with access to those locations within the facility.

BISHOP Mr. Bishop indicated that he was ready to move forward.

DVORYAK Mr. Dvoryak stated that he did not have enough information in front of him to give a head nod. He wanted to do a further review of whether a new fire station was necessary.

RAUSCH Solicitor Rausch noted that there was an agreement provided to the board for approval. If the board approved the concept, he would put the agreement in final form and present it for action.

HOLMAN Mr. Holman indicated he would provide additional information about the current fire station to Mr. Dvoryak.

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**FEBRUARY 10, 2011
APPROVED**

BOWMAN Mr. Bowman indicated that he would like to have additional information about the current fire station as well; however, he noted he would keep moving with the project.

2. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:22 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**FEBRUARY 24, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, February 24, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Mike Bowman
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Community Development Director
Dennis Crabill, Environmental Engineer
John Luciani, Civil Engineer
Mark Hodgkinson, Director of Wastewater Treatment Plant
Don Eckert, YAUVFR
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Chairman Schenck acknowledged the presence of several Boy Scouts from Troop 25, who are working on their Citizenship in the Community Badge.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session was held prior to the meeting this date to discuss a personnel issue. No additional sessions were scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill noted that he had submitted a written report. He stated that all of the staff comments had been addressed with regard to the Marlow Drive Sewer Replacement project and the plan was ready to go to bid.

LANDIS Ms. Landis questioned the Sewer Plant project completion date.

CRABILL Mr. Crabill responded that he would estimate mid-March.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had filed a written report as well. He noted several updates:

- Mt. Rose Avenue Widening – New Project Manager, Justin Gochenauer.
- Plans for the project under review. Sidewalk along Mt. Rose Avenue to be replaced.
- Monolithic curb and sidewalk under consideration; might be problem with snow removal.
- Property values for right-of-way taking have wide disparity; some commercial; some residential.
- Work on the project is to be done during off peak hours.
- Let date is projected to about June 2011.

- Kingston Road Traffic – Lines painted during the fall, 2010.
- Temporary speed tables and humps purchased; not to be use during winter season, expect to be placed after April 1st.
- Policy for speed tables being written; to be finalized shortly.
- Speed tables, speed checks, traffic counts, police presence to be implemented.
- Data to be compared; could lead to additional enforcement or extreme physical measures.
- Crosswalks still needed along with signage to highlight the area around St. Joseph's Church.

LANDIS Ms. Landis commented on the Eagles Nest area. She noted that with the widening project, the distance between the restaurant base and the curb line is less than seven feet. She was concerned about snow removal, etc.

LUCIANI Mr. Luciani responded that he agreed with the close proximity. The circulation at the Eagles Nest will be compromised, and there will be a significant loss of parking; however, PennDOT has a parking study which indicates it should be satisfactory; they will be able to operate, and they will become an existing non-conforming use. Mr. Luciani noted that some additional due diligence will be needed. He added that the Eagles Nest has been compensated.

5. CONSENT AGENDA

- A. Acknowledge Receipt of January 31, 2011 Treasurer's Report.
- B. Board of Supervisors Budget Work Session Minutes – December 6, 2010.
- C. Board of Supervisors Regular Meeting Minutes – January 13, 2011.

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**FEBRUARY 24, 2011
APPROVED**

- D. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 20 in an amount not to exceed \$206,565.62.
- E. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 21 in an amount not to exceed \$106,867.87.
- F. Regular Payables as Detailed in the Payable Listing of February 24, 2011.
- G. SD-09-03 – Time Extension – Carter Subdivision - Plan Expires 3/18/11 (New Plan Date 6/18/11).

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH G. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Execute Temporary Easement Agreement for 3400 Kingston Road Storm Water and Maintenance Project.

MR. DVORYAK MOVED TO AUTHORIZE EXECUTING THE TEMPORARY EASEMENT AGREEMENT AT 3400 KINGSTON ROAD STORM WATER AND MAINTENANCE PROJECT. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Advertise for Receipt of Bids for the 3400 Kingston Road Storm Water Project.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO ADVERTISE FOR RECEIPT OF BIDS FOR THE KINGSTON ROAD STORM WATER PROJECT. MOTION UNANIMOUSLY CARRIED.

- C. Authorization to Advertise for Receipt of Bids for the Marlow Drive Sanitary Sewer Project.

MR. DVORYAK MOVED TO AUTHORIZE ADVERTISING FOR THE RECEIPT OF BIDS FOR THE MARLOW DRIVE SANITARY SEWER PROJECT. MOTION UNANIMOUSLY CARRIED.

- D. Authorization to Purchase a 2011 Ford F-550 4x4 DRW Chassis Truck under the COSTARS Contract from Apple Ford Fleet Division in an amount not to exceed \$31,316.

MR. BISHOP MOVED TO AUTHORIZE PURCHASE OF A 2011 TRUCK. MOTION UNANIMOUSLY CARRIED.

- E. Authorization to Purchase a Dur-A-Lift Aerial Lift with Service Body under the COSTARS Contract from Mobile Lifts, Inc. in an amount not to exceed \$52,686.

MR. BOWMAN MOVED FOR AUTHORIZATION TO PURCHASE A DUR-A-LIFT AERIAL LIFT WITH SERVICE BODY UNDER COSTARS CONTRACT FROM MOBILE LIFTS, INC. IN AN AMOUNT NOT TO EXCEED \$52,686. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis reported that she had attended the February 23rd meeting of the LGAC. The subject of the Springettsbury Energy Conservation System was one of the projects discussed. She noted that the board had been invited to attend a tour scheduled on Saturday, April 30th at 10 a.m. for all municipalities at Adams Electric. The tour will focus on a large-scale solar power facility. She provided the detailed information to Mr. Holman. She noted that the subject of solar panels received many comments. It was emphasized to keep the RR farms anywhere there was prime soil so that farmers would be able to use them for their primary purpose. There was concern about developers buying farms and placing large panels and then being absent land owners leaving a landscape of farmland with solar panels. In addition, she reported that the York County Planning Commission stated that the actual selling back into the grid, the cost that people will receive, would not amount to much at this time. The Springettsbury amendment was declined and sent back for a review.

SCHENCK Chairman Schenck stated that the final recommendation from the Planning Commission will come back to the township with comments, which can be addressed at that time.

LANDIS Ms. Landis asked when the board would receive the 2011 Budget Book.

HOLMAN Mr. Holman responded that he was in the process of proofreading the documentation and that the board would receive their copies within a week.

SCHENCK Chairman Schenck stated that he received a contact from a resident who had a zoning violation for multiple things with wheels on his property. He questioned whether the resident would have to remove his motor home.

BAUGH Mr. Baugh responded that the motor home could stay; however, it would have to be screened.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch reported that he received a check from Mr. Darrah for \$13.00 and change for interest on the money he owed. He had received the large check but it was late. Solicitor Rausch noted that he still believed that he was entitled to attorney's fees for having to file a petition to the court for the money. He had sent an invoice to Mr. Darrah's attorney and asked if he would voluntarily pay it, or whether he would require another court appearance. In addition, Solicitor Rausch will move forward on the lawsuit for daily penalties back to March of 2009.

10. MANAGER'S REPORT

HOLMAN Mr. Holman stated that he had provided information to the board concerning DCNR's contact regarding an opportunity to work with DCNR and DEP to apply for a NOAA Estuarine land conservation program grant for the Camp Security property. They are requesting a letter of support from the township; DCNR would prepare the application; and DEP would submit the application to NOAA for the program. Mr. Holman had coordinated this and discussed it with Todd McNew of the Conservation Fund, who indicated it would be an excellent funding program for Camp Security to help match funds that had been raised and funds that are being used to purchase the Walters Property also can be used as the match for the NOAA Grant Program. He asked for a motion to authorize the letter of support.

MR. BISHOP MOVED TO AUTHORIZE SENDING A LETTER OF SUPPORT. MOTION UNANIMOUSLY CARRIED.

11. ORDINANCES AND RESOLUTIONS

There were none for action.

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop reported that he had received no updated information. He asked Mr. Holman if he had received any requests for information.

HOLMAN Mr. Holman responded that he had received nothing, and Chief Eshbach will make him aware of any contacts.

13. NEW BUSINESS

There was no new business for discussion.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:40 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MARCH 10, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular meeting on Thursday, March 10, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Betty Speicher, Director of Human Resources
Dori Bowders, Manager of Administrative Operations
Robert McCoy, Chief, YAUFRR
Dave Eshbach, Chief, Police Department
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7:30 p.m. following the conclusion of an earlier public hearing. He led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. February 24, 2011 – Prior to Regular Meeting (Personnel Matter)

SCHENCK Chairman Schenck announced that a brief Executive Session had been held prior to the February 24th meeting to discuss a personnel matter. No Executive Session was scheduled for this date.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill submitted his monthly report and had no changes to his report.

B. Civil Engineer – First Capital Engineering

LUCIANI Mr. Luciani had submitted his monthly report. He updated the board with the following summarized information:

- Mount Rose Avenue – PennDot proposed to have curb and sidewalk up against each other; hoping to get some alternative action.
- Kingston Road – Culvert repair near Kingston Park – Advertisement brought several contractors asking for information.
- An amendment to the construction material standards appeared on the agenda for video cameras, which would be required if a developer modifies a traffic signal. The difficulty with damaged loop detectors would be eliminated with installation of video cameras.

DVORYAK Mr. Dvoryak asked about the signal timing of traffic signals works within the township, especially in the area from North Hills Road to Sherman Street.

LUCIANI Mr. Luciani responded that there are closed systems that had been created solely for the township. One system runs from Pleasant Valley Road to Mt. Zion to Market, and all the lights work in conjunction. Milt Strausbaugh of Milt’s Repair Service coordinates the lights to be sure they operate efficiently. The lights on Route 30 from North Hills Road to Sherman and all the way out to West Manchester Township, Kenneth Road all work on one system. He noted that at different times during construction there may have been a break in the lines.

HOLMAN Mr. Holman offered to have Mr. Lauer investigate any signal timing changes.

BOWMAN Mr. Bowman asked about the changes in the traffic lights at Eastern Boulevard and Haines Road. He noted that with the construction of the new bank the lights had been changed and are not as quick-changing late at night.

LUCIANI Mr. Luciani responded that they quite often receive complaints of that nature. Milt Strausbaugh has the ability to view all the traffic and traffic signals on his computer. He can determine whether the loop detectors are activated. If a loop detector were broken, it would turn to a default with an adjustment of timing. He offered to check with Milt Strausbaugh to determine if there was a problem.

SCHENCK Chairman Schenck stated that he had traveled North Hills Road and nearly lost a wheel off his car. There was a monstrous hole there.

HOLMAN Mr. Holman responded that he had a discussion with Norfolk Southern following up on three or four emails and letters sent as to when the repairs would occur. He had not received any further information to date.

SCHENCK Chairman Schenck suggested that, in the interest of public safety, that the township put some patch down or close the road.

LUCIANI Mr. Luciani noted that rail crossings are unique inasmuch as the PUC is the gatekeeper for maintenance at the crossings. He added that closing the road would result in difficulty for a lot of businesses and bring about a major traffic problem.

SCHENCK Chairman Schenck asked Mr. Holman to advise Norfolk Southern that the Board of Supervisors is considering closing the road for public safety issues.

HOLMAN Mr. Holman responded that he would and he had previously discussed the difficulties with the crossing with Norfolk Southern, many times. He noted that the permanent repair was not scheduled until the summer months. However, it needs a temporary repair immediately. He added he could not understand why the railroad is not more responsive to this defective rail crossing.

5. CONSENT AGENDA

- A. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – January 18, 2011.
- B. Board of Supervisors Strategic Planning Work Session Minutes – January 3, 2011.
- C. Board of Supervisors Strategic Planning Work Session Minutes – January 27, 2011.
- D. Board of Supervisors Regular Meeting Minutes – January 27, 2011.
- E. Board of Supervisors Regular Meeting Minutes – February 10, 2011.
- F. Board of Supervisors Regular Meeting Minutes – February 24, 2011.
- G. Regular Payables as Detailed in the Payable Listing of March 10, 2011.
- H. LD-08-12 – Time Extension – Rail Trail – Plan Expires 3/31/11 (New Plan Date 6/30/11)

BOWMAN Mr. Bowman requested that items B and F be pulled for further discussion. He noted that he would abstain from voting for item B as he was not present. He indicated there was a figure change to be made on item F.

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH H, PULLING OFF ITEMS B AND F. MOTION UNANIMOUSLY CARRIED.

MR. BISHOP MOVED TO APPROVE ITEM B. MOTION CARRIED. MR. BOWMAN ABSTAINED AS HE WAS NOT PRESENT.

BOWMAN Mr. Bowman called attention to the purchase price of the new truck, which was noted incorrectly at \$3,300. The correct price was \$31,316.

MR. BISHOP MOVED TO APPROVE ITEM F AS AMENDED. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

A. Authorization to Award Line Painting Contract for 2011.

SCHENCK Chairman Schenck asked what the township's share of the bid would be.

HOLMAN Mr. Holman responded it would be about 20% of the \$164,897.74. He noted that the Alpha Space Control contractor did an excellent job last year; all the members agreed and were happy to have him back to do the work.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION OF THE LINE PAINTING CONTRACT TO ALPHA SPACE CONTROL, CONTRACT FOR 2011. MOTION UNANIMOUSLY CARRIED.

B. Authorization to Approve Change Order No. 1 – Buchart Horn, Inc. – Work Assignment for BNR Improvements Project Inspection Services in an amount not to exceed \$96,000.

SCHENCK Chairman Schenck noted that item B covered a change order for inspection services for the sewer plant project. The project is extremely late, which then caused the resident inspector to spend more time on the site in an amount not to exceed \$96,000 on a \$1.2 million project.

LANDIS Ms. Landis asked for clarification on the process for recouping the funds.

CRABILL Mr. Crabill responded that the contract has liquidated damages built into it and if a contractor or contractors are late, each contractor can be assessed \$1,500 a day. The purpose is to cover additional inspection services and keep the whole project moving ahead.

DVORYAK Mr. Dvoryak asked whether it was a fixed amount and not based on actual costs.

CRABILL Mr. Crabill responded that the \$1,500 a day is not. The contract simply states that the contractor and owner agree that it is expensive to prove the numbers, and \$1,500 a day would be an assumed cost.

DVORYAK Mr. Dvoryak noted that when he first read it, he was concerned that if a contractor challenged it, that would put the township in a position to defend the additional money. Because it is a flat fee it would not be an issue.

CRABILL Mr. Crabill responded that it is a flat fee, and all there are two contractors not substantially complete at this point, the general and the electrical.

LANDIS Ms. Landis commented on the verbiage stating, “can be recouped” and indicated that she was not comfortable with that. She asked for further clarification.

CRABILL Mr. Crabill explained the process of attaching liquidated damages, which would be up to the board. A letter would be issued indicating that the board determined a specific amount of liquidated damage, and it could be a projected number. That comes off the top of what they are paid.

RAUSCH Solicitor Rausch commented that the township is holding that money.

LANDIS Ms. Landis stated that it frustrated her to spend another \$96,000, even though the township will get the money back, through the authorization of the additional fee. She asked how the money would be recovered.

HOLMAN Mr. Holman indicated that prior to closing the contract the township receives a final bill to be paid. In that bill the liquidated damages would be assessed and that amount is taken off the final bill. He added that the records kept by the engineer are very important on exactly why it was delayed because it might be challenged. That’s why we have a Solicitor.

DVORYAK Mr. Dvoryak asked who caused the lateness, i.e., which contractor or contractors.

CRABILL Mr. Crabill responded that there were varied and shared opinions between the general and the electrical contractor. The majority would be the electrical contractor at this point.

- SCHENCK** Chairman Schenck asked Solicitor Rausch whether there was any downside in approving this to put the whole project on notice that the board fully intended to recover the costs through liquidated damages.
- RAUSCH** Solicitor Rausch responded that he did not see any downside to giving advanced notice of the intention to abide by the terms of the contract.
- CRABILL** Mr. Crabill noted that the day they become late they receive a letter from Buchart-Horn indicating that the owner reserves the right to assess liquidated damages from this point on.
- BISHOP** Mr. Bishop noted that the township's experience had been that paying for on-site representation was an extremely wise investment as the owner to make sure the project goes as well as can be expected. This was merely an extension of that practice that had been done during the last few big projects. Mr. Bishop indicated that what is decided to do on this project would be a false economy to say that not paying for our inspectors to be on site until the project is actually approved would be foolhardy.
- LANDIS** Ms. Landis noted that as the overall company in charge, perhaps there could have been more harsh way of handling some of the problems. She was not sure of the cause, whether it could have been the weather or parts were incorrect, but she was frustrated with change orders. She noted that deadlines are deadlines, and four months is a very long time.
- BISHOP** Mr. Bishop noted that the contracts are between Springettsbury Township and the contractors doing the work.
- LANDIS** Ms. Landis commented that the township pays Buchart-Horn to make sure that things are being done on time.
- BISHOP** Mr. Bishop asked Mr. Crabill if that was part of Buchart-Horn's responsibility.
- CRABILL** Mr. Crabill responded that it actually was not. It would be a construction manager's responsibility. In this particular project, Buchart-Horn is inspector, the townships eyes and ears to keep the township informed of the progress and make decision on design changes, etc. All the submittals and paperwork comes through Buchart-Horn.

MR. BOWMAN MOVED TO APPROVE CHANGE ORDER No. 1, BUCHART-HORN, INC. WORK ASSIGNMENT FOR BNR IMPROVEMENTS PROJECT INSPECTION SERVICES IN AN AMOUNT NOT TO EXCEED \$96,000. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

DVORYAK Mr. Dvoryak commented that he had read that the Pennsylvania Public Employees Retirement System reported a 14.2% return in their pension fund last year. He noted that they may not follow the same mandates that the township must follow. He also commented that he had seen the newspaper ad for Public Works Superintendent, which reverted his thoughts to the strategic planning process and a review of the staffing. Mr. Dvoryak had discussed the opportunity to make adjustments within the organization during times of attrition with Mr. Holman, who had provided information on the longer-range plan.

HOLMAN Mr. Holman noted that personnel management absolutely has to be part of strategic planning. The board sets the manning levels, as salaries and wages are the biggest line items.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch advised the board that he would not be available for the board meetings on March 24th or April 14th; however, Attorney Ehrhart will be present.

10. MANAGER'S REPORT

HOLMAN Mr. Holman advised the board of a recommendation from the insurance company to install a surveillance or video camera in the lobby. He had received quotes, one of which was \$3,650, which would tie into the computer system. He would use funds previously designated for the laser fiche electronic file system.

Added points discussed were:

- Security system reviewed during construction of the township building.
- First step toward upgraded security system.

- Future move toward swipe cards for entering the building.
- Security in place during board meetings with Police Department representatives present.

HOLMAN Mr. Holman reported that the board members should have received their copy of the budget draft. An additional new book will be provided with some updates as some of the numbers did not transfer properly. He expressed his thanks to Mrs. Bowders and Mr. Hinkle who had done a very good job in putting it together.

SCHENCK Chairman Schenck expressed his appreciation for the upgrade. The residents will have a good opportunity to really understand the budget.

11. ORDINANCES AND RESOLUTIONS

A. Resolution No. 2011-28 – Amending the Construction and Material Specifications for Land Development and Sanitary Sewerage Facilities to Require Video Detection for Traffic Signalization.

SCHENCK Chairman Schenck noted that item A covered the construction standards to require the video equipment for signal lights. He noted that the installation of video equipment in Springettsbury Township is on the leading edge.

HOLMAN Mr. Holman noted that the camera at Market and Memory Lane is working very well. They are happy with it because if something goes wrong it is no longer necessary to dig up the street.

LUCIANI Mr. Luciani stated that a loop detector itself might cost between \$1,000 to \$1,500 with the added wiring. Some of the township lanes have two and three loop detectors. At Market and Mt. Zion there are about 20 loop detectors, so the camera will look at up to five lanes, and each approach is about \$10,000 per camera. He noted over time they will become more inexpensive.

MR. DVORYAK MOVED TO ADOPT RESOLUTION NO. 2011-28. MOTION UNANIMOUSLY CARRIED.

B. Resolution No. 2011-29 – Amending the General Township Fee Schedule

SCHENCK Chairman Schenck stated that Resolution 2011-29 will amend the township fee schedule. He noted the only fee changing is the mileage charge for EMS service.

HOLMAN Mr. Holman reported that Chief McCoy had researched the amount to be charged, \$11.00, which covers from the incident to the hospital and the average distance run is between three to five miles.

LANDIS Ms. Landis asked about the potential increase of the base rate.

MCCOY Chief McCoy responded that it had increased from \$475 to \$550.

LANDIS Ms. Landis asked for clarification concerning the sewer tapping fee of \$1,663. She asked what the township does for that fee.

RAUSCH Solicitor Rausch responded that the tapping fee is set by state law and represents the proportionate cost of the whole system. The cost is indexed over time to bring it to current value.

LANDIS Ms. Landis asked whether there are programs for the elderly who live on a fixed income and might want to tap into the sewer.

RAUSCH Solicitor Rausch responded that he was not aware whether the township had a payment plan; however, he knew that the county has a program for low income individuals.

HOLMAN Mr. Holman noted that sewer tap in fees generally apply when there are new developments or the line is extended. The township does review hardship cases.

SCHENCK Chairman Schenck commented that the response he gives to people who question the amount is that they are paying for their fair share of the cost of the existing infra-structure that their neighbors had already paid.

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-29. MOTION UNANIMOUSLY CARRIED.

C. Resolution No. 2011-30 – Approving the Merged York Area United Fire Police Roster for 2011.

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-30. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. Temporary Speed Hump/Speed Table Policy

SCHENCK Chairman Schenck commented on the speed hump policy. He noted the item indicating “the street must not be part of a public transit route” and asked whether any street in the township could be considered a public transit route. Also he noted that the petition for speed humps had been previously debated with 85% in favor and whether that was a standard.

HOLMAN Mr. Holman responded that it was generally based on review of other policies. Mr. Holman added that the transit route is a regular Rabbit Transit route. He indicated that it was put within the policy in order to assure that the vehicles themselves did not get damaged.

DVORYAK Mr. Dvoryak asked whether school buses are considered public transit.

HOLMAN Mr. Holman responded that public transit is only Rabbit Transit normal routes.

DVORYAK Mr. Dvoryak asked whether there would be more protection if there were some definitions added of what that means.

RAUSCH Solicitor Rausch noted that the weight of the vehicles might cause more harm or wear on the speed humps. In addition, they are only to be on residential streets.

SCHENCK Chairman Schenck noted that he thought it needed more definition because Lynbrook Drive is a public transportation route. The little bus comes to pick the lady up in her wheel chair.

RAUSCH Solicitor Rausch noted that the policy could be further refined for clarity.

BOWMAN Mr. Bowman questioned whether the weight of a tractor-trailer going over the hump would damage the hump.

LUCIANI Mr. Luciani responded that the speed hump can handle it. He thought it might be more noise driven than anything else.

Consensus was to add additional information regarding public streets to the statement for clarity.

DVORYAK Mr. Dvoryak asked for clarification of 85% of the abutting roadway segment property owners.

RAUSCH Solicitor Rausch responded that it covered 85% of households that would be in the area where a proposed speed hump would be. A petition is required up front and a committee would perform an initial analysis.

HOLMAN Mr. Holman added that if a study is done and it reveals that there isn't a problem, it will help in making the neighbors aware of that as well.

BISHOP Mr. Bishop noted that the language in the instructions for doing a petition is better than is included in the policy. It seemed to make more sense because it actually discusses a particular segment of road.

DVORYAK Mr. Dvoryak indicated he was concerned with the signage. He would be more comfortable if the actual speed hump itself would be bright yellow.

HOLMAN Mr. Holman noted that the speed hump is striped, colored and marked, and he added that signs are required to warn people in advance. The Uniform Traffic Control Devices code must be followed.

RAUSCH Solicitor Rausch indicated that warnings are necessary for liability purposes.

SCHENCK Chairman Schenck indicated that clearing up the whole issue of the 85% of the abutting roadway and making it consistent with the instructions so it's clear.

Consensus was to clarify the 85% of the abutting roadway and making it consistent with the instructions.

B. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop stated that he had heard nothing; however, he thought that Mr. Holman may have something to report.

HOLMAN Mr. Holman reported that he spoke with the Chairman of the Public Safety Subcommittee, who advised that he had spoken with Mr. O'Rourke of York City, their Business Administrator. He is trying to get a signed contract, as well as the Consultant is looking for a signed contract, so no signed contract is executed to date. It had been approved by the City of York. Mr. Holman had been promised that as soon as the signed contract is available, a copy with the insurances will be provided.

13. NEW BUSINESS

A. Proposed ByLaw Changes for Consideration at the 2011 PSATS Annual Conference.

HOLMAN Mr. Holman indicated that Ms. Landis is the voting member to the PSATS Annual Conference. She should have direction from the board on which way to vote on any bylaw changes. In addition, a dues increase has been requested beyond the 2%.

Consensus of the board was that Ms. Landis should use her judgment with regard to voting matters.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:57 p.m.

Respectfully yours,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
SEWER APPEAL HEARING**

**MARCH 10, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Sewer Appeal Hearing on Thursday, March 10, 2011 at 6:15 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
John Luciani, Civil Engineer
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Sewer Appeal Hearing to order at 6:15 p.m. He noted that the Supervisors are the Hearing Board for sewer appeals as specified by the Code. He asked Solicitor Rausch to establish the rules for the hearing.

RAUSCH Solicitor Rausch stated that this specific appeal falls under the Local Agency Law. Mr. Hengst, Sewage Enforcement Officer, will present his case, and Mr. Robison will present his side, the board will make a ruling, and a decision will be issued. He reported that Mr. Robison had sent an Appeal to the Notice of Violation on January 25, 2011 objecting in that he had received his Notice of Violation on September 27, 2010. A Notice of Appeal was filed on October 18, 2010. The Code of Ordinance states that an Appellant shall be entitled to a hearing before the board at its next regularly scheduled board meeting. The appeal had not been heard by the board, and Mr. Robison believed that he had a deemed decision in his favor. However, Solicitor Rausch had notified him that was not the case.

SCHENCK Chairman Schenck asked why the hearing had not been scheduled.

HOLMAN Mr. Holman responded that Mr. Robinson's letter had been received and he had forwarded it to Mr. Hodgkinson, Director of Wastewater Treatment. It had overlapped with another appeal. Mr. Holman followed up to determine the status and at that time a hearing was scheduled. He noted there were several months in which only one board meeting was held. He reviewed the matter with Mr. Hodgkinson and make some procedural changes so that the same issues do not occur in the future.

RAUSCH Solicitor Rausch noted that the question to be asked was whether Mr. Robison had been harmed; whether there was a penalty. It was determined there had been no harm. He had not been cited for not having a permit to make a repair. The issue was whether he needed to make a repair or replace his septic system.

Solicitor Rausch swore in those who intended to testify.

- HENGST** Sewage Enforcement Officer, Brad Hengst, presented his testimony which included:
- Packet of information including a copy of the Codified Ordinance. He read the portion with regard to any component deemed to be malfunctioning.
 - He also cited DEP Rules and Regulations with regard to compliance issues inspected by the SEO.
 - He presented a copy of his Notice of Violation dated September 27, 2010.
 - His inspection indicated the baffle in his septic tank was deteriorated and Mr. Robison had patched/repared it instead of replacing the tank.
 - Two violations were indicated one of which involved the Sewage Facilities Act because he did a repair to the baffle without a permit.
 - If a septic tank installation was required, it must consist of tanks with multiple compartments.
 - Administrative interpretations of case precedent from DEP regarding a Dover Township septic issue.
- RAUSCH** Solicitor Rausch noted that Mr. Hengst had been the Dover Township SEP.
- ROBISON** Mr. Robison presented his testimony, which included photographs, and the following:
- Pictures were itemized and numbered and made part of the record.
 - The day Mr. Hengst inspected his tank the baffle was not malfunctioning. The baffles were not deteriorating.
 - Testimony noted that he had maintained the baffle on his tank to keep it from deteriorating, which he determined he was allowed to do according to the SEO website.
 - The maintenance done included placing hydraulic cement over the baffle to seal it to ensure the system lasts a long time.
 - He had been required by the state of Pennsylvania to place on it a 20-inch opening access cover.
 - He interpreted state and township ordinances to be limited to fixing the cause of a malfunction. He maintained his system was not malfunctioning and that he simply maintained it.
 - Mr. Robison's tank had passed all previous inspections. He was encouraged to maintain his system due to some difficulties his neighbor had experienced.
- DVORYAK** Mr. Dvoryak asked if there was any industry documentation to support Mr. Robison's application of hydraulic cement as appropriate maintenance.
- ROBISON** Mr. Robison responded that he could find no evidence of that nature.
- DVORYAK** Mr. Dvoryak asked Mr. Hengst if he actually saw deterioration or just evidence that the baffle had been altered.
- HENGST** Mr. Hengst responded that he could only determine that the concrete was fresh.
- LANDIS** Ms. Landis commented that it would be appropriate for Mr. Hengst to take photographs during inspections to document such cases. In addition, she asked Mr. Hengst to explain the process for inspections.

**SPRINGETTSBURY TOWNSHIP
SEWER APPEAL HEARING**

**MARCH 10, 2011
APPROVED**

SCHENCK Chairman Schenck stated that it was time for the regularly-scheduled meeting of the Board. He asked whether Mr. Robison needed an additional hearing to present more evidence. He noted that following the hearing the board had 45 days in which to render a decision.

ROBISON Mr. Robison indicated that he would not prefer an additional hearing and asked the board to render a decision.

RAUSCH Solicitor Rausch stated that additional deliberation by the board could be held during an Executive Session. However, the final decision will be made during a public meeting.

2. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the hearing at 7:20 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MARCH 24, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, March 24, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Mike Bowman
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Nicole Ehrhart, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Regular Meeting to order at 7:10 p.m. He welcomed Attorney Nicole Ehrhart who sat in for Solicitor Rausch for the meeting this date.

A. Opening Ceremony

SCHENCK Chairman Schenck led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there had been no Executive Sessions since the last meeting and none were anticipated for this date.

3. COMMUNICATION FROM CITIZENS

STUHRE Charles Stuhre, 3680 Trout Run Road, stated that another accident had taken place on Mt. Zion Road and Druck Valley Road. He indicated that the potential for tragic situations continually exists and something must be done to find a solution to the dangerous intersection.

HOLMAN Mr. Holman indicated that the township continually follows up with PennDOT. They had made some steps forward in cleaning up extra vegetation in the area and putting in some stop bars. Druck Valley Road is to be redone. He indicated he would contact

Representative Gillespie again to urge some additional follow up. Mr. Holman added that his office keeps records of accidents in that area.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill reported that the project is nearing the end and a lot of action is taking place. He anticipated a big week at the treatment plant the last week of March.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had provided his written report. He noted two updates to his report.

- An optional pre-bid conference for the Kingston Road Storm Pipe Repair project was held. Several contractors indicated interest. He noted that because the project was estimated at under \$25,000 it was not necessary to charge prevailing rates.
- The loop detectors at Haines Road and Eastern Boulevard are under review, and it is expected that there was a break in that area. He will report back to the board with information.

5. CONSENT AGENDA

- A. Acknowledge Receipt of February 28, 2011 Treasurer’s Report
- B. Board of Supervisors Strategic Planning Work Session Minutes – February 10, 2011
- C. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 22 in an amount not to exceed \$137,593.24
- D. Regular Payables as Detailed in the Payable Listing of March 24, 2011

LANDIS Ms. Landis noted that, while she did want any items pulled from the Consent Agenda, she had reviewed the Treasurer’s Report of February 28, 2010 and compared it with the report of February 28, 2011. She noted that the cash balance was nearly \$533,000 less than a year ago. She noted concern that had been expressed during the budget discussions about cutting costs and specifically targeted the creation of minutes of the Strategic Planning sessions.

DVORYAK Mr. Dvoryak indicated he did not recall exactly what was discussed concerning the minutes and asked whether the board had made any decision not to do so.

LANDIS Ms. Landis responded that there had been no decision made. She was making an observation/financial note that she wanted to bring to everyone’s attention.

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH D AS OUTLINED ON THE AGENDA. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

There were none for action.

7. SUBDIVISIONS AND LAND DEVELOPMENT

A. SD-09-03 – Carter – 6/18/11 (Action on waivers only)

BAUGH Mr. Baugh presented SD-09-03, the Carter plan, which consisted of two lots and three single family dwellings. The plan would create an additional lot to allow each dwelling to be located on a separate lot. He provided a PowerPoint overview showing the waivers that the Planning Commission recommended be granted: Preliminary Plans, Sidewalks, Streetlights, Proposed Street System, Sewage Disposal Requirements and the Proposed Street System.

MS. LANDIS MOVED TO APPROVE THE CARTER FINAL SUBDIVISION SD-09-03, WITH THE TOWNSHIP STAFF'S RECOMMENDATION FOR WAIVERS LISTED 1 THROUGH 6 INCLUDING THE CONDITIONAL NOTE. MOTION UNANIMOUSLY CARRIED.

8. COMMUNICATION FROM SUPERVISORS

BOWMAN Mr. Bowman brought forward a Fayfield resident's complaint of a citation for having a trailer in his breezeway. He has no garage and it was underneath a roof. He just purchased his home and was somewhat anxious about getting a citation. Mr. Bowman asked if that was not legal.

BAUGH Mr. Baugh responded that the trailer must be screened from view on the side of the house.

SCHENCK Chairman Schenck noted it was a similar complaint that he mentioned concerning a resident who had a motor home at his residence for many years. During 2007 an ordinance was enacted that such equipment must be screened from view.

BAUGH Mr. Baugh noted that one of the simplest ways is to construct a frame or trellis.

SCHENCK Chairman Schenck noted that the larger question was whether that was what the board wanted.

BAUGH Mr. Baugh noted that a comparison of the Fayfield area from only a year ago and today would see a world of difference. He noted that all of this goes toward property values. A special exception in this matter is where the item has to be fully enclosed.

BOWMAN Mr. Bowman brought forward another question with regard to a resident who parks a tractor-trailer periodically in the area of Market Street and Eastern Boulevard.

HOLMAN Mr. Holman indicated he would pass that along to the police department as it would be a police enforcement issue.

DVORYAK Mr. Dvoryak recommended that the board consider refocusing the Strategic Planning efforts on longer-term sustainability. He noted some contract negotiations that will be coming up and in a few months the 2012 budget planning process will get underway. He wanted to have the board assist the staff to figure out how to continue to sustain the operating budget and not to continue eroding the surplus.

SCHENCK Chairman Schenck agreed with his comments and was open to suggestions as to how to do so.

9. SOLICITOR'S REPORT

EHRHART Attorney Ehrhart stated that Attorney Rausch had provided his written report, and she had nothing additional to add to that report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that the process of changing the phone system to Voice over IP was proceeding with a few glitches. Comcast was working on resolving all the issues. He reported that he had presented a new 2010 budget book to close out 2010. He noted that the township had used \$702,000 in surplus as opposed to the \$7,750,000 that had been anticipated in the previous year's budget, and much of that was due to savings through cost cuts during 2010, as well as having received unexpected revenues.

LANDIS Ms. Landis asked about the timeframe for the potential Miltex refund.

HOLMAN Mr. Holman responded that Miltex had been very cooperative in working out the issues. He did not have exact hearing dates; however, the board had appointed him as Hearing Officer. He will have additional information coming forward in the next report to the board. He was working with the Finance Office as well to identify areas where, should a refund occur, they will be able to address that by reviewing township expenditures to determine if some costs could be reduced.

11. ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2011-13 – Amending Chapter 325 Zoning to Provide for Article XXXIV Energy Conversion Systems
- B. Ordinance No. 2011-04 – Amending Chapter 325 Zoning to Supplement New Article XXXIV Energy Conversion Systems

SCHENCK Chairman Schenck reported that a Public Hearing had been held earlier and it seemed as though most of the issues had been settled. Following is a summary of continued discussion:

- Pond issue is covered and allowed.
- Well drillers drill wells; excavator digs a trench system.
- Rural Residential areas versus Industrial; Minimum side yard setback in RR District is 25 feet.
- Outside furnaces – Must be 15 feet; setbacks must be 100 feet from nearest adjacent building and 75 feet from the property line.
- Pennsylvania set a minimum side yard of 50 feet; however, township wanted more protection with 100 feet than the industry recommended.

MR. BOWMAN MOVED TO APPROVE ORDINANCE NO. 2011-03 AMENDING CHAPTER 325 ZONING TO PROVIDE FOR ARTICLE XXXIV ENERGY CONVERSION SYSTEMS. MOTION UNANIMOUSLY CARRIED.

MR. BOWMAN MOVED TO APPROVE ORDINANCE NO. 2011-04 AMENDING CHAPTER 325 ZONING TO SUPPLEMENT NEW ARTICLE XXXIV ENERGY CONVERSION SYSTEMS.

LANDIS Ms. Landis stated she would not be voting in favor of the motion. She was concerned with the changing landscape in the Rural Residential District. She noted that the item was thoroughly discussed during the Local Government Advisory Committee, and in Lancaster County many individuals in attendance were totally against it.

HULL Ms. Hull mentioned that the York County Planning Commission's only comment was whether or not to place the item in the Zoning Ordinance or make it a stand-alone Ordinance in terms of easing of amendments in the future. She added that there had been some informal comments from staff; however the Rural Residential area was not an area at issue.

MOTION CARRIED 3/1. MESSRS. SCHENCK, BOWMAN AND DVORYAK VOTED IN FAVOR; MS. LANDIS VOTED OPPOSED.

12. OLD BUSINESS

A. Temporary Speed Hump/Speed Table Policy

HOLMAN Mr. Holman reported that he had received a letter from Rabbit Transit with regard to concerns of speed humps on a fixed public transit route. They did not have a problem with regard to the little buses or when they pick up individuals at their homes. A review of their fixed transit routes indicated that 99% of them are on state roads and major arterials where the speed humps would not be permitted. Mr. Holman added that the language from the petition was added into the policy for clarification.

MR. DVORYAK MOVED TO APPROVE THE TEMPORARY SPEED HUMPS/SPEED TABLE POLICY. MS. LANDIS WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. YorkCounts Public Safety Task Force Update

SCHENCK Chairman Schenck noted that Mr. Bishop could not attend the meeting this date due to another commitment. However, he reported that a copy of the contract for the firm providing the study had been received.

HOLMAN Mr. Holman added that the contract was approved by the city, and it is now with the PERP. He is waiting for signature copies as well as the insurance certification, which he will forward to the board.

13. NEW BUSINESS

- A. Authorization to Approve Court Stipulations, Exoneration and Disabled Veterans Exemptions for Request of Tax Refunds –
1. Veterans Exemption – Parcel #46-07-161 in the amount of \$76.22
 2. Court Stipulation – Parcel #46-KJ-77Y in the amount of \$583.33
 3. Veterans Exemption – Parcel #46-000-08-002B in the amount of \$153.06
 4. Exoneration – Parcel #46-JJ-4-T0001 in the amount of \$2.26
 5. Court Stipulation – Parcel #46-JJ-08 in the amount of \$506.37

HOLMAN Mr. Holman noted that the board is requested to authorize the tax collector to refund the funds. He stated that the Veterans exception is automatic; court stipulations had already been approved by the courts; exoneration is a cancellation. They are all standard and the township is required to process it.

MS. LANDIS MOVED TO APPROVE THE COURT STIPULATIONS TO PAY THE FIVE LISTED EXEMPTIONS, STIPULATIONS, ETC. AS OUTLINED ON 13A. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck commented that the deadline for the board's decision on the Sewer/Septic Tank matter is at the next Regular Meeting of the board.

HOLMAN Mr. Holman noted that additional deliberations could be held in an Executive Session.

Consensus was to hold an Executive Session prior to the next meeting for additional deliberation.

HOLMAN Mr. Holman indicated he would advise the property owner that a decision will be made during the meeting.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:15 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
PUBLIC HEARING – ZONING AMENDMENT**

**MARCH 24, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Public Hearing on Thursday, March 24, 2011 at 6:30 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Mike Bowman
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dori Bowders, Manager of Administrative Operations
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Public Hearing to order at 6:30 p.m. and stated that the purpose of the hearing was to take public input on the proposed energy conversion system ordinances. He asked Marian Hull to provide her presentation.

2. NEW BUSINESS

- A. Ordinance No. 2011-03 – Amending Chapter 325 Zoning to Provide for Article XXXIV Energy Conversation Systems.
- B. Ordinance No. 2011-04 – Amending Chapter 325 Zoning to Supplement New Article XXXIV Energy Conversation Systems.

HULL Ms. Hull provided a PowerPoint presentation of the proposed Amendments to the Zoning Ordinance in preparation for future energy conversions. A summary of her presentation follows:

- Why an Energy Ordinance – Current Zoning Ordinance amended in 2007 permitted energy conversion systems as accessory uses in all zoning districts. However, there was no regulatory language.
- Increased interest in alternative energy generation; significant cost savings.
- Municipality must have specific regulations.
- Solar Power – Rooftop mounted/ground mounted/accessory use for industrial uses.
- Large system – more than 20 kilowatts; permitted in Rural Residential District – lots of 40 acres or more; maximum height of turbines at 115 feet; setback in excess of 500 feet from lot line.

- Small scale systems – Accessory use in R7 District; maximum turbine height the lesser of 50 feet or the maximum of the district; lot size needed to be at least 10,000 square feet.
- Wind applications – Requires very tall towers in excess of 100 feet; lot size 40 acres or more; noise issues associated.
- Outdoor Furnaces – State of Pennsylvania requires at a minimum to be set back 50 feet from property line; Springettsbury requires a 75 foot minimum setback; manufacturers recommend at least 100 feet from nearest property. Rural Residential District accessory use; limited to Phase II Hydronic Heaters that meet EPA Clean Air Standards. Chimney height must be two feet above adjacent roof line of homes.
- Geo-Thermal System – Regulating the design and engineering parameters; referring to industry standards and Pennsylvania licensing requirements.
- Energy Conversion Ordinance provides stronger tools for enforcement; regulates process of installation and system management.
- Zoning Ordinance is harder to change than a stand-alone energy ordinance

York County Planning Commission Comments:

- Suggest not including this matter in the Zoning Ordinance as it would be more difficult to make changes later in an evolving technology. Suggest a stand-alone ordinance. However, they would approve the ordinance either way.
- Stronger enforcement within the Zoning Ordinance.

Lancaster County Comments:

- Significant debate on-going with regard to whether or not solar farms are a form of farmland preservation.

3. PUBLIC COMMENT

SCHENCK Chairman Schenck called for comments from the public.

STUHR Charlie Stuhr, 2680 Trout Run Road commented on several items:

- Geo-Thermal – Calls for licensed well driller for the wells. Summary indicates only the well driller can put pipes in the ground. Minor editing change could indicate the word “drilled” rather than “excavated.”
- Other systems viable are a Trench System (drilling would be automatic) and also Pond Systems (closed loop hoses).
- Outdoor Furnaces – Adjacent lots could be vacant now but developed later causing changes in height requirements.

SLATKY Paul Slatky noted he was familiar with a system called “pump and dump” using two wells pumping water.

SCHENCK Chairman Schenck responded that would not be permitted.

LANDIS Ms. Landis questioned the minimum amount of kilowatts that a resident would have to have in order to be worthwhile to sell back to the grid.

HULL Ms. Hull responded that residential users sell back into the grid with a system that is 20 kilowatts or smaller on their roof; there is no minimum.

LANDIS Ms. Landis asked whether it would be as profitable as what people believe.

HULL Ms. Hull responded that people may invest \$20,000 to put a system on their rooftop but will not make that back in the first year. There are risks being taken to push the technology forward. However, people do not have to own the system for it to be an accessory use.

LANDIS Ms. Landis asked for clarification regarding the large solar and wind as a primary use in RR. She noted differing opinions.

HULL Ms. Hull responded that large solar uses are permitted in the draft ordinance as an accessory use in the Industrial District. Ground mounted panels are low enough to comply with all height standards.

LANDIS Ms. Landis asked who would determine a special exception in the RR District. It had been addressed in that if qualifications were met, the special exception would be permitted.

BAUGH Mr. Baugh responded that Special Exceptions go before the Zoning Hearing Board; Conditional Uses go to the Board of Supervisors. In addition, a section in the Zoning Hearing Board outlines general requirements for a Special Exception. Those general requirements must be met and a Special Exception is neither “special” nor “exception.” If it meets the criteria it is granted and is a use by right.

4. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:10 p.m. in order to proceed to the scheduled Board of Supervisors meeting.

Respectfully submitted,

John Holman

Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING**

**MARCH 24, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning session on Thursday, March 24, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Strategic Planning session to order at 6 p.m. The purpose of the meeting was a review of the road widening projects planned for in Springettsbury Township. He reported that Supervisor Landis would not be able to attend the 6 p.m. meeting.

LUCIANI Mr. Luciani stated that Mr. Holman asked him to put together a brief presentation on the traffic improvements in the vicinity of Mt. Rose Avenue. He had been working with PennDOT and York and Windsor Townships. The focus is to improve traffic in this region. He presented a PowerPoint overview of the proposed improvements. The presentation included:

- Project Location – Mt. Rose Avenue; Chambers Road; Haines Road
- Project Location Map
- Existing Information
- Zoning Map
- I-83 Exit 18
- Proposed PennDOT Improvements/Mt. Rose Avenue – Roadway Widening, Relocation of Sidewalk, Utility Relocation – Township pays for installation of sidewalks that do not currently exist; PennDOT pays for right-of-way
- Engineering maps of the area
- Eagles Nest Property – Net reduction of parking spaces; tight circulation

HOLMAN Mr. Holman reported the proposed timing of the project: 2011 to Hartford; 2012 let the project in October from Hartford to Chambers; 2014 Longstown

Intersection; 2014 Exit 18 for 83. He noted Mr. Luciani's presentation will be posted on the website for further review.

2. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:27 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**APRIL 14, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, April 14, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Nicole Ehrhart, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Betty Speicher, Director of Human Resources
Robert McCoy, Chief, YAUFRR
David Trott, Springettsbury Police Department
Jean Abreght, Stenographer

1. CALL TO ORDER:

SCHENCK Chairman Schenck called the meeting to order at 7:05 p.m.

A. Opening Ceremony

SCHENCK Chairman Schenck led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session was held at 6:30 p.m. this date to discuss legalities surrounding a Septic System Violation Appeal.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer - Buchart-Horn

CRABILL Mr. Crabill stated that he had submitted a written report. He reported that Kinsley was the apparent low bidder for the Marlow Drive replacement project.

SCHENCK Chairman Schenck questioned the activity upstate with the drilling for the Marcellus Shale. He had been advised that the waste haulers had experienced some problems with where to take the truck waste. He asked whether there was

anything that Springettsbury should solicit or not. He understood that for those who are accepting the waste, there is a premium price associated with it.

CRABILL Mr. Crabill responded that it would be a matter to investigate very thoroughly. He added that he did not believe that Springettsbury had been contacted about it.

HOLMAN Mr. Holman commented that the township had not been contacted.

SCHENCK Chairman Schenck stated that he was not encouraging any action.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani indicated that he had provided a written report. He had updated the board on the Kingston Road stormwater project:

- Low bidder exceeded engineering estimate.
- Concern for need to pump to keep existing pipe dry.
- In-house pumping investigated; deduct to be included.
- Project will be re-bid using prevailing rate. No changes will be made to the specifications. Project will be opened up to 60 days.

5. CONSENT AGENDA

- A. Regular Payables as Detailed in the Payable Listing of April 14, 2011.
- B. LD-07-06 – Time Extension – Triplet Springs – Plan Expires 4/26/11 (New Plan Date 7/26/11)

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH B. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Advertise for Receipt of Sealed Bids – 2010 Road Materials

MR. DVORYAK MOVED TO AUTHORIZE ADVERTISING FOR RECEIPT OF SEALED BIDS FOR THE 2010 ROAD MATERIALS. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Reject Bids received on March 30, 2011 for Kingston Road Storm Water Project.

MR. DVORYAK MOVED TO AUTHORIZE REJECTING THE BIDS RECEIVED ON MARCH 30, 2011 FOR KINGSTON ROAD STORMWATER PROJECT. MOTION UNANIMOUSLY CARRIED.

- C. Authorization to Advertise for Bids Kingston Road Storm Water Project

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO ADVERTISE FOR BIDS KINGSTON ROAD STORM WATER PROJECT. MOTION UNANIMOUSLY CARRIED.

- D. Authorization to Award Contract for Marlow Drive Sanitary Sewer Project to Kinsley Construction, Inc. in an amount not to exceed \$194,000.

MR. BOWMAN MOVED FOR AUTHORIZATION TO AWARD CONTRACT FOR MARLOW DRIVE SANITARY SEWER PROJECTS TO KINSLEY CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$194,000. MOTION UNANIMOUSLY CARRIED.

- E. Authorization to Enter into Cooperative Services Agreement for Boundary and Annexation Survey as part of the census.

MR. BOWMAN MOVED FOR AUTHORIZATION TO ENTER INTO COOPERATIVE SERVICES AGREEMENT FOR BOUNDARY AND ANNEXACTRION SURVEY AS PART OF THE CENSUS. MOTION UNANIMOUSLY CARRIED.

- F. Authorization to enter into Sanitary Sewer Utility Easement Agreement with County of York for tax map parcel 46-000-KJ-0078-0000000.

MR. DVORYAK MOVED TO AUTHORIZE ENTERING INTO THE SANITARY SEWER UTILITY EASEMENT WITH THE COUNTY OF YORK. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis questioned whether all the performance reviews for non-union and directors.

HOLMAN Mr. Holman responded that the directors were not yet completed; however the non-union were done. He expected to have the remaining reviews completed by April 30, 2011.

BOWMAN Mr. Bowman reported a compliment from an Old East York resident who noticed the street sweeper driver took the time to stop and put a few trash cans up on the sidewalk before he continued sweeping the street. The resident was impressed that he took the time to do that.

BISHOP Mr. Bishop reported that the Springettsbury Business Association toured the sewage treatment plant before its April meeting. Mr. Crabill and Mr. Hodgkinson made a very excellent presentation.

HOLMAN Mr. Holman added that it is anticipated to hold an open house in June assuming everything stays on schedule.

9. SOLICITOR'S REPORT

EHRHART Attorney Ehrhart reported in Solicitor Rausch's absence. She had nothing further to add to Attorney Rausch's report that he submitted.

10. MANAGER'S REPORT

HOLMAN Mr. Holman had submitted his monthly report. However, he had one additional item for discussion concerning a proposed agreement with York County to provide 911 radio service to Public Works and Wastewater. The proposed agreement had been presented to all municipalities. He noted the annual cost for the County's services could be up to \$7,000 a year at \$100 per radio; radios could cost up to \$70,000. He had discussed the matter with Mr. Lauer and Mr. Hodgkinson and they are reviewing all the options. He noted that the township's license expires on January 1, 2013 and will cause a switch from narrow to wide band technology. He did not recommend approving the agreement at this time.

11. Ordinances and Resolutions,

There were none for action.

12. OLD BUSINESS

A. Septic System Violation Notice Appeal

MR. BISHOP MOVED WITH RESPECT TO THE SEPTEMBER 27, 2011 NOTICE OF VIOLATION ON THE 2760 PLEASANT VALLEY ROAD DETERMINATION BY THE SEWAGE ENFORCEMENT OFFICER, TO MAKE A DETERMINATION TO OVER RULE THE SEO. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck indicated that a formal statement in writing would be issued within the next nine days.

EHRHART Solicitor Ehrhart stated that their office would handle the notification by Certified mail.

B. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop reported that Mr. Holman could provide a more detailed report.

HOLMAN Mr. Holman reported that he had received a copy of the contract. He noted that PERF will schedule appointments to interview board members and local public

officials. He had not received any dates. In addition, a survey will be sent to the Police Chief but had not yet been received.

13. NEW BUSINESS

- A. Acknowledge Receipt of Resignation from Parks and Recreation Board.

MR.BOWMAN MOVED TO ACKNOWLEDGE RECEIPT OF RESIGNATION FROM PARKS AND RECREATION BOARD FROM KEVIN YOCHEFF. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Approve Tax Refund request for the parcels and amounts listed in the Township Finance Officer's Memorandum to the Township Manager dated April 14, 2011.

MR. DVORYAK MOVED TO AUTHORIZE APPROVING THE TAX REFUND REQUEST FOR THE PARCELS AND AMOUNTS LISTED IN THE TOWNSHIP FINANCE OFFICE MEMO TO THE TOWNSHIP MANAGER DATED APRIL 14, 2011. MOTION UNANIMOUSLY CARRIED.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

John Holman
Secretary

ja

The Board of Supervisors of Springettsbury Township held a Strategic Planning Meeting on Thursday, April 14, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman
Julie Landis (6:10 p.m.)

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jim Baugh, Community Development Director
Angela Liddick, Community Development Coordinator
John Luciani, Civil Engineer
Jean Abreght, Stenographer

Call to Order

SCHENCK Chairman Schenck called the meeting to order at 6 p.m. He noted that Mr. Holman had provided an agenda for this date including Road Improvements, Community Development, a Budget Update and Resident Communications.

1. Road Improvements – Interstate 83 Exit 18 Improvements Project

HOLMAN Mr. Holman reported that he and Mr. Luciani had attended a meeting of the 12/4/24 Corridor Improvement Committee. They had been updated on the Exit 18 improvements. Mr. Holman had provided a hand out to the board members for their review. He asked Mr. Luciani to provide an update.

LUCIANI Mr. Luciani provided the following summary.

- Project timing has advanced; environmental clearance summer 2011; final design fall 2011 and completed by 2014; right-of-way acquisition in process; out to bid winter 2014; construction begins 2015.

HOLMAN Mr. Holman added that the project is very close to what the board had previously approved. He noted they had inquired about the Haines Acres Shopping Center and having the timing of traffic lights synchronized. Also under consideration is information concerning future plans for Spring Garden municipal buildings in that area.

BOWMAN Mr. Bowman asked about the timing of the project.

LUCIANI Mr. Luciani responded that the project will take at least two years.

2. Community Development – Comprehensive Plan/Development Update

- LIDDICK** Ms. Liddick provided a Strategic Planning update. She presented a PowerPoint overview of the progress made within Community Development. A summary of her presentation follows:
- Housing – Goal - Providing high-quality housing opportunities for current and future residents have been completed.
 - Economic Development – Goal to enhance economic strength includes York Town Center, Marriott Hotels, Holiday Inn Express, Rite Aid, and Komax all of which brought job creation.
 - Community Character – Goal – Provide a cohesive and attractively built environment through amenity development, etc. – Zoning has been amended to modify and encourage mixed use and multi-family residential development. Parks Master Plan ongoing; amenity development and reinvestment in underused property.
 - Transportation - Goal – Provide for local and regional circulation; included Concord Road Extension, Davies Drive Rail Crossing.
 - Natural Resources – Goal - Preserve and protect open space – Included stormwater management; Ms-4 Plan ; increase lot size from one to two acres through designated zoning districts.
 - Recreation and Open Space – Goal – Plan and provide recreational facilities for all residents – Development of a Parks Master Plan; purchase Walters Farm for open space/park land; adopt bench and tree dedication policy.
 - Community Facilities – Goal – Maintain and enhance cost-effective community services; coordinate with school districts.
 - Summary – Comprehensive Plan, Zoning Ordinance and SALDO assist to accomplish goals. Economic Development is encouraged; enhancement of quality of life in township; Zoning Hearing Board cases have been reduced.

3. Budget Update

HOLMAN Mr. Holman prepared and presented a First Quarter Budget Review. He reviewed the report showing comparisons from first quarter 2010 to first quarter 2011. He explained the greater variances as well as specific revenues, taxes both delinquencies and increases. He reviewed revenues from first quarter, impacts of the economy, real estate impacts, etc. Expenditures review included MIS, police department, public works and insurance. Sewer report revenue comparison and explanations were documented; capital improvement fund reviewed along with debt service. He indicated the review showed a good strong report. Mr. Holman stated that he will be providing this report on a quarterly basis.

SCHENCK Chairman Schenck commented that the five-year comparison by quarter will be very helpful. He noted that this was the first time he had seen a report of this nature and it was very good.

HOLMAN Mr. Holman agreed and he thanked the staff for their effort in putting the report together.

4. Communications

HOLMAN Mr. Holman prepared a Communication with Springettsbury Residents report. He documented the various ways in which communications are generated, which included quarterly newsletters, website, press releases, newspaper articles, announcements and ads, events, event programs, additional marketing materials, partnerships, special mailings and personal contact.

Adjournment

SCHENCK Chairman Schenck adjourned the Strategic Planning session at 6:38 p.m. in order to move into an Executive Session to discuss septic tanks.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**APRIL 28, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular meeting on Thursday, April 28, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Betty Speicher, Director of Human Resources
Robert McCoy, Chief, YAUFR
Lt. David Trott, Police Department
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7:02 p.m. He welcomed the attendees and noted that the board had held a Strategic Planning meeting earlier this date at 6 p.m. He expressed the community's thoughts and concern for the people involved in the tragedy in the south.

SCHENCK Chairman Schenck led the Pledge of Allegiance.

1. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. April 14, 2011 – 6:30 p.m.
1) Hearing Deliberations: Septic Violation Appeal

SCHENCK Chairman Schenck announced that an Executive Session had been held prior to the April 14th meeting for deliberation on issues surrounding the septic tank violation appeal. No additional Executive Sessions were planned at this time.

2. COMMUNICATION FROM CITIZENS

There were no citizen comments.

3. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill stated that he had provided a monthly report. The only update he reported was that the remaining media was installed in the Waste Water Treatment Plan. The paving is completed but not painted.

SCHENCK Chairman Schenck stated that a resident inquired about the storage pile of excavated soil. He asked Mr. Crabill what the plan was for that soil.

CRABILL Mr. Crabill responded that Mr. Hodgkinson planned to make an earthen berm between the road and the fence.

SCHENCK Chairman Schenck asked whether it would be done in-house or whether it was part of the project.

HOLMAN Mr. Holman responded that the work will be done in-house as soon as the other portion of the project is completed.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had provided a written report. He reported three updates:

- Harley-Davidson – Traffic signal modification; closed loop system from Kenneth to North Hills Road. Harley is straightening out some drainage issues but will have to rip up all the loop detectors. Harley had verbally agreed to put video at Eden and 30 which will improve safety and reduce long-term cost to the township for damaged loop detectors. Video cameras do a better job of sensing motorcycles.
- Kingston Road – Project is out for bid. Project needs dry weather.
- Orchard Hills – Development constructed from 2004 to present; ready to turn roads over to the township. Inlet damage to be repaired. Adoption will include sanitary sewer and pocket park as well.

LANDIS Ms. Landis asked about the Patients First project with regard to where street trees are to be placed.

LUCIANI Mr. Luciani responded that they will be placed in a four-foot grass strip. He noted that this would not set a precedent, but there simply was not enough room for the ideal eight-foot grass strip to be more pedestrian friendly. Town Center now requires the eight feet. Additionally, Mr. Luciani noted that the developer is

investigating the traffic movement from the east with the Citizens Bank in the anticipation of using their parking lot as a cut through.

4. CONSENT AGENDA

- A. Acknowledge Receipt of March 31, 2011 Treasurer's Report
- B. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – February 15, 2011.
- C. Board of Supervisors Strategic Planning Work Session Minutes – March 10, 2011.
- D. Board of Supervisors Regular Meeting Minutes – March 10, 2011.
- E. Sewer Appeal Hearing Minutes – March 10, 2011.
- F. Regular Payables as Detailed in the Payable Listing of April 28, 2011.
- G. LD-08-121 – Time Extension – Yale Electric – Plan Expires 5/25/11 (New Plan Date 8/25/11).

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH G. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

5. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

There were none for action.

6. SUBDIVISIONS AND LAND DEVELOPMENT

- A. LD-09-03 – Rail Trail – Plan Expires 6/30/11 (Action

BAUGH Mr. Baugh presented the Rail Trail project, which was documented in an April 28, 2011 memorandum. A 2-1/2 mile pedestrian trail was proposed to be constructed for the York County Rail Trail, as an extension of the Heritage Rail Trail just south of US 30. Mr. Baugh provided a PowerPoint overview of the site area. He documented the waiver items and conditions, which the Planning Commission recommended for approval, and a special exception and variance granted by the Zoning Hearing Board.

MR. BOWMAN MOVED WITH REFERENCE TO LAND DEVELOPMENT PLAN, LD-09-03, RAIL TRAIL, TO TRANT THE PLAN WITH THE 12 WAIVERS AS LISTED ON OUR MEMO DATED APRIL 28, AND WITH THE TWO CONDITIONS AS LISTED ON OUR MEMO. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.

7. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis provided an update following her attendance at the Annual PSATS Convention. She noted that the amendment to the bylaws for a dues increase was

overwhelmingly denied. In addition, PSATS sought legislation to amend the Pennsylvania prevailing wage from \$25,000 set in 1961 to \$200,000.

8. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch reported that he and Mr. Holman participated in a conference call with Miltex representatives. An informal mediation meeting will be held to discuss the tax refund issues. They will report the results back to the board. Solicitor Rausch reported that word was received from Todd McNew of the Conservation Fund that the grant contract had been signed by all parties involved in the Walter's property effort. The funding of \$1,660,000 is in place, and the township will be the ultimate assignee of the contract and taking ownership of the property immediately after the Conservation Fund takes title. A formal lease will be drawn up with the farmer. The Conservation Fund wanted to be sure to acknowledge Mr. Schenck for his efforts in contacting the Central School District school board to have them waive the Clean and Green rollback taxes, which resulted in \$30,000 to \$40,000 savings.

HOLMAN Mr. Holman added that the township will have to do a roll back of the Clean and Green as well.

RAUSCH Solicitor Rausch responded that a resolution will be prepared for a future meeting to formally waive the township's portion of the roll back taxes, and the county will do the same.

SCHENCK Chairman Schenck stated that publicly he wanted to be sure the board was aware of his desire to make sure all of the parties involved are thanked. The county committed \$160,000 and there were others, including Central School District, which committed funds as well.

HOLMAN Mr. Holman indicated that an event at the Hunters Crossing Park is being planned to announce this when all of the documents are signed as a way to thank everyone for their efforts. He mentioned Todd McNew, who had worked tirelessly on the project. Mr. Holman requested that the township's Historic Preservation Committee prepare a policy to handle requests for archeological digs. Dr. Luther Sowers is heading the effort.

9. MANAGER'S REPORT

SCHENCK Chairman Schenck reported that an email had come from Mr. Holman concerning an email referencing a complaint that Ms. Landis got regarding campaign signs at the fire company. The fire company board convened an emergency meeting this date, discussed the issue, and with, some legal counsel, came to the

conclusion that they are absolutely within their right to have political campaign signs on their property and reminded the group that this is a policy they have had in place for many years. It's nothing new, but to make sure there's no confusion out there, it was agreed by motion to adopt a policy that no political campaign signs can be used on the fire company property. Chairman Schenck indicated that, not only will his signs be removed that were put there by the volunteer fire company, but also so will the other candidate signs that were put there without permission. So, the site will be cleaned up, and it will be a done issue.

LANDIS Ms. Landis questioned concerning 501(c)3 organizations and whether they were permitted to engage in any political campaign activities or risk losing their non-profit status, IRS issues, etc.

HOLMAN Mr. Holman responded that he had discussed the matter with Mr. Eckert of the fire company, who advised that they are not a 501(c)3 company. They are a volunteer fire company and they do not have a 501(c)3 status.

SCHENCK Chairman Schenck indicated that the 501(c)3 that is engaging in political activities should probably be made aware of that, however it is to be communicated.

10. ORDINANCES AND RESOLUTIONS

A. Resolution No. 11-31 – PennDOT Cost Sharing Request – North Sherman Street

MR. BISHOP MOVED TO ADOPT RESOLUTION 11-31, PENNDOT COST SHARING FOR NORTH SHERMAN STREET. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

11. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update.

BISHOP Mr. Bishop reported that the consultant had begun operations and began talking to townships. Mr. Bishop noted that he had interviewed him as well as Mr. Holman.

HOLMAN Mr. Holman responded that he was correct. He had asked for a schedule for their additional interviews inasmuch as he thought they should interview all the governing body members. He asked Lt. Trott if the consultant had contacted Chief Eshbach.

TROTT Lt. Trott responded that he was not sure if they had.

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**APRIL 28, 2011
APPROVED**

HOLMAN Mr. Holman stated that the survey had been received, and they are working on completing the financials.

12. NEW BUSINESS

A. Authorization to Approve Insurance Claim Release

MR. BISHOP MOVED TO AUTHORIZE THE CHAIRMAN TO SIGN THE PROPERTY DAMAGE RELEASE. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:45 p.m.

Respectfully submitted,

John Holman

Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING MEETING**

**APRIL 28, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Meeting on Thursday, April 28, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak, Vice Chairman
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jim Baugh, Community Development Director
Bob McCoy, Chief, YAUFRR
Jean Abreght, Stenographer

CALL TO ORDER:

SCHENCK Chairman Schenck called the Strategic Planning Session to order at 6 p.m. He noted that it was an advertised work session and was open to public comment. He stated that Chief McCoy was present to provide an overview of the fire and rescue operations.

1. York Area United Fire and Rescue Operations:

a. Status and Review

MCCOY Chief McCoy provided an update on YAUFRR. He reported that YAUFRR is in the fourth year of operations, this being the first year under the York Area United contract, in effect until 2013.

- Training - Crews have been strengthened with moving personnel into other municipalities to become more familiar. The Battalion Chiefs spend each day in the field with the crews training and drilling and handling operations. Plans were put into place within the National Accreditation Program for Firefighters for Firefighters to be trained to Firefighter II level; Officers trained to Fire Officer I or II; Chief Officers to Fire Officer III or IV. The Chief Officers are at the highest National Certification level. Seven employees have enrolled into an Associate's Degree program for Fire Science for future succession planning.

- The PRIDE Program (Proactive Residential Information Distribution Effort) began during 2010 and at least 40% of both Spring Garden and Springettsbury Townships had been contacted to insure every home has at least one working smoke alarm. Grant funding of \$96,000 provided for the purchase of over 4,000 smoke alarms and 10-year lithium batteries.

b. Apparatus

- The purchase of two new pumpers has provided outstanding service. In addition, one reserve ladder truck serves as ladder and pumper. The 2002 ladder truck has a unique suspension system that required continual readjustment maintenance to the bladder system. He will address those areas during the budget period.

c. Buildings

- Buchart-Horn had provided a review of the Springetts building to address projected monetary issues with bringing the building into ADA accessibility and code compliance. The study was done through the volunteers. The area behind Hoss' Restaurant between Market and Eastern Boulevard is being considered for the Springetts Company. Joint venture proposal will be made to York College for a dorm/firehouse facility. Commonwealth is the newer of the four stations and has roof repairs underway. Spring Garden is reviewing areas for a proposed municipal complex, which would include a two-bay extension for Victory. All of the building planning would increase the response time and provide for greater coverage.

d. Improvements

- Insurances – An ISO review was completed in 1999 and the rating was a 4/9 which related to non-hydrant areas. Spring Garden was a 5. A new review will be done and YAUFR will have one rating for both Spring Garden and Springettsbury combined. It involves water pressure, communications, facilities, 911, volunteer participation, staffing levels, training and testing of equipment. The hope is to at least maintain the 4/9 but better it to a 3. That would mean an improvement in rating for the homeowners with reduced insurance rates. One point could mean up to a 5% difference.
- Fleet reduction – Purchase of two new pumpers has resulted in major reduction in the maintenance costs.
- Morale is up especially for the younger firefighters getting out and drilling daily.
- Contract signed in April, 2010; fair contract for both sides.
- First quarter, 2011 resulted in reduction of 1,483 overtime hours with same staffing level.

- Purchase of Cargo Hauler enables department to take equipment into the community for training purposes. Visits made to community events, schools, career fairs/job fairs; Fire Prevention Week activities.

e. Prospective on Future Shared Services

DVORYAK Mr. Dvoryak questioned whether surrounding municipalities cut staffing and/or close stations would have the potential to drive up YAUFRR costs when called upon to assist them.

MCCOY Chief McCoy responded that currently YAUFRR provides automatic and mutual aid with surrounding municipalities. It should not change costs as far as needing to increase, but it could increase fuel usage to various areas.

- York City - If York City were to cut stations, it could impact YAUFRR; however, it would be a matter for discussion.
- Manchester Township – Management Services Contract working well.
- YAUFRR letters sent to surrounding municipalities offering information and service options. Responses received from one municipality and one volunteer company.
- Funding model needs development; based on call volume – not applicable for smaller boroughs.

2. Ambulance/EMS Service

a. Current Status and Review

MCCOY Chief McCoy stated that, as Chief of YAUFRR, he is also Chief of Springettsbury EMS. In addition, he is Operational Authority of Grantley EMS.

- Springettsbury EMS is an eight-employee rotation; four groups of two.
- Crew runs out of Station 89-1 and is one of the busiest BLS units in the county.
- Call volume averages from 3,000 to 3,200 calls a year and 92% of those calls are in Springettsbury Township.
- Future planning may include having volunteer EMT's available for second-due calls. Grantley has been successful with the nursing curriculum at York College.

b. Apparatus

MCCOY Chief McCoy reported that two ambulances run the calls and the units are rotated to keep up repairs. The ambulances were purchased by the ambulance club, and they may have enough money to purchase one more unit. Because they no longer have any type of revenue, future ambulance purchases will be the responsibility of the townships. Chief McCoy had documented that in the last two capital plans.

c. Buildings

MCCOY Chief McCoy reported that the ambulances share station 89-1. With the potential for a new facility, they would have a home in that new facility, shared with the firefighters.

d. Medical Direction

MCCOY Chief McCoy noted an issue that had surfaced in Pennsylvania with regard to medical direction. EMT-B or Paramedics operate under the medical license of a physician. Springettsbury operates under a medical doctor from York Hospital for the AED's that are carried. A law has changed at the federal level that by 2012 or 2013 there will be a required payment for medical direction with a physician who oversees the EMT's. He noted that in Manchester Township a resident physician, Dr. Bledsoe, provides that service. He had received a proposal from Memorial and York Hospital to provide an Advanced Life Support Paramedic to the ambulances. The hospital would guarantee a Paramedic 24 hours a day, the drug box, the monitor, etc. to the ambulance unit. There is no capital outlay, but they charge \$23.00 an hour for the Paramedic service, which is provided 365 days of coverage. That provides for an upgraded BLS/ALS capable unit. The billing changes from \$550 fee for the BLS transport to \$1,100 to \$1,300/transport which includes the narcotics. There would be three providers in the ambulance, and if someone calls out sick, two people still remain which would reduce overtime with an upgraded service.

e. ALS Option

HOLMAN Mr. Holman noted that one of the reasons Chief McCoy had been reviewing the ALS potential long term has been due to the fact that generally the Paramedics respond out of Memorial Hospital. Because of that individuals receive an additional \$500 bill over and above the ambulance billing. The homeowner receives the Springettsbury bill and insurance pays; however, they won't pay the ALS bill which means the homeowner is responsible for it. With the ALS option there would be a joint billing program and the money would come to the township.

MCCOY Chief McCoy reported that Grantley had entered into the ALS provision. He had received a six-month report showing good success and they are very happy with it.

HOLMAN Mr. Holman asked how it would work with Medicare and other billing agencies through insurance.

MCCOY Chief McCoy responded that it is billed at an ALS rate which is acceptable through Medicare based on ALS intervention.

BISHOP Mr. Bishop asked how the quality of service is gauged if other ambulance services respond.

MCCOY Chief McCoy responded that all information comes through YAUFRR and the response times and services are closely monitored.

f. Integration

MCCOY Chief McCoy proposed that in the future he would like to see the integration of Grantley EMS and Springetts EMS into YAUFRR. In that way YAUFRR would have the oversight and control of all emergency services in the area. He believes the revenue would still benefit the townships and help share costs similarly as with the fire service.

SCHENCK Chairman Schenck commented that Chief McCoy had been asked to study that integration option as a work item.

MCCOY Chief McCoy responded that he was correct and that it would be a transitional process that would be up to the township here and the volunteer company in Grantley. He added that in Manchester it had already been addressed. The firefighters ride the ambulances as part of the fire service. Should Manchester join YAUFRR their EMS joins as well. Revenue issues would have to be reviewed.

BISHOP Mr. Bishop asked what major barriers Chief McCoy would anticipate in the realization of his vision for Springetts EMS and Grantley into YAUFRR.

MCCOY Chief McCoy responded that there is no barrier with the union as they share the same union with the same business manager. YAUFRR currently has the opportunity to absorb Springetts EMS. There would be a transitional period, but the EMT's are cross-trained to be used on a fire run if necessary. The individuals would be included under YAUFRR but assigned to that EMS. He noted there would just be a change of patch.

DVORYAK Mr. Dvoryak asked whether he had given any thought to outsourcing EMS services.

MCCOY Chief McCoy responded that he was not thoroughly familiar with White Rose procedures and services. As Chief, if he receives a citizen complaint due to EMS service delivery, it is difficult for him to address because he doesn't have the control of White Rose employees or the unit.

DVORYAK Mr. Dvoryak questioned whether the private companies that provide the service are significantly different than our units.

MCCOY Chief McCoy responded that White Rose is in business for profit, and they're doing well. Springetts' ambulance is subsidized, but White Rose could provide the service.

ALS Option (continued)

HOLMAN Mr. Holman asked the board whether there was an interest in exploring the ALS Option further with the possibility of integration with the medical direction. If so, he would prepare a detailed presentation for the board's information. The medical direction will be required by 2013.

DVORYAK Mr. Dvoryak responded that, from his perspective in looking forward to providing the services, any option is worth review including outsourcing. Until the options are discredited as not viable, they remain an option. Anything long term that can provide better service and perhaps a better price is worth a review.

BISHOP Mr. Bishop asked Mr. Holman whether his thinking about ALS would be revenue neutral.

HOLMAN Mr. Holman responded that he thought revenue would increase. Chief McCoy had shared the information from Grantley and at the worst it is revenue and expenditure neutral. He added that one thing it resolves is a long-standing problem with Memorial dealing with the question of the Paramedic and the extra \$500 bill because insurance and Medicare won't pay. By YAUFRR providing it, then the insurance and/or Medicare will pick it up and that would be a benefit to the residents. As more information comes forward, the board can make a determination as to whether it is a viable solution.

LANDIS Ms. Landis asked Chief McCoy about the collection ratio for the additional ambulance coverage at Grantley.

MCCOY Chief McCoy responded that Grantley had doubled their billing by putting in the second ambulance. They had moved to another area which provided more coverage and placed them closer to Springettsbury, White Rose and Manchester which resulted in adding to their call volume.

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING MEETING**

**APRIL 28, 2011
APPROVED**

ADJOURNMENT:

SCHENCK Chairman Schenck adjourned the meeting at 7 p.m.

Respectfully submitted,

John Holman
Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MAY 12, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, May 12, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak
Don Bishop
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Betty Speicher, Director of Human Resources
Robert McCoy, Chief, YAUFRR
David Trott, Springettsbury Police Department
Jean Abreght, Stenographer

1. CALL TO ORDER:

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. He noted that a meeting of the Police and Fire Pension Boards was held immediately prior to this Regular meeting at 6:30 p.m.

A. Opening Ceremony

SCHENCK Chairman Schenck led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there had been no Executive Sessions since the last meeting and none were scheduled for this date.

3. COMMUNICATION FROM CITIZENS

SCHENCK Chairman Schenck opened the floor for citizen comments and requested each person state their name and address for the record.

PASCH Tim Pasch, Pasch Enterprises, 2645 Carnegie Road, brought some concerns to the board's attention in a lengthy discussion, which is summarized:

- Engineering fees – Township fees are higher than other townships; review and inspection fees; triple
- Market Street Commons Project; Commons Drive redesigned; just needs sewer, water, curbs, streets.
- Springettsbury Fire Company – Interested in Commons Drive lot; unable to move forward with sale due to engineering fees.

- Suggested in-house township engineer to save money.
- Municipal Planning Code allows developer to disagree with billing; to use that provision and facilitate the sale to the fire company, township would have to pay half the fees and half of the engineering costs.

SCHENCK Chairman Schenck asked Mr. Pasch whether he was suggesting that the fire company split the fees that related to the provision in the Code.

PASCH Mr. Pasch responded that he simply wanted to move forward and sell the lot.

LANDIS Ms. Landis asked for further clarification of his dialogue with the fire company, the township and fire company board members.

PASCH Mr. Pasch responded that he had discussed the issues with Messrs. Eckert, Holman, Schenck with no solution.

LANDIS Ms. Landis indicated that she was under the impression that the sale was moving forward; that the board was waiting for some figures. She was unaware that there was an issue with engineering costs.

PASCH Mr. Pasch responded that he had been trying to resolve the issues but the bond amount was the main problem. He indicated that he did not intend to post an exorbitant bond amount and pay the engineering fees. He would have no control over the costs.

RAUSCH Solicitor Rausch clarified the MPC in terms of issues of bonding and engineering fees relating to review of a plan. The engineer delivers the estimated costs of improvements to the township. The township engineer reviews that and agrees or disagrees and sets an amount. If there is a disagreement, the developer goes to a third engineer and invokes the right to disagree on the bonding amount. The same procedure is used for review fees. If a developer disagrees with an invoice from the township engineer, the developer places an objection on the record within 45 days of receipt of the invoice. The development is not held up because the developer disagrees with the review fees or any other invoice. A third engineer is then hired; mediation and arbitration takes place. If the developer is right, the funds are refunded.

PASCH Mr. Pasch indicated he previously had complained about the engineering and inspection fees. Funds were taken out of his escrow and the Market Street Commons job was put on hold.

RAUSCH Solicitor Rausch responded that he had reserved the right to challenge those fees.

PASCH Mr. Pasch stated that he just wanted to sell the lot and could not afford the fees.

GAROFALO Mario Garofalo, 3385 Oakham Drive, spoke of hearing about an incident between supervisors that had occurred on April 28, 2011 following the Regular meeting. He indicated it related to campaign signs and York County Food Bank.

FLORES Leslie Flores, 88 Mt. Zion Road, spoke of the same incident and related it to the bullying of adults. She suggested that the board meetings be televised.

COREANO Tiana Coreano, 88 Mt. Zion Road, also spoke of the incident and related it to reckless conduct between supervisors.

OLSON Glenn Olson, Christmas Tree Manager, York County Food Bank, spoke of his difficulty obtaining permission to sell Christmas trees in Springettsbury Township. He noted the issue of permitting signs in the township. He asked what was more important, feeding the needy in York County or seeing campaign signs.

SCHENCK Chairman Schenck responded that an ordinance that had permitted the York County Food Bank for many years was challenged. The township lost its appeal in the courts and had been attempting to find a solution for it since then. He indicated that during a meeting in 2009, the board had invited Mr. Olson to come in, sit down to see if there was a way to figure out how to find a solution for the Food Bank, but Mr. Olson never came back. Chairman Schenck asked Mr. Olson if he was representing the Food Bank or himself, since he was carrying a Food Bank sign.

OLSON Mr. Olson responded that he was representing himself.

SCHENCK Chairman Schenck asked in what township he was a voter.

OLSON Mr. Olson responded he voted in Lower Windsor Township. He asked whether the offer to sit down with the township would be retroactive for the coming Christmas season.

SCHENCK Chairman Schenck responded that the offer still stood.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill had submitted a monthly report and presented the board with photographs showing new paving, grading work and new control console. The board had no questions.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had submitted a monthly report. He updated the board on the following:

- Harley-Davidson project road closure schedule – Attempting to minimize timing; resolution and detour plan to follow.
- Kingston Road Stormwater project – Bids due week of May 16th; expect two contractors to bid.
- Mill Street-Yorkshire Elementary Parking Restriction – Received TRG study of parking in the area; expect an ordinance up for advertisement.

BOWMAN Mr. Bowman questioned whether Harley-Davidson or PennDOT did the pedestrian work at the intersection.

LUCIANI Mr. Luciani responded that the state upgraded curb cuts to be ADA compliant as part of a significant construction project overlaying Route 30.

5. CONSENT AGENDA

- A. Acknowledge Receipt of York Area United Fire and Rescue commission Meeting Minutes – March 15, 2011
- B. Board of Supervisors Regular Meeting Minutes – March 24, 2011.
- C. Board of Supervisors Strategic Planning Work Session Minutes – March 24, 2011.
- D. Public Hearing Minutes – Zoning Amendment – March 24, 2011.
- E. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 23 (Revised) in an amount not to exceed \$855,522.50.
- F. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 24 in an amount not to exceed \$555,86.65.
- G. Regular Payables as Detailed in the Payable Listing of May 12, 2011.
- H. SD-08-03 – Time Extension – Pam Long – Plan Expires 5/25/11 (New Plan Date 8/25/11).

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH H. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to enter into a Lease Agreement with Lynn Godfrey for the property along Locust Grove Road identified as York County Tax Map Parcel 46000JJ520000000.

MR. BOWMAN MOVED TO APPROVE AUTHORIZATION TO ENTER INTO A LEASE AGREEMENT WITH LYNN GODFREY FOR THE PROPERTY LOCATED ALONG LOCUST GROVE ROAD IDENTIFIED AS YORK COUNTY TAX MAP PARCEL 46000JJ520000000. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

- A. LD-10-03 – LCBC (Lancaster Christian Bible Church) – Plan Expires 6/4/11.

BAUGH Mr. Baugh presented the Preliminary Plan for the LCBC, which proposed the use of the former Saturn Dealership as its new site for the York Campus. The plan detail was documented in a May 12, 2011 memorandum. Mr. Baugh provided a PowerPoint review of the property, an aerial view, existing conditions and proposed conditions by LCBC. Planning Commission indicated they were very encouraged with the plan for 30 foot tall trees. Additional views of the proposed building elevations were provided. Planning Commission recommended the waivers be approved, as well as the existing conditions, with which staff concurred. A Development Agreement will be required with the developer, as well as a copy of the signed PennDOT permit. An analysis of a right turn sign at North Hills and Route 30 will be conducted. An easement exists across the AESYS property to enter into the LCBC driveway. PennDOT approval will be requested.

SMITH Craig Smith, RGS, clarified a point concerning the waiver of street lights. They want to treat that waiver as a modification inasmuch as they are planning to put two street lights along North Hills Road; however, they will not be according to township height standards due to the First Energy overhead line.

LUCIANI Mr. Luciani noted that the township's typical street light is 20 feet high, but due to the high tension wires that will be impossible. Staff agreed and details will be worked through in the Final Plan process.

MACDONALD Attorney George MacDonald, Kagen, MacDonald, France, represented AESYS Technology, the adjoining land owner. He stated no opposition to the plan. He voiced concern regarding the access way across the AESYS property. He stated that currently there is a reservation in a deed and a imprecise drawing as to where it would be, and the area provides for both stormwater and access easement. He requested that the supervisors' approval would contain a condition that whatever agreement is reached with the church would be acceptable to the township.

SCHENCK Chairman Schenck asked Solicitor Rausch whether that would be a private agreement with the developer.

RAUSCH Solicitor Rausch questioned how that might impact the development.

LUCIANI Mr. Luciani responded that the development could move forward with or without the agreement. The impact would affect the traffic flow in and out of the driveway.

MACDONALD Attorney MacDonald wanted to assure that the agreement would be of benefit to AYSSES, to the church and to the township and would not create a traffic problem. He noted that, while the easement currently is not well defined, by working through the agreement, it will be clearly defined.

LUCIANI Mr. Luciani mentioned that AESYS will need to approve the use of the driveway and it must meet PennDOT specifications for the permit. However, responsibility for maintenance, paving, plowing, etc. will need to be clearly defined between AESYS and LCBC.

RAUSCH Solicitor Rausch asked whether they need the adjoiner's consent.

LUCIANI Mr. Luciani responded that they have an easement; however, if PennDOT rates the driveway traffic as high, that may require a median. He noted that it is 120 by 190 foot joint use access, a big square.

SMITH Craig Smith noted that part of the problem is that the actual 35 foot wide access easement isn't shown on the plan. It will be an item to be worked out with the church.

LUCIANI Mr. Luciani noted that he did not think that LCBC was opposed to working it out.

MACDONALD Attorney MacDonald responded that the intention was to work through the issues, but it had not progressed very far in terms of the attorneys discussing the matter.

SCHENCK Chairman Schenck indicated that the board could act on the plan on the table, which stated that a PennDOT permit must be obtained.

MR. BOWMAN MOVED WITH REFERENCE TO LAND DEVELOPMENT PLAN 10-03, LCBC, TO GRANT THE PLAN WITH THE FOUR WAIVERS LISTED ON THE AGENDA, AND THE NINE CONDITIONS ON THE AGENDA DATED MAY 12.

SCHENCK Chairman Schenck noted that the waiver denial to install street lights was slightly confusing because of the condition that they install street lights.

SMITH Mr. Smith clarified that it was a modification to allow the shorter street lights.

BISHOP Mr. Bishop clarified that it would ultimately be a modification, but he wanted to be sure that they were not uncomfortable with the denial.

SMITH Mr. Smith responded that it would be satisfactory as long as the record showed the installation of the shorter lights.

MOTION UNANIMOUSLY CARRIED.

8. COMMUNICATIONS FROM SUPERVISORS

SCHENCK Chairman Schenck stated that Dawn Foods had signed up, through their grant program, as an additional sponsor for the Summer Concert Series. He stated that Dawn Foods is a great neighbor in the township, and he wanted to make sure they were recognized for the generous donation.

LANDIS Ms. Landis thanked all the residents who had come to the meeting. She indicated that she cared deeply about the community and its residents but expressed concern that she was not treated the same as other supervisors.

BOWMAN Mr. Bowman commented about the parking at St. Joe's church between the curb and the new line on Kingston. He noted that the markings are confusing and motorists are receiving tickets. They are supposed to be 30 feet back from a stop sign.

HOLMAN Mr. Holman responded that he and Messrs. Lauer and Luciani will be working on the last of that project to make sure the measurements are correct.

SCHENCK Chairman Schenck asked if the curb would be yellow striped.

HOLMAN Mr. Holman responded that it would indeed be yellow striped.

LANDIS Ms. Landis asked when the speed bumps would be placed.

HOLMAN Mr. Holman responded that he and Mr. Luciani would be meeting with a resident in that area on May 13th to identify the location and then have the resident seek neighborhood signatures on the petition.

LANDIS Ms. Landis asked whether the policy had been completed.

HOLMAN Mr. Holman responded that the policy was completed and had been adopted by the board.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch responded that he had nothing to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman stated that he had nothing to add to his written report.

SCHENCK Chairman Schenck asked Mr. Holman to provide additional information with regard to the Tax Collector reconciliation report. He suggested that his questions could be answered with a phone call.

HOLMAN Mr. Holman responded that he would do so. He noted that he had met with Ms. Bair to review the report.

11. ORDINANCES AND RESOLUTIONS

A. Resolution 2011-32 Appointing Sande Cunningham to the Zoning Hearing Board.

MS. LANDIS MOVED TO APPROVE RESOLUTION 2011-32 APPOINTING SANDE CUNNINGHAM TO THE ZONING HEARING BOARD. MOTION UNANIMOUSLY CARRIED.

A. **Authorization to Advertise Ordinance Establishing a No Parking Zone on Mill Street, west side, from Eastern Boulevard to a point 325 feet south.**

MS. LANDIS MOVED TO APPROVE THE AUTHORIZATION TO ADVERTISE ORDINANCE ESTABLISHING A NO PARKING ZONE ON MILL STREET, WEST SIDE, FROM EASTERN BOULEVARD TO A POINT 325 FEET SOUTH. MOTION UNANIMOUSLY CARRIED.

B. Authorization to Advertise for amending The Code of Ordinances, Chapter 56, Article I, "Police Pension, Death and Disability Fund".

MR. DVORYAK MOVED TO AUTHORIZE ADVERTISING FOR AMENDING THE CODE OF ORDINANCES, CHAPTER 56, ARTICLE I, "POLICE PENSION, DEATH AND DISABILITY FUND". MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update.

BISHOP Mr. Bishop reported that YorkCounts had been taken over by the Community Foundation.

DVORYAK Mr. Dvoryak reported that Jane Conover will be attending the May 26th board meeting to provide an update of the Public Safety Task Force study.

BISHOP Mr. Bishop stated that he had received notification that the plan is to meet with the municipalities to keep the process moving.

B. York County Tax Collection Committee Update.

HOLMAN Mr. Holman reported that the township, as well as the York County Tax Collection Committee, will meet regarding the 2012 date. Township Mercantile and EIB taxes are collected by the York Adams Tax Bureau, and the transition should be relatively simple for the township.

13. NEW BUSINESS

A. "Roll Back" Taxes for the Walters Property

HOLMAN Mr. Holman requested a motion for approval of a waiver of roll back taxes for the Walter property, which reflect taxes that had been paid to the township during the time it was designated agricultural.

MS. LANDIS MOVED TO APPROVE THE ROLL BACK TAXES FOR THE WALTERS PROPERTY. MOTION UNANIMOUSLY CARRIED.

B. Acknowledge Receipt of Resignation from the Zoning Hearing Board, Teresa Johnescu.

MR. DVORYAK ACKNOWLEDGED RECEIPT OF RESIGNATION FROM THE ZONING HEARING BOARD, TERESA JOHNESCU. MOTION UNANIMOUSLY CARRIED.

14. ADJOURNMENT:

SCHENCK Chairman Schenck adjourned the meeting at 8:25 p.m.

Respectfully submitted,

John Holman
Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MAY 26, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, May 26, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: George Dvoryak, Acting Chairman
Mike Bowman
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Bill Schenck, Chairman
Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Economic and Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Mark Hodgkinson, Director of Wastewater Treatment Plan
Betty Speicher, Director of Human Resources
Robert McCoy, Chief, YAUFR
Dan Hoff, YAUFR
Dave Eshbach, Chief, Police Department
Jean Abreght, Stenographer

1. CALL TO ORDER:

DVORYAK Acting Chairman George Dvoryak called the meeting to order.

A. Opening Ceremony

DVORYAK Mr. Dvoryak led the Pledge of Allegiance. He noted that neither Mr. Schenck nor Mr. Bishop would be present due to other business commitments. However, a Quorum was present.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

DVORYAK Mr. Dvoryak announced that there had been no Executive Sessions held since the last meeting and none were scheduled for this date.

3. COMMUNICATION FROM CITIZENS

SANDMYER Robert Sandmyer, 2625 Kingston Road, reported that 100% of the residents had signed the necessary petitions and presented them to Mr. Holman for the Kingston and Meridian Roads speed hump installation.

HOLMAN Mr. Holman reported that he had received the petitions and would have Mr. Lauer and Mr. Luciani visit the areas for installation of the warning signs followed by installation of the speed humps.

SMITH Dale Smith, 2585 North Sherman Street, presented documentation and photographs of an erosion problem in his neighborhood, which was threatening his and other properties. He noted that the problem had existed for at least five years. He sought relief from the township.

HENLEY Patrick Henley, 2491 North Sherman Street, a neighbor, spoke of the erosion problem as well. He indicated that his parents had owned the property for 45 years, and over that period they had attempted to make some adjustments. However, the problem had exacerbated to the extent that they need the township's help.

DVORYAK Mr. Dvoryak stated that the photographs illustrated a definite problem.

HOLMAN Mr. Holman stated that he, Mr. Lauer and the engineer will inspect the properties, pull old plans and meet with the neighbors to explore the options and see what can be done.

DVORYAK Mr. Dvoryak thanked Mr. Smith and Mr. Henley for coming to the meeting. As indicated, the township officials will visit their properties.

13. NEW BUSINESS

DVORYAK Mr. Dvoryak took the opportunity to change one agenda item to enable Mr. Rinier to present the township's audit report earlier during the evening. This will keep the township fees down and allow him to return to his home.

RINIER Mike Rinier presented a package of information containing the audit of the township, which he reviewed in summary. He noted that he had reviewed the audit with Ms. Landis and Mr. Bowman. He reported that the auditor's perspective on the financial statements provided a clean opinion. He identified the schedules outlining the entire government operations in two categories, governmental and business-type activities, as well as the Development Authority component. Total assets of the township including infrastructure are \$111 million. The operating schedule of government activities was slightly over \$15 million in expenses. The sewer operation was \$7.7 million of expenses for a total of \$23 million. Total revenues under the general fund were \$11.4 million; total expenditures were \$11.9 million with a decrease in the fund balance in the general, as well as the capital funds. A new borrowing took place during the year which will increase liabilities. Operating revenues for the sewer fund were just

over \$7 million; expenses were \$6,741,000 with a net operating income of \$268,000. Mr. Rinier thanked the board for the opportunity to present the report and expressed his appreciation to Mr. Holman, Mr. Hadge and the staff for their assistance.

DVORYAK Mr. Dvoryak commented that his attention was drawn to the number of comments in the management letter as it seemed to be an unusually large number.

RINIER Mr. Rinier responded that the majority of the comments were specifically related to one-issue elements and not related to overall deficiencies in practices.

HOLMAN Mr. Holman added that all the comments were satisfied upon discovery. Mr. Holman stated that there would be no board action taken this date, and any further questions should be directed to Mr. Rinier prior to June 15, 2011.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill noted that he had submitted his monthly report and he had no changes or photographs to present. He offered to respond to questions.

B. Civil Engineer – First Capital Engineering

LUCIANI Mr. Luciani had provided a monthly report. He presented an update concerning a drainage problem at 3530 Kingston Road. He reported that Mr. Lauer had gone to the site and reviewed the situation, which involved the failure of a pipe with an elbow that had been installed back in the 1980's. The plans were reviewed. Mr. Luciani and Mr. Holman met with the property owner. It was determined to be a township issue and a concrete wrap/collar solution was planned to fix it with township crews.

LANDIS Ms. Landis questioned several issues with regard to the Harley-Davidson/Eden Road project. She noted that a meeting recently was held with PennDOT which revealed that North Sherman Street would be under construction during the entire summer. She commented that it was a very heavily used corridor. She asked whether PennDOT had advised the township of the degree or scope of the work, and whether the road would be temporarily closed in certain sections. She wondered how that would be communicated to the residents.

HOLMAN Mr. Holman responded that PennDOT would be closing only one lane of the road at a time, which was discussed during the meeting. Harley will not be given

approval for closing Eden Road, but there may be one lane only on Eden and one lane on North Sherman Street open during various periods of time over the summer. That will be coordinated in order to avoid rush hours. He noted that all parties are cooperating. PennDOT will be contacting the residents, and it will be noted on the township's website. A notice was placed in the newsletter.

5. ACCOUNTS PAYABLE

- A. Authorization to Approve Payment to Tax Collector in the amount of \$16,419 for 2011 Taxes Collected. Note: All 2011 tax reports have been submitted on time and in the proper manner in accordance with the Township Ordinance.

MS. LANDIS MOVED TO AUTHORIZE PAYMENT TO TAX COLLECTOR IN THE AMOUNT OF \$16,419 FOR 2011 TAX COLLECTED. MOTION UNANIMOUSLY CARRIED.

6. CONSENT AGENDA

- A. Acknowledge Receipt of April 30, 2011 Treasurer's Report
- B. Board of Supervisors Regular Meeting Minutes – April 14, 2011.
- C. Board of Supervisors Regular Meeting Minutes – April 28, 2011.
- D. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 25 in an amount not to exceed \$193,327.10.
- E. Regular Payables as Detailed in the Payable Listing of May 26, 2011.
- F. SD-09-03 – Time Extension – Carter – Plan expires 6/18/11 (New Plan Date 9/18/11).
- H. SD-10-02 – Time Extension – Harley Campus Separation – Plan Expire 6/30/11 (New Plan Date 9/30/11)
- I. LD-08-14 – Towneplace Suites by Marriott (Reapproval).

LANDIS Ms. Landis asked to remove item C for further discussion.

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH I EXCLUDING ITEM C. MOTION UNANIMOUSLY CARRIED.

LANDIS Ms. Landis made the following amendments. Page 4, Miss Landis to Ms. Landis; Page 4 discussion of 501(c)3 she indicated that she asked Solicitor Rausch a question and it was reported that Mr. Holman responded to the question.

MR. BOWMAN MOVED TO APPROVE THE BOARD OF SUPERVISOR'S REGULAR MEETING MINUTES APRIL 28, 2011 AS AMENDED. MOTION UNANIMOUSLY CARRIED.

7. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Approve Professional Services Agreement with Buchart Horn for Mill Creek Sanitary Sewer Interceptor Televising Project for an Amount Not to Exceed \$49,500.00.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO APPROVE THE PROFESSIONAL SERVICE AGREEMENT WITH BUCHART-HORN FOR THE MILL CREEK SANITARY SEWER INTERCEPTOR TELEVISIONING PROJECT FOR THE AMOUNT NOT TO EXCEED \$49,500. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to approve Change Order Number 9 for an increase in the total amount of \$258,726.00 to the Contract with Conewago Enterprises – BNR General Contractor.

MR. BOWMAN MOVED FOR AUTHORIZATION TO APPROVE CHANGE ORDER NUMBER NINE FOR AN INCREASE IN THE TOTAL AMOUNT OF \$258,726 TO THE CONTRACT WITH CONEWAGO ENTERPRISES, BNR GENERAL CONTRACTOR. MOTION UNANIMOUSLY CARRIED.

- C. Authorization to Approve Change Order Number 3 for a Decrease in the Total Amount of \$4,146.90 to the Contract with Gettle, Inc. – BNR Electrical Contractor.

MS. LANDIS MOVED TO AUTHORIZE TO APPROVE CHANGE ORDER NUMBER THREE FOR A DECREASE IN THE AMOUNT OF \$4,146.90 TO THE CONTRACT WITH GETTLE. MOTION UNANIMOUSLY CARRIED.

8. SUBDIVISIONS AND LAND DEVELOPMENT

There was nothing for action.

9. COMMUNICATION FROM SUPERVISORS

BOWMAN Mr. Bowman noted that he had received complaints about the trash pickup being late, especially for yard waste.

HOLMAN Mr. Holman responded that he had received complaints as well, and the waste hauler was addressing the issues. One item was that the Friday route was very large and they may need to review the routes.

BOWMAN Mr. Bowman commented that his company had received a 15% increase in paper cost and wondered whether township copies could be printed on both sides of the documents.

HOLMAN Mr. Holman responded that he had printed on both sides several years ago but that it had not been very well received. The township does reuse paper.

LANDIS Ms. Landis asked why it was not well received.

HOLMAN Mr. Holman responded that it had been more difficult to read with red and black ink bleeding through.

LANDIS Ms. Landis suggested using a thicker paper stock.

HOLMAN Mr. Holman noted that the township operates under a state contract for paper goods. When that contract is up for renewal, the paper prices will be compared.

LANDIS Ms. Landis requested documentation with regard to engineering costs that had been left for the board by Tim Pasch two weeks ago.

10. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch reported that closing had been completed on the Walters property. The township now owns another 116 acres.

DVORYAK Mr. Dvoryak added that a celebration will be held on June 1, 2011.

11. MANAGER'S REPORT

HOLMAN Mr. Holman reported that bids had been received for the 3400 Kingston Road stormwater project. The project was awarded to the low bidder, Proshot Concrete, without prevailing wage, at \$28,800.

MR. BOWMAN MOVED TO AUTHORIZE REPAIRS ON 3400 KINGSTON ROAD FOR \$28,800 FOR CONCRETE CONSTRUCTION. MOTION UNANIMOUSLY CARRIED.

12. ORDINANCES AND RESOLUTIONS

A. Resolution No. 2011-33 – Authorizing Application for Community Development Block Grant for Recreation ADA Park Improvements at Camp Security Park.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-33 AUTHORIZING APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FOR RECREATION ADA PARK IMPROVEMENTS AT CAMP SECURITY PARK. MOTION UNANIMOUSLY CARRIED.

B. Resolution No. 2011-34 – Authorizing Dedication of Right-of-Way and Sewer Line Improvements: Komax Property.

MR. BOWMAN MOVED TO APPROVE RESOLUTION 2011-34 AUTHORIZING DEDICATION OF RIGHT-OF-WAY AND SEWER LINE IMPROVEMENTS: KOMAX PROPERTY. MOTION UNANIMOUSLY CARRIED.

- C. Resolution No. 2011-35 – Accepting Offer of Dedication for Right-of-Way along Mt. Rose Avenue by St. John’s Evangelical Lutheran Church of York.

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-35 ACCEPTING OFFER OF DEDICATION FOR RIGHT-OF-WAY ALONG MT. ROSE AVENUE BY ST. JOHN’S EVANGELICAL LUTHERAN CHURCH. MOTION UNANIMOUSLY CARRIED.

- D. Resolution No. 2011-36 – Liquor License Transfer, Stony Brook Family Restaurant, Inc. – 3560 East Market Street.

DVORYAK Mr. Dvoryak reported that a Public Hearing had been held at 6:30 p.m. this date. It was determined that it is acceptable use for the property and there was no public objection to the license transfer.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-36, LIQUOR LICENSE TRANSFER TO STONY BROOK FAMILY RESTAURANT AT 3560 EAST MARKET STREET. MOTION UNANIMOUSLY CARRIED.

13. OLD BUSINESS

- A. YorkCounts Public Safety Task Force Update

DVORYAK Mr. Dvoryak stated that an update had been received at the 6 o’clock meeting this date.

14. NEW BUSINESS

- A. 2010 Audit Reports

DVORYAK Mr. Dvoryak indicated that acceptance of the Audit Reports would be tabled until the next Board of Supervisors meeting.

- B. Authorization to Approve Tax Refund Request for the Parcels and Amounts Listed in the Township Finance Officer’s Memorandum to the Township Manager dated May 26, 2011.

MS. LANDIS MOVED TO AUTHORIZE APPROVAL OF TAX REFUND REQUEST FOR THE PARCELS AND THE AMOUNTS LISTED IN THE MEMO FROM THE TOWNSHIP MANAGER DATED MAY 26, 2011. MOTION UNANIMOUSLY CARRIED.

15. ADJOURNMENT

DVORYAK Acting Chairman Dvoryak adjourned the meeting at 8 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
PUBLIC HEARING – LIQUOR LICENSE**

**MAY 26, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Public Hearing on Thursday, May 26, 2011 at 6:30 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: George Dvoryak
Mike Bowman
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Bill Schenck
Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Community Development Director
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Betty Speicher, Director of Human Resources
Jean Abrecht, Stenographer

1. CALL TO ORDER:

DVORYAK Acting Chairman George Dvoryak called the Public Hearing to order at 6:30 p.m. He stated that the purpose of the Public Hearing was to hear testimony on the transfer of a Pennsylvania Liquor License from 801 Loucks Road, York, PA to 3560 East Market Street, York, PA.

HOLMAN Mr. Holman stated for the record that it had been advertised as a Public Hearing in accordance with law and in accordance with regulations for liquor license.

FERRO Attorney Chris Ferro stated he represented the applicant, Stony Brook Family Restaurant. He noted the applicant's address, as previously stated. He indicated the applicant proposed to transfer a license from the former Riptides, Inc. bar which had gone into bankruptcy and which was purchased by his client's brother. By assignment his client received the license from his brother and proposed to move it to the Stony Brook Family Restaurant. He stated for the board's information that the moving of this license will in no way change the nature of the current restaurant business or turn the location into a bar or nightclub. The hours currently are 5 a.m. to 9 p.m. and will remain the same. The owner simply desires to allow his customers the option, if they choose, to have beer or wine with their dinner, as well as those attending banquets within the facility. There are no plans to construct a bar; only a small service area within the restaurant and no changes to the dimensions of the

physical restaurant. Attorney Ferro noted that his client, Gus Kocoronis, President of Stony Brook Family Restaurant, was present and willing to respond to any questions. They respectfully requested that the board grant this particular liquor license transfer.

DVORYAK Chairman Dvoryak asked for questions from the board.

BOWMAN Mr. Bowman asked whether the license would just cover beer and wine.

FERRO Attorney Ferro responded that because it is a restaurant liquor license, it would have the ability to offer anything pursuant to that license. He noted that his client intended to mainly provide beer and wine and had no desire to serve hard alcohol at this time, but the license would give him the option to do so.

DVORYAK Mr. Dvoryak noted that he did not have any questions for the applicant. He asked Mr. Baugh whether it would be an allowable usage in that particular zone.

BAUGH Mr. Baugh responded that it would be allowed.

LANDIS Ms. Landis asked for the total number of restaurants in Springettsbury Township with liquor licenses.

BAUGH Mr. Baugh indicated he did not know the number, but he noted there were quite a few.

2. PUBLIC COMMENT

DVORYAK Mr. Dvoryak opened the floor to the public for comments. Hearing none, he stated that this was a public hearing and that the item was placed on the regular meeting agenda for consideration.

3. ADJOURNMENT

DVORYAK Acting Chairman Dvoryak adjourned the meeting at 6:40 p.m.

Respectfully submitted,

John Holman
Secretary

ja

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, May 26, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: George Dvoryak
Mike Bowman
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Bill Schenck
Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jean Abreght, Stenographer

1. CALL TO ORDER:

DVORYAK Acting Chairman George Dvoryak called the Strategic Planning Session of Springettsbury Township to order. He noted that on the agenda for this date was the opportunity to review the impacts of the merger between York County Community Foundation and YorkCounts. Springettsbury had agreed to participate, along with several other municipalities, in a Police Merger Study, which had been initiated by YorkCounts. Mr. Dvoryak introduced Jane Conover, a colleague from York County Community Foundation for an update.

CONOVER Ms. Conover thanked the board and Mr. Dvoryak for inviting her to provide an update on YorkCounts and the York Community Foundation. She provided documentation which identified YorkCounts and York Community Foundation. Through a PowerPoint presentation she identified her purpose and involvement in the Foundation, the distribution of their grants program, some of their focus areas including the Codorus Watershed, Beautiful York, Energy Conservation and Agriculture and Land Preservation to name a few. She identified examples of the projects. The Foundation and YorkCounts merger had developed similar missions and over time determined the benefits of combining efforts. One area she mentioned was an update of the Metro Police Study, in which Springettsbury Township had been involved as a partner. The on-going study will evaluate staffing, budgets, crime data, legal issues and resources. Each participating municipality will be interviewed and a draft of the results will be provided. A strategy then will be developed to proceed further.

HOLMAN Mr. Holman indicated that he met with the energy consultant, as well as the storm water consultant regarding some items for MS4. He stated he would ask Mrs. Gilfillan, Grants and Public Relations Specialist for Springettsbury Township, to contact Mrs. Conover about the grants possibilities.

DVORYAK Mr. Dvoryak mentioned a grant that had been received by the township several years ago from York Community Foundation.

HOLMAN Mr. Holman noted that the Police Department had finished its review of the budget, and he needed to do some further work on insurances, social security and health benefits. He hoped to complete that work within a few weeks. He added that both he and Mr. Bishop had been interviewed, and he looked forward to their interviewing other members of the board.

CONOVER Ms. Conover thanked the board for the opportunity to make her presentation.

DVORYAK Mr. Dvoryak asked whether there was anything further for the Strategic Planning Session.

HOLMAN Mr. Holman reported that the township had closed on the Walters property this date. There will be a ceremony on June 1st to thank everyone involved. For Strategic Planning, both the Recreation Committee and the Historic Preservation Committee are working together to develop a policy as to allow archeological digs. Dr. Luther Sowers is leading that process.

LANDIS Ms. Landis asked whether anything had transpired with individual residents who offered to donate funds for the farm.

HOLMAN Mr. Holman responded that Todd McNew handled all donations and that none had come through the township.

2. ADJOURNMENT

DVORYAK Acting Chairman Dvoryak adjourned the meeting at 6:22 p.m.

Respectfully submitted,

John Holman
Secretary
ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**JUNE 23, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, June 23, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
George Dvoryak
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Community Development Director
Dori Bowders, Manager of Administrative Operations
Robert McCoy, Chief, YAUFRR
Dan Hoff, YAUFRR
Jack Hadge, Finance Director
Lt. David Trott, Police Department
Jean Abrecht, Stenographer

1. CALL TO ORDER:

SCHENCK Chairman Schenck called the meeting to order at 7 p.m.

A. Opening Ceremony

SCHENCK Chairman Schenck led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that no Executive Sessions had been held since the last meeting and none were scheduled for this date.

3. COMMUNICATIONS FROM CITIZENS

MILLER Jean Miller, 1318 East 11th Avenue, cited the traffic situation in her neighborhood. Her points are summarized:

- 11th Avenue is extremely narrow; no sidewalks
- High volume of cars, speeding, drivers on cell phones not paying attention.
- Residents walking dogs, children riding bicycles, waiting for school buses when in session.
- With on-going bridge construction concern for where traffic will be directed.

SCHENCK Chairman Schenck responded that there are some things that can be put into place to monitor, measure and validate the situation and attempt to find a solution.

HOLMAN Mr. Holman stated that he was aware that the state will provide a detour plan during the bridge construction. He stated that he, Mr. Luciani, the township engineer and Lt. Trott of the police department will meet with Ms. Miller. They will go over the detour plan from the state and provide additional options with temporary speed humps and enforcement.

SCHENCK Chairman Schenck commented that neighborhood traffic is probably the number one re-occurring complaint in most communities. He assured Ms. Miller that the township does not take these concerns lightly and it will be addressed.

BAREFOOT Dorothy Barefoot, Whiteford Road, agreed with Ms. Miller and stated that there are bottlenecks with traffic signals and excess traffic along with the very narrow streets.

4. ENGINEERING REPORTS

A. Environmental Engineer

CRABILL Mr. Crabill presented photographs of the splitter gates that had been run into by the landscaper's truck. Estimates are being developed for repairing the gates, which are projected to amount to \$150,000 to \$175,000. Approximately \$100,000 will cover rental and bypass pumping equipment. The insurance companies have their engineers involved because all the flow from the entire plant goes through that box to get to the clarifiers.

HOLMAN Mr. Holman added that all insurance companies had been notified. The repair will be an emergency in nature with a 15% increase. The gates, even with a special order, will take four weeks to fabricate.

SCHENCK Chairman Schenck questioned whether it would be prudent to check the entire bypass pumping area during the downtime.

CRABILL Mr. Crabill responded that if the bypass pumping is extended for two or three days, the other two gates could be replaced.

HOLMAN Mr. Holman noted that the gates show pitting and in need of some work.

SCHENCK Chairman Schenck stated that there are four gates and two are damaged. It might be worth doing all four with the understanding that the township would pay for two.

CRABILL Mr. Crabill commented that the estimate will be created and how the insurance companies will handle it will be made known. There would just be the extra days'

rental, the two other gates and the labor. He asked if everyone had an opportunity read his monthly report and whether there were any questions.

SCHENCK Chairman Schenck asked about the status of final landscaping and the dirt pile.

CRABILL Mr. Crabill responded that it will be handled when Mr. Hodgkinson plans to create the berm. The landscaping will wait at this point.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani indicated he had several updates to his written report.

- ProShot Concrete mobilized for the bypass pumping on Kingston Road. They are staging in the park temporarily with generators and equipment.
- Flooding issues brought some severe problems. They are following up with the residents from North Sherman Street, as well as Deamerlyn Drive.
- North Sherman Street erosion created a six to seven foot deep hole, which eventually plugged the state's pipe underneath Sherman.

HOLMAN Mr. Holman noted that he and Mr. Luciani planned to meet the North Sherman Street residents on Wednesday, June 29th. They had pulled all the plans for review.

5. CONSENT AGENDA

- A. Acknowledge Receipt of May 31, 2011 Treasurer's Report
- B. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – April 19, 2011.
- C. Board of Supervisors Regular Meeting Minutes – May 12, 2011.
- D. Board of Supervisors Regular Meeting Minutes – May 26, 2011
- E. Acknowledge Receipt of Financial Statements with Supplementary Information for the Year Ending December 31, 2010.
- F. Acknowledge Receipt of Sewer Fund Financial Statements for the Year Ending December 31, 2010.
- G. Conewago Enterprises, Inc. – BNR Project (General) – Application for Payment No. 26 in an amount not to exceed \$417,329.44.
- H. Regular Payables as Detailed in the Payable Listing of June 23, 2011.

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH H. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Award Bids for 201 Road Materials and Resurfacing Project as recommended in the memorandum dated June 14, 2011 from the Public Works Director to the Township Manager.

MR. DVORYAK MOVED TO AUTHORIZE AWARDING THE BIDS FOR THE 2011 ROAD MATERIALS AND RESURFACING PROJECT AS RECOMMENDED IN THE MEMORANDUM DATED JUNE 14, 2011 FROM THE PUBLIC WORKS DIRECTOR TO THE TOWNSHIP MANAGER. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Purchase 2012 Crew Cab Truck under PA CoStars Contract through Apple Ford Fleet Division in an amount not to exceed \$60,000.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO PURCHASE 2012 CREW CAB TRUCK UNDER PA COSTARS CONTRACT THROUGH APPLE FORD FLEET DIVISION IN AN AMOUNT NOT TO EXCEED \$60,000. MOTION UNANIMOUSLY CARRIED.

- C. Authorization to Purchase 2012 Dump Truck under PA CoStars Contract through Apple Ford Fleet Division in an amount not to exceed \$62,000.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO PURCHASE 2012 DUMP TRUCK UNDER THE PA COSTARS CONTRACT THROUGH APPLE FORD FLEET DIVISION IN AN AMOUNT NOT TO EXCEED \$62,000. MOTION UNANIMOUSLY CARRIED.

- D. Authorization to Purchase 2011 Ford Ranger 4x4 Pickup under PA CoStars Contract through Apple Ford Fleet Division in an amount not to exceed \$18,589.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO PURCHASE A 2011 FORD RANGER PICKUP UNDER THE PA COSTARS CONTRACT THROUGH APPLE FORD FLEET DIVISION IN AN AMOUNT NOT TO EXCEED \$18,589. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

- A. SD-09-03 – Carter – 9/18/11 (Action)

BAUGH Mr. Baugh presented SD-09-03, Carter Final Subdivision, which was documented in a briefing memorandum dated May 12, 2011. The property consisted of two lots and three single family dwellings. One lot contained two of the dwellings. This plan will create an additional lot to allow each dwelling to be located on a separate lot. The subdivision did not meet the criteria for a minor subdivision. The property is zoned Open Space, R20. He presented some PowerPoint overviews of the property including the overall site plan, the existing homes, a listing of the six waivers with the added note regarding future building. Planning Commission recommended the plan be approved with five conditions.

LOBACH Attorney Jeff Lobach indicated he was present with project engineer, Rick Castranio, and William Carter. He stated that they had nothing to add from the last meeting and noted that the impetus for this plan was the request from the Rail Trail Authority for an easement across Mr. Carter's property. The property is being brought more into compliance with the ordinance because the three houses will be on three separate lots.

MR. BISHOP MOVED WITH REFERENCE TO SD-09-03, CARTER, TO APPROVE THE FINAL PLAN WITH THE FIVE CONDITIONS INDICATED ON THE BOARD OF SUPERVISOR PLAN SUMMARY BEFORE THE BOARD TODAY. MOTION UNANIMOUSLY CARRIED.

CARTER Mr. Carter noted his distress with the fact that the plan was very simple and it had taken 21 months to complete. He suggested that the board survey the professional people who do work in the township as to their experience doing business in Springettsbury.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis questioned an item in the General Fund budget report concerning the General Liability for Insurance. She noted it was 238% over budget; \$80,000 was the revised budget, and the current number is \$190,489. She questioned whether they were not coded correctly or the general liability was overspent.

HOLMAN Mr. Holman responded that the item will simply be recoded to go against the other insurance items. The total insurance costs went against that. It now must transfer to police liability and the other liability items.

LANDIS Ms. Landis stated for clarification that they funnel through a General Liability GL account number and then it's disbursed to the appropriate accounts.

HOLMAN Mr. Holman added that it will be split among the other accounts through an internal change.

LANDIS Ms. Landis noted her concern with the direction of the police department as a result of the resignation of two top leaders. She had heard nothing with regard to a succession plan and asked about the status. She noted that it should be discussed during an Executive Session, but she thought it was not taking precedence and that safety and service to the community should be a high priority. She asked for an update.

HOLMAN Mr. Holman responded that all the options are under review. There are well-trained personnel in place, along with Lt. Trott serving as Officer in Charge. He will continue to serve as Officer in Charge for a number of months through the transition

period. Mr. Holman advised that he had been working on the matter, and he had received a number of recommendations. Lt. Trott met with Mr. Holman on Monday, June 20th, at which time he provided an update based on Lt. Laird's resignation. Mr. Holman will request an Executive Session for discussion in the future.

LANDIS Ms. Landis asked Mr. Holman to send out the succession plan from Chief Eshbach for the board to review.

HOLMAN Mr. Holman responded that there was no succession plan but rather a recommendation which he would include as part of the entire package.

LANDIS Ms. Landis asked when the board could receive the information.

HOLMAN Mr. Holman responded that he would send it out when he had everything ready.

LANDIS Ms. Landis asked whether there would be overtime issues with regard to not having two people in place.

HOLMAN Mr. Holman responded that if it becomes necessary to call people in there might be some overtime. At the moment it is in management, and Lt. Trott is putting in the extra hours as are the rest of the staff. In the meantime there are some cost savings to cover that. Lt. Trott is tracking the matter.

LANDIS Ms. Landis noted that she would continue to follow up until she receives a date for an Executive Session.

BOWMAN Mr. Bowman commented on Haines Road and Eastern Boulevard. The light is working properly for the first time since the bank was constructed. He thanked Mr. Luciani for getting the light fixed.

LUCIANI Mr. Luciani responded that Milts Repair Service found the problem.

DVORYAK Mr. Dvoryak noted a concern he had with regard to YAUFER and its operational costs. He had raised questions during budget discussions about some of the cost history. His concerns were raised again when he read the independent Audit Report from Sager, Swisher and Company. He questioned:

- Cost of services increased 13%; attributed to higher contractual costs with union for wages and benefits.
- What were operating costs for fire services in Springettsbury pre-merger and post-merger?
- How is the Springettsbury taxpayer affected?

HOLMAN Mr. Holman responded that he had projections and costs from when Springettsbury had a fire department from 2006 through actually 2011 on salary and wages, along

with what were the projected costs for YAUFRR. He offered to put the information in the next packet.

DVORYAK Mr. Dvoryak clarified that he was looking for actual numbers and history of operating costs.

HOLMAN Mr. Holman noted that he would provide the information and ask the Auditor for clarification.

9. SOLICITORS REPORT

RAUSCH Solicitor Rausch introduced the matter of the resignation of Tax Collector Margaret Cousler. In a settlement with York Suburban School District, she had agreed to resign her position. Her attorney had advised that she would be submitting a letter of resignation to the township effective June 30, 2011, which means that the board would need to fill that position as of July 1, 2011. Solicitor Rausch had drafted a Resolution to appoint Township Manager, John Holman as Tax Collector. Under the Second Class Township Code, this requires an elector who has resided in the township for one year. In addition, if a vacancy exists more than 60 days from the November election, the position would be on the ballot.

HOLMAN Mr. Holman noted that he had submitted an email to the board which discussed using Joel Bookamer, one of the township staff accountants. He has his license as a Tax Collector. Mr. Holman noted that he, personally, had attended classes for Tax Collector. Both Mr. Bookamer and Sandy Ratcliffe would assist, and by re-appointing Barbara Bair she would continue to operate as Deputy Tax Collector. He noted that his concern would be notifying the residents of the township of the changes so that there could be a smooth transition for paying their taxes. He pointed out that, as soon as the board had determined the future direction, Mr. Holman would submit his resignation. He noted that he will be meeting with the York Suburban and Central taxing officials, the county, the Solicitor and Barbara Bair to accommodate a smooth transition.

RAUSCH Solicitor Rausch commented that a serious issue to be addressed is the real estate settlements for properties sold in Springettsbury Township. At this point it would be necessary to contact three separate places to get the certification or the properties would not transfer.

DVORYAK Mr. Dvoryak asked what kind of a budget impact would be made by taking the work on internally.

HOLMAN Mr. Holman responded that any associated costs will go against the funding budgeted for the Tax Collector. He noted some costs would cover overtime, a lock

box and some mailings; however, they would be normal Tax Collector costs. He added that he thought the costs would be revenue neutral.

LANDIS Ms. Landis noted that the board had appointed Barbara Bair as Deputy Tax Collector earlier during the year. She questioned whether the board could appoint the county to continue the status quo and let them continue collecting the taxes and eliminate the need to appoint anyone.

RAUSCH Solicitor Rausch referred to his earlier comment that the Second Class Township Code states that the Tax Collector must be an elector of the township and have resided in the township for one year. He continued that the board could appoint the county or Barbara Bair as Deputy, but to be the actual Tax Collector, the individual needs to be a physical person who lives in the township. He added that the Deputy Tax Collector must be re-appointed with a change in the chief Tax Collector.

LANDIS Ms. Landis commented that Mr. Holman was indicating he would like to be appointed Tax Collector, but he would be delegating the duties then to Joel Bookamer and Sandy Ratcliffe.

HOLMAN Mr. Holman responded that he would delegate duties to them, as well as to Barbara Bair, and between the four individuals and the staff they will handle the work until the board finds new candidates or a new Tax Collector is chosen during the November election.

DVORYAK Mr. Dvoryak questioned whether the November election would re-unite the three separate taxing entities.

RAUSCH Solicitor Rausch responded that he assumed it would, effective January 2, 2012.

LANDIS Ms. Landis asked whether there was a reason why the board would not appoint Sandy Ratcliffe or Joel Bookamer as the Tax Collector.

HOLMAN Mr. Holman responded that Mr. Bookamer is not an elector of the township and Ms. Ratcliffe had not been to the classes for Tax Collection.

LANDIS Ms. Landis questioned whether there would be any additional compensation.

HOLMAN Mr. Holman responded that his email memo stated that he would not accept any additional compensation. However, he might recommend something for Mr. Bookamer.

RAUSCH Solicitor Rausch added that any revenue generated for tax certifications would be placed in the General Fund.

LANDIS Ms. Landis asked Mr. Hadge for his comments as head of the Finance Department.

HADGE Mr. Hadge responded that in 2010 the township manager asked that the Finance Department make a concerted effort to do the best it could with increasing exposure to the tax collection process. Mr. Hadge encouraged Joel Bookamer to attend a tax seminar to qualify as Tax Collector for the Commonwealth, which he did. He secured Certificate of Qualification in August/September of last year. In March, 2011, he attended an additional seminar to gain credits to renew his certificate. Mr. Hadge stated that Mr. Bookamer is a young professional who can handle the additional assignments as delegated. The Finance Department was well aware there would be an impact. However, the township manager met with them and laid out a plan, and the department will be able fulfill the requirements. He praised Barbara Bair because she had done a magnificent job as Deputy Tax Collector, which was a very wise appointment by the board.

D. Resolution 2011-38 – Tax Collector

MR. BOWMAN MOVED TO APPROVE RESOLUTION 2011-38 APPOINTING JOHN HOLMAN TAX COLLECTOR EFFECTIVE JULY 1, 2011. MOTION CARRIED BY MESSRS. SCHENCK, BOWMAN, DVORYAK AND BISHOP 4/1. MS. LANDIS OPPOSED.

10. MANAGER’S REPORT

HOLMAN Mr. Holman reported that Benchmark is advertising for nine municipalities with Springettsbury Township as the lead for natural gas for buildings in all the municipalities in York County that are part of the program. He indicated that there was no need for a board motion since it involved a utility. They will await the results.

11. ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2011-05 – Establishing a No Parking Zone on West Side of Mill Street.

MR. BISHOP MOVED TO ADOPT ORDINANCE NO. 2011-05 ESTABLISHING A NO PARKING ZONE ON WEST SIDE OF MILL STREET. MOTION UNANIMOUSLY CARRIED.

B Ordinance No. 2011-06 – Amending Chapter 56, Article I of the Code of Ordinances “Police Pension, Death and Disability Fund.”

MR. BISHOP MOVED FOR THE ADOPTION OF ORDINANCE NO. 2011-06 AMENDING CHAPTER 56 OF THE CODE OF ORDINANCES. MOTION UNANIMOUSLY CARRIED.

C. Resolution No. 2011-37 – Authorizing Destruction of Old Records

**MR. BISHOP MOVED TO ADOPT RESOLUTION NO. 2011-37 AUTHORIZING
DESTRUCTION OF OLD RECORDS. MOTION UNANIMOUSLY CARRIED.**

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

SCHENCK Chairman Schenck reported that he had been contacted by a representative of the York Counts Public Safety Task Force to meet with him and interview him. The representative changed the meeting each time, and he had not heard from him since.

BISHOP Mr. Bishop noted he had not heard anything.

HOLMAN Mr. Holman stated that he had received a request for budget information, which the Chief had created. He will be sending that to them with a letter advising that they are still working on the insurances and the medical.

13. NEW BUSINESS

There was no New Business.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:15 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**JUNE 23, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, June 23, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
George Dvoryak
Mike Bowman
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
John Luciani, Civil Engineer
Charlie Lauer, Director of Public Works
Andy Hinkle, MIS
Teri Gilfillan, Grants and Public Relations/Events Specialist
Jean Abrecht, Stenographer

CALL TO ORDER:

SCHENCK Chairman Bill Schenck called the Strategic Planning Session to order at 6 p.m. He advised that the first item was an update on Eden Road Traffic Control project. This is related to the Harley-Davidson project.

1. Harley Davidson:
 - a. Eden Road Status Review: Traffic control for summer/fall project.
 - Sherman Street will be one lane due to PennDOT work

LUCIANI Mr. Luciani noted that he had created a PowerPoint presentation. He introduced Consulting Engineer, Tim Bieber of Nutec to give an overview.

BIEBER Mr. Bieber provided a progress overview of the Eden Road construction, which is summarized:

- Eden Road will not be completely closed; plan will be further reviewed.
- Four phases of construction: 1) Met Ed pole relocation. 2) Traffic reverses from one side to the other using existing road; concrete median barrier. Traffic signals at both ends to allow traffic to alternate. 3) Traffic shifts onto newly-constructed portion; curve to be softened beyond the Armory. 4) Laying the wearing course; further work on Met Ed transmission line to be completed by March of 2012.

- New roadway to be widened to the east about 12 feet; can't be done until the pole is moved.
- Traffic lights will be active until work is completed, two or three months.
- North Sherman Street also under construction and down to one lane; paperwork to be done regarding timing of the light, sensitivity of lights to motorists; failure of lights; PennDOT permit.
- TRG will handle PennDOT temporary permit. In case of signal failure, repair service to be on call.

b. Update on Improvements

- Harley Tentative Open House – Date – July 30.

HOLMAN Mr. Holman stated that Tom Burgess, Project Lead for Harley-Davidson Reconstruction was present to update the board on the project, as well as a future Open House.

BURGESS Mr. Burgess reported that the Harley project began about a year and a half ago and construction was nearly complete. They added 60,000 square feet to the north side of the building for assembly, which is fully functioning. They are transitioning the assembly process from the lower west campus to the new building, and they anticipate that will be completed by the end of July. The east construction, 30,000 square feet, as well as another 10,000 square feet of office space is complete. To the south is the tour center, medical and fitness area that is in process. Demolition of 18 buildings has been completed with 16 buildings to be demolished during September through December.

Mr. Burgess indicated that negotiations continue with YCIDA. A contract is in place, and they are working through utility, easements, facility and power distribution activities. That transition is expected to take place some time in March of 2012.

SCHENCK Chairman Schenck asked about the plant tours.

BURGESS Mr. Burgess responded that plant tours currently go through the tour center in Building 1. People are then bused to tour the new Softail plant. An open house is planned for the employees on July 30th. Invitations will be sent to the township to join them on the 30th. In addition August 1st they will open the new plant to the public. He added that everything was on track thanks to many people in the township.

SCHENCK Chairman Schenck thanked him for his report.

2. Communications

a. Web Site Construction Update

HOLMAN Mr. Holman stated that Mr. Hinkle and Ms. Gilfillan were present to present updates to the website for the board's review.

GILFILLAN Teri Gilfillan reported that they had been working with the current website provider, GovOffice, in a process to customize the website. The purpose was to provide a better fit for the residents and to better visually describe why Springettsbury is a great place to live, work and play. She noted that they were presently working on the esthetics only, which is what they presented to the board this date. A summary of her presentation follows:

- New features include five new banners that alternate on each mouse click.
- Home page banner enables the website content manager to make changes at any time.
- A static display feature will enable all viewers to see content as intended whether they are using a pc/monitor, phone, laptop or ipad. There will be up to 10 drop down tabs across the top.
- Home page background image photo of Codorus Creek.
- Using Springettsbury logo colors throughout the site.
- Left column menu will be limited to reduce clutter and improve navigation.

DVORYAK Mr. Dvoryak noted that he liked the ability to do on-line polling. He asked whether there was a way, technology-wise, to prevent individuals from stuffing the ballot box.

GILFILLAN Ms. Gilfillan responded that he was correct; that would be one of the back end options.

SCHENCK Chairman Schenck questioned whether they were continuing to work on the navigation on the left to move that to the top.

GILFILLAN Ms. Gilfillan responded that was one of the questions they wanted to ask of the board. They hoped that the board would review what they had completed and provide feedback.

SCHENCK Chairman Schenck noted that his only comment that the website had everything anyone would ever want on it, but sometimes it was just finding it.

HOLMAN Mr. Holman indicated that one of the simple changes made was stating Building Permits, Land Use Plans, etc. While to those in the township it made sense to cover it under Community Development, it seemed difficult for individuals to search and find their location.

LANDIS Ms. Landis asked how many hits currently does the township website track.

HOLMAN Mr. Holman responded that he could not remember an exact number; however, it was a significant number. He hoped the new changes would make it more fluid, simpler and easier to navigate.

GILFILLAN Ms. Gilfillan indicated that once they go live with the esthetic part of it, they have the ability to change wording and move things to other areas.

LANDIS Ms. Landis asked whether there was a way to tap into other languages, such as Spanish for those who are not fluent in English. She wondered whether it was something that had been explored.

GILFILLAN Ms. Gilfillan responded that it was not something they had looked into at this time.

LANDIS Ms. Landis noted it was just a thought as she knew some websites had the technology to move in that direction.

GILFILLAN Ms. Gilfillan responded that it would be something they could talk with Gov Office about to see if it would be something that they offer at this time. She noted if the board was happy with the esthetics of the website they will move forward and get more into the content, layout and functionality of the site.

HOLMAN Mr. Holman indicated that they had a survey on the website requesting ideas. He asked Mr. Hinkle whether there was any feedback from that.

HINKLE Mr. Hinkle responded that there was no feedback.

HOLMAN Mr. Holman stated that there are items on the site such as detour routes and traffic around the township.

BISHOP Mr. Bishop noticed a search bar at the very top. He asked what it said.

HINKLE Mr. Hinkle responded that it was to search this site; search entire site.

BISHOP Mr. Bishop noted that search entire site sounded like it might cause problems. In his experience an individual types search, and if they're not in the right section, they might not think it's there. Technology is probably so good that it can search the whole site just as fast as it can search one section.

GILFILLAN Ms. Gilfillan understood; to eliminate one of those options. She thought that the current website provided the search function for the entire site automatically.

SCHENCK Chairman Schenck stated that he, personally, thought they had done a nice job. He had searched many other websites, and Springettsbury has high standards. He thought the site was in the top 10% of what's on the Internet. He added that he was very pleased.

SCHENCK Chairman Schenck adjourned this portion of the meeting at 6:29 p.m.

Speed Hump Report

LUCIANI Mr. Luciani reported that the speed humps had been installed on Meridian. He explained the installation process and the fact that there was striping, some advance markings and appropriate signage warning motorists. It was compliant with the manual for Uniform Traffic Control Devices. He noted that there had been some mixed reaction with concern for the noise; however, behaviors will change over time as the motoring public becomes more aware of the humps. Local residents seem to be pleased with the way it was reducing speeds.

BOWMAN Mr. Bowman asked how long it took for the installation.

LUCIANI Mr. Luciani responded that it took between four to six hours. He noted that over time the effectiveness of the speed hump will be determined. It is a good trial and error system and it can be picked up and moved to another location if necessary.

HOLMAN Mr. Holman stated that after 90 days the speeds will be checked and impacts on other areas will be reviewed as part of the policy.

LANDIS Ms. Landis asked what date the speed humps were installed.

HOLMAN Mr. Holman responded that it was Monday, June 20th.

SCHENCK Chairman Schenck adjourned this portion of the meeting at 6:40 p.m.

Respectfully submitted,

John Holman
Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**JULY 28, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, July 28, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
George Dvoryak
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Director of Community Development
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Charlie Lauer, Director of Public Works
Robert McCoy, Chief, YAUFRR
Jack Hadge, Finance Director
Dan Stump, Police Department
Jean Abreght, Stenographer

1. CALL TO ORDER:

SCHENCK Chairman Schenck called the meeting of the Springettsbury Township Board of Supervisors to order at 7:04 p.m. He apologized for the delay due to a Budget Workshop and Strategic Planning Session prior to the meeting this date, along with several interviews with individuals who offered to volunteer their time to the township. He announced that Ms. Landis would not be in attendance due to a business conflict.

A. Opening Ceremony

SCHENCK Chairman Schenck led the Pledge of Allegiance.

B. Presentation of Gift Card for Police Canine Supplies

SCHENCK Chairman Schenck called Darwin Doll forward. Mr. Doll runs a program to raise funds to benefit the township's Canine Program.

POLIZZOTTO Officer Polizzotto brought Canine Officer Petro forward.

DOLL Mr. Doll presented a gift card for \$400 to Petro and Officer Bill for pet supplies for the year. He noted he wanted to make this an annual presentation. He stated that he had appreciated Petro and Officer Bill providing a demonstration during his program that was well received.

POLIZZOTTO Officer Polizzotto appreciated the gift and thanked him.

SCHENCK Chairman Schenck thanked Mr. Doll as well. He appreciated him reaching out with something he didn't have to do. He was sure that Officer Polizzotto, who takes care of the dog, greatly appreciates the support, as do the residents of the township.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there had been no Executive Sessions since the last meeting and none were planned for this date.

3. COMMUNICATION FROM CITIZENS

SANDMEYER Robert Sandmeyer, 2625 Kingston Road, reported on the results of the speed hump installation. He noted the following:

- It's working to a point: 40% of the motorists slow down; 60% continue to speed.
- Another hump is needed across from Kingston Park.
- Some motorists go up on the curb to miss the speed hump.
- Suggest the speed monitors on both sides for about 10 days.
- Suggest an old used truck to be parked in front of his home as a deterrent.
- Children are practicing soccer and more caution is needed.

SCHENCK Chairman Schenck thanked Mr. Sandmeyer for all the work he had done to assist in getting the speed hump installed. He had helped circulate the petition, as well as other things that had to be done.

SANDMEYER Mr. Sandmeyer indicated he'd like to have the authority to use radar as he could issue hundreds of tickets. He thanked the township for what had been accomplished already.

STUHRE Charlie Stuhre, 3680 Trout Run Road, stated that he had contacted Keith Gillespie and requested him to move a bill through to get local police permitted to use radar. Mr. Gillespie responded that he had been sponsoring that action for some time but there had been a lot of opposition. In addition, Mr. Stuhre complimented the Public Works Department on a terrific job they had done

cleaning up mud and ditches following a flood event. They did a great job. Mr. Stuhre stated that Springettsbury is a terrific township in which to live with such good services.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Dennis Crabill provided two updates to his written report. He stated that an estimate had been received this date for the proposal from Johnson Construction to fix the gates that were damaged at the Wastewater Treatment Plant. The estimate was more than expected for replacing two gates with aluminum and doing the bypass pumping at \$330,000; to do all the gates in stainless would amount to \$363,375. The estimate will be thoroughly reviewed.

Additional discussion is summarized:

- To replace all four gates in stainless is an additional add of about \$35,000.
- Items will be submitted to the insurance carrier, along with CBIZ, the townships risk management consultant. Expect to be wholly reimbursed.
- This is considered an emergency repair.

Mr. Crabill reported that Marlowe Drive is about half finished. Kinsley's crew was pulled off for an emergency water line repair. The road was restored safely for the interim.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani presented three updates to his written report.

Kinsley Construction is obligated to install a right-turn lane eastbound on Pleasant Valley Road at Mt. Zion Road. The work is slated to begin August 1st or August 8th. This will provide some relief at that intersection.

Mr. Luciani will provide a presentation concerning the sidewalk issues along Mt. Rose Avenue up to Heritage Hills area during the August meeting.

Mr. Luciani reported that the Proshot Concrete project was broken into three costs: mobilization, bypass pumping and material costs; total estimate at \$29,800. An agenda item this date is scheduled for \$26,600. Square yardage was estimated higher than needed. He noted that Shotcrete is a very strong material and much more expensive than poured-in-place concrete. The crew finished the job in two days.

5. CONSENT AGENDA

- A. Acknowledge Receipt of June 30, 2011 Treasurer's Report.
- B. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – May 31, 2011.
- C. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – June 21, 2011.
- D. Board of Supervisors Strategic Planning Meeting Minutes – April 14, 2011.
- E. Board of Supervisors Strategic Planning Meeting Minutes – April 28, 2011
- F. Board of Supervisors Strategic Planning Meeting Minutes – May 26, 2011.
- G. Board of Supervisors Liquor License Public Hearing Minutes – May 26, 2011.
- H. Board of Supervisors Strategic Planning Meeting Minutes – June 23, 2011.
- I. Board of Supervisors Regular Meeting Minutes – June 23, 2011.
- J. Regular Payables as Detailed in the Payable Listing of July 28, 2011.
- K. SD-08-03 – Time Extension – Pam Long – Plan Expires 8/25/11 (New Plan Date 11/25/11).
- L. LD-08-12 – Time Extension – Yale Electric – Plan Expires 8/25/11 (New Plan Date 11/25/11).
- M. SD-07-09 – Waltersdorff (Reapproval).

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH M. MOTION UNANIMOUSLY CARRIED.

6. ACCOUNTS PAYABLE

- A. Authorization for FINAL payment to Proshot Concrete, Inc. – 3400 Kingston Road Storm Sewer Rehabilitation Project – in an amount not to exceed \$26,600.

MR. BOWMAN MOVED FOR AUTHORIZATION FOR FINAL PAYMENT TO PROSHOT CONCRETE, INC., 3400 KINGSTON ROAD STORM SEWER REHABILITATION PROJECT IN AN AMOUNT NOT TO EXCEED \$26,600. MOTION UNANIMOUSLY CARRIED.

7. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to enter into Tax Collection Service Agreement with the County of York and Springettsbury Township Tax Collector

MR. DVORYAK MOVED TO ENTER INTO TAX COLLECTION SERVICE AGREEMENT WITH THE COUNTY OF YORK AND SPRINGETTSBURY TOWNSHIP TAX COLLECTOR. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Award Contract for Natural Gas on Behalf of York Energy Consortium.

No action was taken on item B due to on-going price negotiations.

- C. Authorization to Purchase Econolite Traffic Controller Box in the amount of \$13,800.

MR. BOWMAN MOVED TO AUTHORIZE THE PURCHASE OF ECONOLITE TRAFFIC CONTROLLER BOX IN THE AMOUNT OF \$13,800. MOTION UNANIMOUSLY CARRIED.

8. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

9. COMMUNICATION FROM SUPERVISORS

SCHENCK Chairman Schenck commented on the invitation to the Springettsbury Township Arts and Crafts show winners exhibit August 3 at the Art Institute of Pennsylvania.

BOWMAN Mr. Bowman noted information printed in the local Business Voice that Dennis Crabill was named one of the two Project Managers of the Year for Buchart-Horn. He congratulated him for his achievement.

10. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch stated he had nothing to add to his written report.

11. MANAGER'S REPORT

HOLMAN Mr. Holman noted that he had provided a written report, as well as a supplemental report. He announced that the permanent repairs will begin on the rail crossing at North Hills and Industrial Highway at 9 p.m. on August 12th. The work is expected to be completed by August 15th at 6 a.m. He indicated, with board authorization, he would send an approval letter. He noted alternate routes for traffic, as well as signage directions. All businesses in the area had been notified.

- A. Resolution No. 2011-39 – Authorizing the Appointment of Deputy Tax Collectors and Amending the Fee for Tax Certifications and Duplicate Tax Bills.

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-39. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2011-40 – Authorizing Execution of PennDOT Highway Occupancy Permit Condition Statement for Application No. 326136 for Improvements at Route 30 and Eden Road (Entrance to Harley Davidson Plant).

MR. BISHOP MOVED FOR THE ADOPTION OF RESOLUTION 2011-40. MOTION UNANIMOUSLY CARRIED.

13. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop stated that Mr. Holman had been providing information.

HOLMAN Mr. Holman noted that the township had updated all necessary information and submitted it to PERF. A thank you note was received from them for submitting the information.

DVORYAK Mr. Dvoryak added that he understood there was one municipality that was not as prompt in responding, which was what was delaying the PERF results.

SCHENCK Chairman Schenck noted that they had reached out to him for an interview, but they missed two appointments and then stopped calling. They had conflicts with the appointed times and were unable to complete that with him.

14. NEW BUSINESS

A. Authorization to Appoint Robert Bissey as Emergency Management Coordinator.

MR. BISHOP MOVED TO APPOINT ROBERT BISSEY AS SPRINGETTSBURY TOWNSHIP EMERGENCY MANAGEMENT COORDINATOR. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck noted that the position is a voluntary one, and Springettsbury Township appreciated Mr. Bissey's willingness to serve this township as well as Spring Garden Township in this role.

B. Authorization for the Township Manager and Solicitor to Work with York Area United Fire and Rescue Services to Develop an Agreement for Shared Emergency Management Services.

MR. DVORYAK MOVED TO AUTHORIZE THE TOWNSHIP MANAGER AND SOLICITOR TO WORK WITH YORK AREA UNITED FIRE AND RESCUE SERVICES TO DEVELOP AN AGREEMENT FOR SHARED EMERGENCY MANAGEMENT COORDINATOR SERVICES. MOTION UNANIMOUSLY CARRIED.

C. Authorization to Approve Emergency Contract with Alfa Laval, Inc. as Authorized by the Township Manager, for Repair of a Centrifuge Rotating Assembly in the amount of \$35,372.

MR. BISHOP MOVED TO AUTHORIZE AND APPROVE THE ACTION TAKEN BY THE TOWNSHIP MANAGER FOR EMERGENCY REPAIRS WITH ALFA LAVAL, INC. FOR REPAIR OF A CENTRIFUGE ROTATING ASSEMBLY IN THE AMOUNT OF \$35,372. MOTION UNANIMOUSLY CARRIED.

D. Authorization to Approve Tax Refund Request for the Following Parcels:

- 1) Mobilite Investments, LLC – Parcel #46-JJ-25-T0001 in the amount of \$20.48.
- 2) Tower Company II, LLC – Parcel #46-JJ-4-T-0001 in the amount of \$62.53.

MR. BISHOP MOVED TO AUTHORIZE TAX REFUNDS FOR THE TWO PARCELS LISTED ON THE AGENDA. MOTION UNANIMOUSLY CARRIED.

15. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:50 p.m.

Respectfully submitted,

John Holman, Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**JULY 28, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, July 28, 2011 at 6:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
George Dvoryak
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jack Hadge, Finance Director
Robert McCoy, Fire Chief - YAUFRR
Sandra Ratcliffe, Deputy Finance Director
Jean Abreght, Stenographer

CALL TO ORDER:

SCHENCK Chairman Schenck called the Strategic Planning session to order at 6 p.m.

HOLMAN Mr. Holman stated that Supervisor Landis had a business conflict and would not be able to attend the meeting.

1. Credit Card Program

HOLMAN Mr. Holman stated that he had provided documentation to the Supervisors with regard to a credit card program. He stated that the goal in reviewing a credit card program option was to provide a convenience to the citizens of the township with an alternative for payments. At the current time the options for payment are by cash or by check, or for sewer payments there are 10 users signed up for ACH. Mr. Holman provided a thorough presentation of the program summarized.

- Citizens Self Service – pilot module allowing a virtual private network including a tracking program for citizen complaints.
- Citizen would log on to Springettsbury Township’s website and click on the site for payments.
- Identify a third party company to handle direct electronic payments that compliments the township’s financial software system, MUNIS.
- Review made of four different credit card programs with the best one found as Official Payment Corp, a system fully compatible with MUNIS.
- OPC is used by a number of different municipalities with success; training is provided.
- Self-imposed deadline to begin the operation is November 1, 2011.

- Citizens can log in to their account and pay their invoice with a credit card. There is a convenience fee between \$3.95 with a cap of \$6.95. Full cost goes to the customer.
- An open item question related to the convenience fee if an individual paid a \$10,000 or larger since it is based on a percentage bill.
- There is no impact on the township's budget.
- There will be no interference with the Susquehanna Bank agreement now handling the collections.
- Computer would be set up in a cubicle in the lobby. It will only be used for the credit card payments handled by the customer.
- Funds are available to the township within two days.

BOWMAN Mr. Bowman asked what would be involved to move forward.

HOLMAN Mr. Holman responded that the contract would be thoroughly reviewed by Solicitor Rausch, Ms. Ratcliffe, Mr. Hadge and himself. The staff will begin by setting up a work plan and working with MUNIS to begin by November 1st; latest by January 1, 2012. The plan would be to begin with the Sewer Department, then Community Development, then Public Works and then the Police Department. PayPal is currently used by the Recreation Department, which will be brought on later.

DVORYAK Mr. Dvoryak asked about the overall staff time, whether it would be more or less and what the impact would be on staff.

RATCLIFFE Ms. Ratcliffe responded that when the system is in place and running, it might be five more minutes a day.

HOLMAN Mr. Holman added that it will reduce the number of insufficient fund checks and liens.

BISHOP Mr. Bishop asked whether there would be the ability to change the plan.

HOLMAN Mr. Holman responded that the township would not be locked in to OPC. There are other options for consideration.

SCHENCK Chairman Schenck noted that there would be a contract to execute.

BISHOP Mr. Bishop suggested that Mr. Holman review the on-line check option and any fees for that option. He thought the fees might be dramatically less. He noted that people are taking iphone pictures of checks and depositing them.

- HOLMAN** Mr. Holman responded that the on-line check option was in the contract they provided, and it was a question that Ms. Ratcliffe had sent back.
- RATCLIFFE** Ms. Ratcliffe noted that it was a flat \$6.95 fee.
- BISHOP** Mr. Bishop stated that on-line checks do not have to go through a credit card company and fees can be much less.
- SCHENCK** Chairman Schenck agreed with Mr. Bishop and stated that he had seen an increase in the echeck with not much of a fee.
- DVORYAK** Mr. Dvoryak asked whether he would be able to save his credit card information in the computer system so that the next time he would not have to re-enter it.
- RATCLIFFE** Ms. Ratcliffe responded that he would not be signing on his account to do this. He would be reviewing his data and putting his information into a shopping cart. It should be able to store the information.
- DVORYAK** Mr. Dvoryak noted he thought it would be a nice service for the constituents.
- HOLMAN** Mr. Holman stated that, with the board's agreement, he would move forward with the process and attempt to have it in place by November 1, 2011.

2. Mid Year Budget Update

- HOLMAN** Mr. Holman provided a six-month review of the 2011 budget. He had provided a spreadsheet of line items in response to a request by Mr. Dvoryak and the board to provide a more real time update of the budget status. Main items are summarized:
- Revenues - \$1,290,748.13; ahead of 2010.
 - Reasons – Real Estate Taxes are down \$30,000. \$75,000 over payment last year from the Tax Collector; Finance Office had to refund.
 - Real Estate Market, stronger real estate transfers.
 - Mercantile Taxes – late payments received in early 2011; improvement in delinquent collections
 - Local Service Taxes – strong; significant improvements.
 - Business Privilege Tax – late payments; improvement in collection of delinquent accounts.
 - Intergovernmental Revenues – Strong fund reflects collections from school districts for Cops in Schools Program.
 - Recycling Grant – Came in earlier than last year.
 - Community Development – Strong homeowner and commercial reinvestment improvements. Permits are good.
 - Fire and EMS – Ambulance donations/memberships received early.

- Insurance proceeds – Received refund: \$356,000 in 2011 versus \$329,000 in 2010. An additional \$220,000 expected in insurance refunds for 2011.
- Earned Income, Mercantile, Local Services Business Privilege taxes all strong.

HOLMAN Mr. Holman stated that, from a revenue standpoint, the township is doing much better than last year. A review of a five-year history of revenues for the first six months revealed that it compares more with a 2007 target year than 2008 or 2009.

- Expenditure Side – Overall down \$481,000 from same period 2010.

DVORYAK Mr. Dvoryak asked how the results would impact the erosion of the surplus.

HOLMAN Mr. Holman responded that if the trend continued he would see the surplus coming down at \$1.7 but not as much as was budgeted for this year. The budget numbers were conservative. If an audit were done at this point, it would probably be \$1.4 to \$1.5 million due to some accrued liabilities. \$1.350 was anticipated to be used in surplus.

SCHENCK Chairman Schenck commented that the discussion was extremely important, but due to some scheduled interviews the discussion needed to continue at a later time.

HOLMAN Mr. Holman responded that the board could take some time to review the document, provide him with any questions, and discuss it in a month.

SCHENCK Chairman Schenck adjourned the meeting at 6:55 p.m.

Respectfully submitted,

John Holman, Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**AUGUST 25, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, August 25, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Mike Bowman
George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Director of Community Development
Betty Speicher, Director of Human Resources
Dori Bowders, Manager of Administrative Operations
Jack Hadge, Finance Director
David Trott, Police Department
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

SCHENCK Chairman Schenck announced that two board members, George Dvoryak and Mike Bowman would not be in attendance due to other commitments. A Quorum of three were present so that business can be conducted; however, all motions need three votes to pass.

B. Recognition of Service to the Township – David Eshbach and Scott Laird

SCHENCK Chairman Schenck stated that two officers, the Police Chief and Lieutenant recently resigned, and the board wanted to properly recognize them for their service to Springettsbury Township. He requested that both Chief Dave Eshbach and Lt. Scott Laird come forward for recognition.

ESHBACH Chief Eshbach stated that Lt. Scott Laird had been hired by the township in February, 1985 and had been promoted to Corporal, Sergeant and to Lieutenant over the 26 plus years of service. He had been assigned to the Criminal

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**AUGUST 25, 2011
APPROVED**

Investigations Division and supervised that division, as well as the Patrol Division. During 2002 he had graduated from the 209th session of the FBI National Academy Program in Quantico, Virginia, an 11-week aggressive course in mental and physical work. Chief Eshbach added that Lt. Laird had been one of his right-hand people. He stated that he could not have done his job as effectively without Lt. Laird's assistance. He expressed his appreciation for his faithful service to Springettsbury Township.

SCHENCK Chairman Schenck presented a certificate recognizing Lt. Laird for his years of service to the township.

ESHBACH Chief Eshbach presented Lt. Laird with his official badge, as well as his service weapon.

SPEICHER Mrs. Speicher presented Lt. Laird with a Centennial book, coffee cup and pens.

LANDIS Ms. Landis presented Mrs. Laird with a bouquet of long-stemmed red roses and expressed appreciation for their family's support.

LAIRD Lt. Laird thanked his family for their support and thanked the residents of the township for allowing him the opportunity to serve them. He also thanked Chief Eshbach and the previous Chief Harold Kessler for all the opportunities they had afforded him during his tenure.

SCHENCK Chairman Schenck stated that Chief Eshbach had joined the department in January of 1986 as a Patrolman, promoted to Corporal in 1992, Sergeant in 1993 and appointed as Chief in 1997 until his resignation in June of 2011. Chairman Schenck noted that Chief Eshbach had taken the Police Department to the level of an accredited department during his tenure. He added that, on a personal note, during his family's time of need, he had been an incredible source of strength, and he thanked him.

LANDIS Ms. Landis presented his official badge in appreciation of his service and dedication to the township.

BISHOP Mr. Bishop presented Chief Eshbach with his service weapon with best wishes from everyone in the township.

SPEICHER Mrs. Speicher presented him with the Centennial book, coffee cup and pens.

LANDIS Ms. Landis presented a bouquet of a dozen long-stemmed red roses to Mrs. Eshbach with the thanks and appreciation of the board, employees and citizens of Springettsbury Township.

ESHBACH Chief Eshbach thanked his wife for supporting him in the job, which he described as not easy and stressful. He encouraged everyone to support and thank the

officers in their job as they go out daily to protect the families and properties of the township. He expressed his personal appreciation to all the officers of the Police Department.

- C. 2011 Pennsylvania Waste Watcher Award Presented to Springettsbury Township by Professional Recyclers of Pennsylvania (PROP).

SCHENCK Chairman Schenck stated that an additional award was to be presented. He introduced Lauren from the Professional Recyclers of Pennsylvania and is the Recycling Coordinator of the Recycling Program in York County

WASHBURN Lauren Washburn stated that she represented Professional Recyclers in Pennsylvania (PROP) and was pleased to present Springettsbury Township Recycling Committee and the Board of Supervisors with the 2011 Recyclers Award. She noted that Springettsbury Township had an exemplary performance in recycling, as well as with the Recycle Bank program. By recycling the township contributes to a \$1 billion industry and provides 52,000 jobs to Pennsylvanians. She thanked the township for its contribution.

DIANGELO Ron DiAngelo accepted the award for the Recycling Committee and noted that without the help and encouragement of the board it would not have been possible.

SCHENCK Chairman Schenck thanked her and noted that the award was something for which the township is very proud, and he added that they are very proud of the Recycling Committee and all their efforts. He thanked Ron DiAngelo for his support.

DIANGELO Mr. DiAngelo noted that the Recycling Committee needed a few more members.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that there had not been any Executive Sessions held since the last meeting, and none had been scheduled for this date.

3. COMMUNICATION FROM CITIZENS

SLATKY John Slatky commented on an August 5th meeting held with Springettsbury, York and Windsor Townships and some state representatives. He asked who from Springettsbury attended the meeting.

HOLMAN Mr. Holman responded that it was a meeting of the Transportation Corridor Group, which meets regarding the road improvements for 24/124 and 83. He had attended the meeting with Mr. Luciani. He noted that the meeting covered a status report on the projects moving forward which affect the three municipalities.

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

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- SLATKY** Mr. Slatky stated his main concern related to the light at Plymouth Road, as he had heard different comments surrounding that light as well as the light at Chambers Road. He asked how he could get a copy of the minutes of that meeting.
- HOLMAN** Mr. Holman responded that he would have to contact Jo Anna Shovlin in Representative Stan Saylor's office. He noted that there is an HOP permit for the light at Plymouth Road in place.
- SCHENCK** Chairman Schenck indicated that if there were minutes of that meeting, they would be glad to share them with him. However, he thought that the meeting was more on a staff level, and there may not have been a requirement for minutes.
- HOLMAN** Mr. Holman noted that he does not receive any minutes. He makes his own notes and provides the information to the board in his Manager's Report. He added that the August 5th meeting dealt more with traffic widening and road improvements and not traffic lights. The project is moving forward as it has been planned for the past eight years.
- SCHENCK** Chairman Schenck reminded Mr. Slatky that it is a PennDOT project, and Springettsbury Township is a participant by default. He thought PennDOT might be the place to check for minutes. He encouraged Mr. Slatky to gather the facts as best as he can and review the HOP which shows the light.
- HOLMAN** Mr. Holman identified the current timing of the project: Phase I - Route 124 from Camp Betty Washington to Hartford; supposed to be bid June 2011 but now moved out to January 2012. Phase II - Hartford to Chambers - scheduled to go out some time mid-2012; job will start and include the light. Phase III – Begin Longstown Intersection widening, 2014; Route 83, Exit 18 to follow.
- LUCIANI** Mr. Luciani noted that he had a complete set of what is called Section 5 and Section 12 in 11X17 size, which are a little hard to read.
- SLATKY** Mr. Slatky was aware of those drawings. He indicated that York Township would not accept them because they were not approved drawings.
- HOLMAN** Mr. Holman commented that they would not be approved drawings until it goes out to contract.
- SLATKY** Mr. Slatky noted that if Springettsbury could get a copy of minutes from PennDOT of that meeting, who was in attendance and what was said, perhaps he could get a better understanding of the project.
- LANDIS** Ms. Landis suggested that perhaps someone from Springettsbury could take some minutes.

- HOLMAN** Mr. Holman reiterated that the notes he takes are documented in his Manager's Report, and Mr. Luciani updates notes as well with regard to any impacts or changes in the plan.
- LANDIS** Ms. Landis noted that it was just a thought in order to answer constituents' questions to clarify their understanding.
- SCHENCK** Chairman Schenck indicated that, since it's called a working meeting, they're probably not required to open them to the public.
- HOLMAN** Mr. Holman responded that it was strictly an update for the engineers and managers to keep abreast of where the state is on the project.
- SCHENCK** Chairman Schenck asked whether PennDOT would permit Mr. Slatky to attend.
- HOLMAN** Mr. Holman responded that he thought that would be possible. The meeting dates and times change.
- SLATKY** Mr. Slatky asked whether the meeting is published/advertised.
- SCHENCK** Chairman Schenck noted that was the difference. There's a statutory requirement for an advertised public meeting such as the Board of Supervisors meeting. It has to be advertised, public comment must be allowed, and minutes must be taken. The PennDOT meetings are more at the staff level and they likely are not required to advertise, etc. Manager Holman knows when the meetings are held, and as a courtesy public attendance could be requested.
- HOLMAN** Mr. Holman added that the public meetings that had been held on the project were advertised and held at Wisheaven.
- SCHENCK** Chairman Schenck stated that they would try to help if they can.
- SLATKY** Mr. Slatky thanked them for their suggestions.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill provided some photographs for the board's review. He noted that the landscapers had come back to the site. They are going to spray broadleaf killer on everything they did and re-seed. No date was given for that process. He asked if the board had an opportunity to review his written report. He had no changes to report.

B. Civil Engineer

- LUCIANI** Mr. Luciani had presented a written report. He noted several updates: (1) LCBC Plan is on the agenda this date for final approval. Word had been received that the signal plan at North Hills and Route 30 changes and pre-emption had been approved. (2) Orchard Hills Development project is nearly completed, and a recommendation for the township to formally adopt the roads for future maintenance will be presented to the board during September.
- SCHENCK** Chairman Schenck noted that the developer had offered to do something on Old Orchard at Witmer intersection.
- LUCIANI** Mr. Luciani responded that they had provided \$38,000 toward improvements. The funds are being held but through their investigation the amount won't do too much at that intersection. They attempted to work with PennDOT to pair up with a contribution to no avail. Speed studies and traffic studies had been done as well.
- SCHENCK** Chairman Schenck commented that PennDOT was considering raising the speed limit on that road.
- LUCIANI** Mr. Luciani responded that the speed limit is 35 going up the hill and 40 coming down the hill. The 85th percentile dictates speed at 40 in both directions. He was not sure it had been resolved.
- HOLMAN** Mr. Holman commented that he had a letter on file concerning the speed limit. He indicated that Witmer will be 35.
- SCHENCK** Chairman Schenck stated that if they are considering raising the speed limit to 45, would there be any way to take a position.
- LUCIANI** Mr. Luciani responded that he could review some of the geometric concerns and sight distances.
- SCHENCK** Chairman Schenck stated that it is lined with houses and driveways.
- HOLMAN** Mr. Holman indicated that the state did the traffic study and they have the authority to set the speed limit.
- LUCIANI** Mr. Luciani reiterated the two outstanding issues: 1) What is the resolution on the speed and, 2) what can be done to fund a viable improvement that will work at that unsafe intersection, since \$38,000 won't be sufficient funding.

5. CONSENT AGENDA

- A. Acknowledge Receipt of July 31, 2011 Treasurer's Report.
- B. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – July 19, 2011.

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REGULAR MEETING**

**AUGUST 25, 2011
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- C. Board of Supervisors Regular Meeting Minutes – July 28, 2011.
- D. Conewago Enterprises, Inc. – BNR Improvements Project – Request for Payment No. 27 in an amount not to exceed \$115,000.
- E. Regular Payables as Detailed in the Payable Listing of August 25, 2011.
- F. LD-07-06 – Time Extension – Triplet Springs – Plan Expires 7/26/11 (New Plan Date 10/22/11).

**MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH F.
MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Motion to Approve Emergency Contract, as authorized by the Township Manager, with Whipps, Inc. for Purchase of Model 924-D1 Stainless Steel Weir Gates in an amount not to exceed \$51,020.

**MS. LANDIS MOVED TO APPROVE THE EMERGENCY CONTRACT AS
AUTHORIZED BY THE TOWNSHIP MANAGER WITH WHIPPS, INC. FOR
PURCHASE OF MODEL 924-D1 STAINLESS STEEL WEIR GATES IN THE AMOUNT
NOT TO EXCEED \$51,020. MOTION UNANIMOUSLY CARRIED.**

- B. Motion to Approve Emergency Contract with Johnston Construction Company for Steel Weir Gate Installation and Bypass Pumping in an amount not to exceed \$284,756.34.

HOLMAN Mr. Holman stated that the amount in the number had changed. The \$284,756.34 would be the insurance reimbursement. Not included in that were two items: \$25,288 for installation of two of the gates not covered by the insurance and two extra gates of \$4,271 for some more bypass pumping, the township's share of it. The insurance will reimburse \$284,756.34 for a total cost of the project of \$314,315.00.

**MS. LANDIS MOVED TO APPROVE EMERGENCY CONTRACT WITH JOHNSTON
CONSTRUCTION COMPANY FOR STEEL WEIR GATE INSTALLATION AND
BYPASS PUMPING IN AN AMOUNT NOT TO EXCEED \$314,315.00. MOTION
UNANIMOUSLY CARRIED.**

- C. Acknowledge Entering into Agreement for Purchase of Easement, Davies Road Sewer Right-of-Way in the amount of \$15,100 plus legal fees for a total amount of \$17,180 (Parcel #46000JJ0043000000).

**MS. LANDIS MOVED TO ACKNOWLEDGE ENTERING INTO AGREEMENT FOR
PURCHASE OF EASEMENT, DAVIES ROAD SEWER RIGHT-OF-WAY IN THE
AMOUNT OF \$15,100 PLUS LEGAL FEES FOR A TOTAL AMOUNT OF \$17,180.
MOTION UNANIMOUSLY CARRIED.**

Stenographer's Note: Item 13 B was moved up on the agenda.

13. NEW BUSINESS

- B. Authorization to Advertise for Receipt of Sealed Bids: Meadowlands Interceptor Project. (Action).

MR. BISHOP MOVED FOR AUTHORIZATION TO ADVERTISE RECEIPT OF SEALED BIDS FOR THE MEADOWLANDS INTERCEPTOR PROJECT. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

- A. LD-10-03 – Lancaster County Bible Church – 10/7/11 (Action)

BAUGH Mr. Baugh presented LD-10-03 for the Lancaster County Bible Church. The plan proposed converting the previous Saturn dealership site to LCBC. He noted the property is zoned in the Flexible District. He provided several overhead photographs showing the existing site and systems, conditions and proposed conditions along with the proposed façade of the building. He reported that the Planning Commission recommended approval with the 13 conditions, and the staff concurred with Planning Commission. All but six conditions had been met since the Planning Commission meeting and most of those are administrative. The Saturn site will become the LCBC site and they had graciously consented to plant 35, 50 foot tall trees. They are requesting approval.

SCHENCK Chairman Schenck stated that the board had previously approved the preliminary plan. He asked about the HOP.

BAUGH Mr. Baugh responded that the HOP had not been received. The developer is attempting to have all of the property owners along North Hills Road to sign off on the proposal, and there is one not yet completed. If that does not happen they are willing to indemnify the project so they can proceed.

SCHENCK Chairman Schenck asked about the situation with AESYS, the adjoining property owner.

LOBACH Attorney Lobach indicated discussions continue concerning some of the details of the access point. The Highway Occupancy Permit for that intersection close to that driveway was discovered and there is a reported right-of-way from York Shipley. They only need their consent.

SCHENCK Chairman Schenck commented that one of the businesses along there was concerned about the left turn near the light. He asked whether there would be dual left turns the whole way to the light.

LUCIANI Mr. Luciani noted that there will be dual left turns from AESYS to Industrial Highway.

- BAUGH** Mr. Baugh commented that it will be similar to a portion of East Market.
- SCHENCK** Chairman Schenck commented that the one difference is that it will be properly striped.
- LCBC** The developer commented that there will be three sets of arrows.
- BAUGH** Mr. Baugh noted that it will be an improvement but not the ideal situation.
- LANDIS** Ms. Landis asked what he would consider to be the ideal situation.
- BAUGH** Mr. Baugh responded that it would be a boulevard.
- LANDIS** Ms. Landis noted her only concern was the very busy intersection and she could see some major traffic issues.

MR. BISHOP MOVED WITH REGARD TO LAND DEVELOPMENT PLAN LD-10-03, LCBC, FOR FINAL PLAN APPROVAL WITH THE SIX CONDITIONS LISTED ON THE AUGUST 25, 2011 MEMORANDUM. MESSRS BISHOP AND SCHENCK VOTED APPROVAL; MS. LANDIS VOTED OPPOSED.

- SCHENCK** Chairman Schenck asked Solicitor Rausch for an opinion.
- RAUSCH** Solicitor Rausch responded that the plan is denied.
- SCHENCK** Chairman Schenck asked what the implications would be and what options would be available on a plan denial.
- RAUSCH** Solicitor Rausch responded that the township will have to cite a reason for the denial within 15 days and the applicant then has the opportunity to appeal.
- LCBC** The LCBC representative asked for the grounds for denial.
- SCHENCK** Chairman Schenck responded that he did not know the grounds of the denial. He stated that this board had this problem one other time in his history with the township. They are a five-member board, with only three members present and only two voted yes. That is not a majority of the board. The courts determined it was the same as a denial. Now this board needs to specify the legal reason for the denial. If LCBC appeals in the courts, LCBC will prevail. The appeal needs to be done within 15 days.
- RAUSCH** Solicitor Rausch responded that he was correct unless the board would want to go into Executive Session at this time.
- BISHOP** Mr. Bishop asked whether there was a reason to state the denial.

LANDIS Ms. Landis noted agreement with an Executive Session.

SCHENCK Chairman Schenck indicated agreement because they do not have a reason.

BISHOP Mr. Bishop asked Ms. Landis whether she had a reason.

LANDIS Ms. Landis responded that she would like to see the HOP back first, and it was not back yet.

BISHOP Mr. Bishop noted that the motion was made contingent on the HOP being approved.

LANDIS Ms. Landis asked where.

SCHENCK Chairman Schenck responded that it was stated in the proposed motion. He explained that it is a condition of approval, and if they do not get an HOP then it would not be approved.

LOBACH Attorney Lobach noted that process was supported routinely.

SCHENCK Chairman Schenck asked whether Ms. Landis would like to have a brief session for discussion.

LANDIS Ms. Landis responded that she would.

Stenographer's Note: The Board and the Solicitor adjourned to Executive Session at 8:11 p.m. They reconvened at 8:16 p.m.

SCHENCK Chairman Schenck called the meeting reconvened. He stated that an Executive Session was held to discuss potential litigation surrounding the plan. Following discussion, the dissenting voter may speak or potentially reconsider.

LANDIS Ms. Landis stated that the one item that was overlooked and the reason why she voted no was because she had not seen the recommended motion for the condition of the Highway Occupancy Permit. She had been confused and that was why she stated a no vote.

RAUSCH Solicitor Rausch asked if she wished to change her vote.

LANDIS Ms. Landis responded that she wished to change her vote to a yes vote.

RAUSCH Solicitor Rausch stated that the record will reflect three ayes on the motion to approve with those conditions.

**MESSRS. BISHOP, SCHENCK AND LANDIS VOTED IN FAVOR OF THE PLAN.
MOTION UNANIMOUSLY CARRIED.**

8. COMMUNICATION FROM SUPERVISORS

SCHENCK Chairman Schenck noted that he had a comment for the Solicitor.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch stated he had nothing to add to his written report.

SCHENCK Chairman Schenck stated that he had presented some photographs to Manager Holman concerning a mobile sign in the township. He questioned whether this would be enforced to the business with the name on the sign or to the sign contractor.

BAUGH Mr. Baugh responded that the formal enforcement notice lists the property owner. They also list other people. In this case, the others will be the sign provider.

SCHENCK Chairman Schenck commented that he wondered whether the business advertiser realized their sign was illegal.

RAUSCH Solicitor Rausch stated that enforcement goes to the property owner or the occupier of the property that's in violation.

BAUGH Mr. Baugh noted that it was a valid point. If a business is moving a sign that's illegal, they would tell the contractor not to do it. He asked whether listing a business under "other" would jeopardize anything.

RAUSCH Solicitor Rausch responded that it might raise a legal issue and they should discuss it.

BISHOP Mr. Bishop noted his interest in knowing whether there were any potential changes to the zoning ordinance that would make enforcement easier and assure that the actual advertiser knows they're advertising illegally. He thought it might be worth some research.

RAUSCH Solicitor Rausch stated he would check on it and advise the board.

10. MANAGER'S REPORT

HOLMAN Mr. Holman stated he had nothing to add to his reports.

SCHENCK Chairman Schenck noted for the board that Mr. Holman had included in his Manager's Report a time line of information on the Police Chief transition.

Chairman Schenck requested everyone to review it and make comments at a later date.

11. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2011-41 – Additional Street Lighting Along Eden Road as Part of the Harley Davidson Project.

MR. BISHOP MOVED TO ADOPT RESOLUTION NO. 2011-41, STREET LIGHTS ALONG EDEN ROAD. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2011-42 – Application for County Aid in the amount of \$10,000 for Annual Road Projects.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-42. MOTION UNANIMOUSLY CARRIED.

- C. Resolution No. 2011-43 – Transfer of Restaurant Liquor License No. R-17128 into Springettsbury Township (Giant Food Stores, LLC)

SCHENCK Chairman Schenck stated that a Public Hearing had been held earlier this date on a potential liquor license transfer into the township.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-43, TRANSFER OF RESTAURANT LIQUOR LICENSE FROM R-17128 INTO SPRINGETTSBURY TOWNSHIP, GIANT FOOD STORES, LLC). MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

- A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop stated that he had nothing to report.

13. NEW BUSINESS

- A. Acknowledge Receipt of Commonwealth of Pennsylvania Liquid Fuels Tax Fund Examination Report for the two years ended December 31, 2009.

MS. LANDIS MOVED TO ACKNOWLEDGE RECEIPT OF THE COMMONWEALTH OF PENNSYLVANIA LIQUID FUELS TAX FUND EXAMINATION REPORT FOR THE TWO YEARS ENDED DECEMBER 31, 2009. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck reported that the board had interviewed a potential candidate for the Park and Rec Board, Mr. High, who is the Assistant Principal at the Middle School, and he is very interested.

**MR. BISHOP MOVED TO APPOINT MR. HIGH TO THE PARK AND REC BOARD.
MOTION UNANIMOUSLY CARRIED.**

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:30 p.m.

Respectfully submitted,

John Holman, Secretary

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**SPRINGETTSBURY TOWNSHIP
PUBLIC HEARING – LIQUOR LICENSE TRANSFER**

**AUGUST 25, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Public Hearing on Thursday, August 25, 2011 at 6:45 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Mike Bowman
George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jim Baugh, Director of Community Development
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Public Hearing to order at 6:45 p.m. He stated that the purpose of the hearing was to hear a request to transfer a liquor license from one municipality to another, which requires the approval of the local governing body.

2. NEW BUSINESS

A. Transfer of Pennsylvania Liquor License No. R-17128 from 7127 Lincoln Highway, Thomas, PA to 2415 East Market Street, York, PA.

RAUSCH Solicitor Rausch noted that the applicant was present and requested them to present their information. The purpose of the hearing is to determine whether or not the transfer of the liquor license in the township will be detrimental to the township.

KOZAR Attorney Mark Kozar represented Giant Food Stores, LLC. He introduced John MacDonald, Director of New Business Ventures for Giant Food Stores, LLC. They were present to request the township approve the Resolution permitting inter-municipal transfer of the license from outside the township to within the township pursuant to Title 47, Section 461B3 of the Liquor Code to be used for a new market café restaurant which will be built in the Giant store at 2415 East Market Street. He provided background information on the Giant Food Stores and indicated that they are planning a multi-million dollar

remodel that will include a 36-seat market café in Springettsbury Township. They are applying for the transfer of a full R restaurant liquor license which would permit them to sell beer, wine and spirits. They have no plans to sell wine or spirits at this point in time. They are only going to sell beer for all clients' consumption and to go. He stated that Giant has a self-imposed two-beer limit for on-premises consumption which requires a food purchase. They will have a wide selection of beer available. The hours of operation for the restaurant will be 8 a.m. to 10 p.m. Mondays through Saturdays and 11 a.m. to 10 p.m. on Sundays. All of the individuals who work in the café will receive alcohol server training, including RAMP training by the Bureau of Liquor Enforcement. There will be only two cash registers that will be permitted to check beer out. There is a 100% carding policy in place at Giant.

SCHENCK Chairman Schenck asked how soon the renovations and implementation will be made.

KOZAR Attorney Kozar responded that renovations will not start until the beginning of 2012 and with a completion date of spring of 2012.

SCHENCK Chairman Schenck noted that the item is stated on the agenda for potential action during the Regular Meeting at 7 p.m.

3. PUBLIC HEARING

SCHENCK Chairman Schenck stated that the purpose of a public hearing is to hear any public comment. He asked for any public comment or questions.

STUHRE Charlie Stuhre, 3680 Trout Run Road, asked whether the facility would just serve beer or include hard liquor and wines as well.

KOZAR Attorney Kozar responded it would be beer only at this time.

STUHRE Mr. Stuhre asked whether the newly renovated part of the store will be walled or partitioned so that the children can't wander in.

KOZAR Attorney Kozar responded that the PLCB requires four-foot high walls around with a four foot opening, so it will be segregated.

LANDIS Ms. Landis asked for the location of the café in the store.

MACDONALD Mr. MacDonald responded that it will be going in on the right-hand side of the store, facing the store. It will be in conjunction with the produce area.

LANDIS Ms. Landis asked who the beer police will be.

**SPRINGETTSBURY TOWNSHIP
PUBLIC HEARING – LIQUOR LICENSE TRANSFER**

**AUGUST 25, 2011
APPROVED**

- KOZAR** Attorney Kozar responded that the employees who work at the cash register will be dedicated to the café area. They will be trained as well.
- RAUSCH** Solicitor Rausch asked about the timing.
- KOZAR** Attorney Kozar responded that the café will be opened at 8 a.m. The store is open 24/7.
- RAUSCH** Solicitor Rausch asked whether alcohol could be served that early in the morning.
- KOZAR** Attorney Kozar responded that the hours stated in the Pennsylvania Liquor Code are 7 a.m. to 2 a.m. the next morning.
- SURTASKY** Tony Surtasky asked how many other stores have this offer.
- KOZAR** Attorney Kozar responded that there are 75 grocery stores in Pennsylvania that have restaurants and sell beer.

4. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the Public Hearing at 6:59 p.m.

Respectfully submitted,

John Holman
Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**SEPTEMBER 8, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, September 8, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
George Dvoryak
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Director of Community Development
Betty Speicher, Director of Human Resources
Dori Bowders, Manager of Administrative Operations
Bob McCoy, Chief, YAUFR
David Trott, Police Department
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance. He announced that board member Don Bishop may join the board at a later time; however, he is attending a meeting with York County officials.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. August 25, 2011 – 8:11 p.m. – Potential Litigation

SCHENCK Chairman Schenck announced that a brief Executive Session had been held during the August 25th meeting where a potential litigation surrounding a plan approval was discussed. He added that an Executive Session had been scheduled for this date to discuss personnel matters.

3. COMMUNICATION FROM CITIZENS.

GUNNING Paul Gunning of 2205 East Philadelphia Street brought forward his concerns regarding the church at 2315 East Philadelphia Street. His concerns were:

- Question whether it is a religious or a commercial facility.

- Dance Studio has opened; appears people are renting space in the building.
- If use is not a permissible activity then have it be discontinued.
- Continuous traffic afternoons and evenings; 30 to 40 cars in one evening on the lot.
- Zoning officer has investigated and was satisfied with the response.
- Property is zoned R7, Residential

RAUSCH Solicitor Rausch responded that an additional inquiry can be made to investigate whether the activities are connected with the church. If they are independent third parties an issue could be raised.

GUNNING Mr. Gunning noted his appreciation for anything the board could do.

DEAMER Allan Deamer, 3405 East Market Street, represented Reistville Builders and addressed the board about two lots on Druck Valley Road. He explained that he had been attempting to get a lot line changed for over a year and had spent \$16,000 to date. He has a preliminary plan and now would need a final plan approval to move forward with just the lot line change. He has no plans to build on the lots, which are for sale. He has a signed contract for the property to the east but he cannot spend any more money to convey the land. He asked the board whether there would be any way to move the lot line. The buyer has no intention to build on the lot.

Additional discussion took place, summarized:

- Minor subdivision waivers were created in 2004; utilities issues, sight distance, etc.
- Could be referred to the Planning Commission for review.
- SALDO - One size does not fit all circumstances; could be further reviewed.
- Potential buyer could waive building rights, etc. if necessary.
- Potential buyer would inherit the preliminary plan in place.

RAUSCH Solicitor Rausch stated that a subdivision approval is necessary to move lot lines. He added that the requirement is by state law.

SCHENCK Chairman Schenck recommended that Mr. Deamer meet with all involved parties including the potential buyer and staff to form a plan. He noted that if the board needed to take some action, the board would be open to that.

DEAMER Mr. Deamer indicated that he would attempt to get the buyer involved. He thanked the board.

KAHLBAUGH Keith Kahlbaugh, 1700 Deamerlyn Drive, brought forward the matter of stormwater issues affecting his property. He stated that he had been dealing with the problem for over five years or longer. He noted the following points:

- Stormwater pipe runs behind their land across Pleasant Valley Road from the farmer's land on the hill.
- Water backs up into their yard and onto the road; on another occasion water backed up against foundation; runs a foot deep on average.
- Townhouses are affected – water in their garages and into their homes.
- Spoke with Mr. Lauer about sediment build up in the pipe; spoke with Mr. Holman; worked with Charlie Lauer and John Luciani.
- Kinsley came out and did some additional maintenance to help resolve the issue. He is responsible for both sides of the pipe.
- Conservation District to become involved.
- Pipe seems to be handling the runoff; sediment was removed.
- Erosion upstream from Farmer Miller's property; he had made some improvements.
- Damage has continued to their yard, fence, lost mulch and main concern is affecting the foundation and the structure and longevity of the home.

KAHLBAUGH Mr. Kahlbaugh presented the board with some photographs of the current water event. He hoped something could be done to find a resolution.

HOLMAN Mr. Holman stated that an MS4 list is being developed for storm water issues. He noted that Mr. Kahlbaugh had provided some excellent videos which help in determining the problem. He and Mr. Luciani will be working on the solution and call in the Conservation District to see what else can be done.

DVORYAK Mr. Dvoryak commented that he was certain some of the condo owners had water in their homes, not in basements because they are on slabs.

HOLMAN Mr. Holman noted that if a resident had damage they should telephone the township reception desk and provide their information as there is a list being compiled for PEMA to be submitted to the County Emergency Management. If a disaster is declared then there is a process that will take place as to damage assessment. He encouraged residents to photograph and document everything.

KAHLBAUGH Mr. Kahlbaugh appreciated the help that had been provided, including Mr. Kinsley.

KAHLBAUGH Anne Kahlbaugh, 1700 Deamerlyn Drive, stated that she thought the problem definitely was the pipe. She noted she watched the stormwater and took the videos. When the water comes into the pipe, it can't accept any more, streams down Pleasant Valley and into a low point into the condos. During heavy rains the water cuts across their property and funnels down through Pleasant Valley Road. She asked that people step up and get it resolved.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart-Horn

CRABILL Mr. Crabill had provided a monthly report. He indicated he had several updates:

- Meadowlands Pump Station – Project was advertised and went out to bid September 3, 2011
- Wastewater Treatment Facility and Collection System – Present condition included some flooding of equipment, new effluent bar screens. Compacter motors both started and ran. Mr. Hodgkinson made a quality decision to pull the motors and shut the plant down. BFD's that run the pumps were not damaged. The influent meter vault flooded, which damaged the transmitter. There was some paving and some fence damage. The effluent pipe to the plant had a vault on the line that lifted the lid. There were some small air conditioning units, ground mounted will need to be replaced. Most important factor is that recovery time will be very short. Staff was busy all night keeping things dried out. Damage assessment is being compiled, as well as an action plan. DEP was notified and no action is expected by DEP.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had provided a written report. In addition, he updated the board on several problem areas during the storm. He noted that he will provide an assessment and photographs for the board at the next meeting.

- Kingston Road – Pipe that was repaired worked well; however, approximately three dump truck loads of rock washed down from upstream neighbors and plugged the outlet structure and closed the road for a portion of time.
- Strawberry Fields – Developer built inlet to tie out Strawberry Fields and went to a smaller pipe. Water ripped open a hole and caused significant damage. The road is undermined and very dangerous, very steep, no lighting. At present there are wood barricades with flashers placed. Repairs are being contemplated as quickly as possible due to the safety issues for the traveling public.
- PennOaks – Utility boxes and underground electric and gas lines are sagging. These too are necessary to repair quickly.

Mt. Rose Avenue Road Project

Mr. Luciani presented overhead drawings and photographs of the three segments of the project showing the areas where sidewalks exist, as well as areas where

there are no sidewalks. Sidewalks exist in front of Burger King, Pizza Hut, Members First Credit Union, the apartments and portions of Heritage Hills area. In those areas PennDOT will demolish and replace the existing sidewalks at their cost. The township will be responsible for approximately \$89,000 worth of sidewalks but will not be responsible for the grading and retaining walls.

HOLMAN Mr. Holman stated that PennDOT had requested a Contribution Agreement, and if the board approves that agreement, it needed to be returned to PennDOT within the next few months.

DVORYAK Mr. Dvoryak recalled that the estimates were approximately \$50,000.

HOLMAN Mr. Holman responded that the original estimate was between \$52,000 to \$54,000. A portion was counted for within the Heritage Hills Development Plan.

SCHENCK Chairman Schenck recalled that the estimate was approximately \$50,000 to \$55,000 with a \$55,000 improvement contribution from Heritage Hills.

HOLMAN Mr. Holman noted that the agreement with Heritage Hills provides a certain amount towards the traffic light, and up to \$50,000 specifically for sidewalks.

SCHENCK Chairman Schenck added that it would be contingent upon their building the water park. It could cost the township \$89,000 or \$45,000 depending upon whether Heritage Hills builds the water park or not.

DVORYAK Mr. Dvoryak commented that it would set precedence for the township to construct these sidewalks. He did not think the township had done so before.

LUCIANI Mr. Luciani responded that the township had installed sidewalks for Safe Routes to School in the Central High School area.

DVORYAK Mr. Dvoryak noted that was done with federal grants.

LUCIANI Mr. Luciani added that the township paid the engineering, environmental, inspection and design costs.

HOLMAN Mr. Holman noted that he asked Mr. Luciani to make a full presentation on the project as it had been some time since it had been reviewed. He stated that no decision was needed this date. The Solicitor had reviewed and commented on the Contribution Agreement. The state had no problem with it, and they're going to be sending back a revised agreement with the Solicitor's comments added.

RAUSCH Solicitor Rausch commented that the Second Class Township Code has a procedure where an assessment can be made on sidewalks for the affected properties if the board chose to do that. He thought it was limited to 15%. The

property owner can't be charged more than 15% of the assessed value of the property. So depending on what that value is that would be another option too. If sidewalks are approved, general funds could be used, advance the money and then assess the property owners.

DVORYAK Mr. Dvoryak stated that he did not think the board really knows how many pedestrians actually use that side. When he does go by there he never saw anyone walking there. However, it was mentioned that there is a visible well-worn path.

HOLMAN Mr. Holman stated that he had seen pedestrians walking along there. He added that safe pedestrian paths are noted in the Comp Plan.

DVORYAK Mr. Dvoryak stated that he had seen other areas in the township where there is a lot of foot traffic with no sidewalks. He questioned which areas are more deserving of getting the sidewalks or appropriating funds toward specific areas.

HOLMAN Mr. Holman indicated that the timing for the discussion came from the state's handling of all the additional costs for retaining walls, purchasing of all additional rights-of-way. The township cost is strictly for sidewalk.

LUCIANI Mr. Luciani added that the township will pay only for the material. There will be no contract management or design work and/or dealing with property owners.

LANDIS Ms. Landis commented that it would still be money spent. She noted on a daily basis she observes pedestrians at York Town Center to Galleria Mall walking that area. She could mention other areas in the township where a potential tragedy could take place than on Mt. Rose Avenue. She had never seen anyone walking on Mt. Rose Avenue. She understood that the state would be putting money into the project. However, the township money could be used in other areas of the township.

LUCIANI Mr. Luciani asked if the board had any other questions on his engineering report.

HOLMAN Mr. Holman stated that the state pushed the contract to January, 2012. He will need the original Contribution Agreement back.

LANDIS Ms. Landis asked if he was looking for a motion.

SCHENCK Chairman Schenck responded that the revised Contribution Agreement had not been returned to date.

HOLMAN Mr. Holman responded that he was correct. He did not expect to receive the agreement for several weeks as it had to go through the State Attorney General's office.

5. CONSENT AGENDA

- A. Board of Supervisors Strategic Planning Meeting Minutes – July 28, 2011
- B. Board of Supervisors Regular Meeting Minutes – August 25, 2011
- C. Kinsley Construction – Marlow Drive Sanitary Sewer Project – Request for Payment No. 1 in an amount not to exceed \$67,397.62.
- D. Regular Payables as Detailed in the Payable Listing of September 8, 2011

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH D. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

There were none for action.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

DVORYAK Mr. Dvoryak reported that he had counted the vote on September 7th of the Republican Committee, and the nominee to the ballot for Tax Collector on the Republican side is Stella Surdich.

SCHENCK Chairman Schenck noted that he had met Ms. Surdich and she is a very nice lady. He brought forward a subject for consideration, that being the use of an office within the township building for the Tax Collector. He asked that the item be placed on the agenda for the next meeting.

HOLMAN Mr. Holman responded that he would place it on the next agenda.

RAUSCH Solicitor Rausch stated for clarification that the winner of the election for Tax Collector in November will fill the unexpired term and in two years they will have to run again.

SCHENCK Chairman Schenck asked again concerning the mobile sign that is now at Eastern and Haines. He stated that he was simply asking to brainstorm whether it is purely a zoning issue. He wondered whether the person who wants the sign gets the permit because that person has a stake in it. Just chasing the signs around is not fair to the people who play by the rules. If the signs are to be legal, then they should be made legal.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch reported that the zoning issues with Mr. Darrah at Graham Street continue. The area is very restricted zoning, open space, plus the land is designated as a floodway. Solicitor Rausch provided the board with some photographs. He noted that Mr. Darrah had constructed a storage building on the property without a permit. The township had cited him for that and actually filed an action with a District Justice. During the storm over the past few days revealed that the storage building was gone and went underneath the Eberts Lane bridge and landed on the other side. He noted he thought it actually blocked that waterway and may have contributed to the flooding on Interstate 83.

HOLMAN Mr. Holman stated that floodway or flood plain zoning comes straight from the Army Corps of Engineers, EPA and DEP.

RAUSCH Solicitor Rausch noted that he did not think anyone had been hurt during that event; just some property damage.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that he will continue to provide updates with regard to storm remediation and damage assessments and, of course, emergency contracts. He stated that he had gone out and thanked all the various township personnel who had put all their effort in during the storm event. He and Mr. Crabill plan to visit Mr. Hodgkinson following adjournment of the meeting to ascertain that everything is working well. In addition, he wanted to thank residents who assisted in cleaning the storm water grates.

11. ORDINANCES AND RESOLUTIONS

**MR. DVORYAK MOVED TO AUTHORIZE ADVERTISING THE ACT 32
ORDINANCE SUBJECT TO ANY MINOR CHANGES RECOMMENDED BY THE
YORK AREA TAX BUREAU. MOTION UNANIMOUSLY CARRIED.**

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

DVORYAK Mr. Dvoryak provided an update. He stated that PERF had essentially finished their study and the expectation is within the next 30 days will be presenting their findings to YorkCounts and the Task Force.

13. NEW BUSINESS

A. Acknowledge Receipt of Minimum Municipal Obligation for Pension Plans.

MS. LANDIS MOVED TO APPROVE ACKNOWLEDGMENT OF RECEIPT OF MINIMUM MUNICIPAL OBLIGATION FOR PENSION PLANS. MOTION UNANIMOUSLY CARRIED.

B. Authorization to Approve Tax Refund Requests for the Following Parcels:

- 1) American Tower Corporation (Parcel #46-KI-136 T0001) in the amount of \$72.31.
- 2) York OPA LLC (Parcel #46-JJ-5-0000) in the amount of \$1.74.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO APPROVE THE TAX REFUND LISTED 1) AND 2). MOTION UNANIMOUSLY CARRIED.

C. Appointment of Steven Kohler to Historic Preservation Committee

MS. LANDIS MOVED TO APPOINT STEVEN KOHLER TO THE HISTORIC PRESERVATION COMMITTEE. MOTION UNANIMOUSLY CARRIED.

SCHENCK Chairman Schenck reminded the board of the Executive Session to be held immediately following adjournment to discuss personnel issues.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:35 p.m.

Respectfully submitted,

John Holman, Jr.
Secretary

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**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**SEPTEMBER 22, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, September 22, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Director of Community Development
Mark Hodgkinson, Director of Wastewater Treatment Plant
Betty Speicher, Director of Human Resources
Dori Bowders, Manager of Administrative Operations
Bob McCoy, Chief, YAUFRR
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. September 8, 2011 – 8:40 p.m. - Personnel

SCHENCK Chairman Schenck announced that after the September 8th meeting a Executive Session was held to discuss personnel issues. He announced that following the meeting this date, a Session will be held to review the Collective Bargaining Agreement negotiations regarding the Teamsters.

3. COMMUNICATION FROM CITIZENS

ROSEVEAR Mr. Bill Rosevear, 645 Marlow Drive, discussed the recent flood event. He was among a number of Marlow Drive residents who voiced their concerns about flood damage to their properties. Mr. Rosevear had three main issues:

communications by the township, Marlow Sewer Line project and the September 7th storm event.

- Communications by the township – As a property owner he had no knowledge that the Marlow Sewer Line project was taking place until One Call marked the properties.
- Marlow Sewer Line project – He would like further information including when the work would be completed
- September 7th Storm Event – Experienced heavy flooding at his property; measured 8.8 inches of rain at his residence. Storm sewers/drains were full of debris which he had cleaned out. Storm water issues in his neighborhood need to be addressed.

SCHENCK Chairman Schenck thanked him for his comments. He asked Mr. Crabill for an update on the Marlow Drive project.

CRABILL Mr. Crabill responded that the paperwork had been completed and the paving will be cleaned up before winter. Final paving will be done in the spring. Restoration of grassy areas should have taken place but definitely will be done before winter.

ROSEVEAR Mr. Rosevear noted that there had been damage to one inlet where there is a hole in one of the drains. He had been told that Kinsley would repair the drains. He requested further information.

SCHENCK Chairman Schenck thanked Mr. Rosevear for his comments, as well as for the work he had done to dig open the drains with the debris clogging them. He noted as well that, as far as the Marlow Sewer project, it had been discussed for years, budgeted and presentations had been given to provide information about the project.

ROSEVEAR Mr. Rosevear noted that he had recently retired and had not been a resident of the township for very long so he had not been aware of the discussion, etc.

DAVIS Dr. Davis of 3389 Harrowgate Road discussed the damage to his home, in which he had lived for 35 years. He had extensive damage to his downstairs, furnished with antiques. The flash flooding had floated away his central air conditioners leaving gaping holes for the water to enter his home. Things are mildew and moldy, and he can only live in one room. His insurance adjuster had visited the home and will return. FEMA had been there and both had indicated the extensive damage.

SMITH Fred Smith, 3290 Harrowgate Road, provided additional photographs for the board. He noted that he had been advised by his insurance company that they will

not pay for anything. He had not seen an attorney to date. He reported that when he called into the township to see if the township was responsible or what he could do, he was told that the township was not responsible for any storm water runoff and that he should sue his neighbors because the drain behind was flooded. He had contacted FEMA and they had come and inspected his home.

BISHOP Mr. Bishop noted that he would appreciate getting additional information about the communication that he had with the township that told him to sue his neighbors. He asked Mr. Smith to provide the details so that the board could investigate and correct the situation.

SMITH Mr. Smith responded that he was sure he could provide additional information from his documentation at his residence.

RAUSCH Solicitor Rausch asked if the water had come from Marlow and how long he had lived in his home.

SMITH Mr. Smith responded that the water had come from Marlow and that he had lived in his home about 16 years. They had never had a water problem, but he understood that trying to control that much water would be a large problem. If the drain line had been open, it probably would not have been as bad.

SCHENCK Chairman Schenck indicated that debris clogging the storm water system throughout the township was the biggest problem.

SMITH Mr. Smith indicated that he had to cut out all the carpets and discard them. He has dehumidifiers going throughout the home because his wife is allergic to mold. They had cleaned up as best they could.

SCHENCK Chairman Schenck thanked him and noted that he understood.

GAY Margaret Gay, 640 Marlow Drive, provided additional photographs. She stated that her home is at the top of Marlow Drive and that the water problem is coming from the property behind them. She noted that every time it rains heavily her yard turns into a swamp. She cleans out her drains, but the water goes around her house and out into the street. She indicated that FEMA had come to her property but had denied her claim indicating she had insufficient damage and that she had insurance. She noted that her insurance won't cover anything and she has estimated approximately \$15,000 to \$20,000 to fix her home. She commented about whether she should sue her neighbors. She does have some drain pipes in her yard to assist in the runoff.

SCHENCK Chairman Schenck responded that he could not advise her about anything legal. He stated that he had experienced flood damage as well including raw sewage in

his basement as a result of the flood, which was an unusual event. He indicated that the township is making a list of the problem areas and will investigate the storm water systems throughout the township. If there are systems that are supposed to be functioning and aren't, the township can attempt to do something about it. They are taking all the concerns seriously and will do all that is possible to correct the situation. He added that residents are encouraged to get their damage on record with the township as it could mean that the township could receive grants and assistance and make other things available that can be used as tools to get some help.

4. ENGINEERING REPORT

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill had provided a monthly report. He updated the board with the fact that the Meadowlands Pump Station pre-bid had been conducted. There are 13 companies that pulled documents, and it appeared to be a popular project

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had submitted his monthly report. He indicated, for the residents of Marlow Drive, he and Mr. Holman had visited Mrs. Gay's property. They are in the process of pulling the plans to determine what easements there are. Mrs. Gay is correct in that there are other townships that contribute to the problem. Mr. Luciani noted that there are parts of the township where there is no storm water management. York County was not unique to the state of Pennsylvania back in the 1980's when most of the builders just put pipes in to handle runoff. At this time there are ordinances that require builders to reduce storm water runoff by 50% and that is one way to correct some of the wrongs of 20 and 30 years ago.

SCHENCK Chairman Schenck added that during this storm event he had driven purposely through some of the newer developments that had been subject to the new storm water regulations. There was not one single area flooded so the new regulations are working.

LUCIANI Mr. Luciani provided a presentation on the Harley-Davidson relocation of their truck entrance onto Eden Road. He noted the following points:

- Temporary signal allows one-way traffic to flow.
- Eden Road to be rebuilt around to Gate 5
- Structural integrity of that roadway will not withstand the truck traffic.

- Stronger sub-base will be built up with new technology, plastic mat, stone, and an additional plastic mat and stone.
- They are working to get binder in this year and put overlay down next spring.
- Additional storm water basins to be installed at Harley's expense to assist with water runoff.

BISHOP Mr. Bishop asked about the Metso parking lot and whether the issue had been caused by the facility that was required to be built underneath.

LUCIANI Mr. Luciani responded that he was correct. He stated that engineers were concerned about the 100 year storm event, and DEP stated that when a parking lot is paved and the water runs off it needed to be put back into the ground. Because York County has a great deal of limestone, sinkholes have developed. He cited areas where sinkholes had developed: Yorkshire Elementary, Senior Life and along Route 30. Kinsley, per the state's direction, directed the water underground into big pipes, which ponds under the ground, erodes the limestone and creates the sinkhole. Mr. Luciani stated it was very difficult to get a waiver from the requirement. He and other engineers with Kinsley are working to create a Plan B.

5. CONSENT AGENDA

- A. Acknowledge Receipt of August 31, 2011 Treasurer's Report.
- B. Board of Supervisors Public Hearing Meeting Minutes – August 25, 2011.
- C. Board of Supervisors Regular Meeting Minutes – September 8, 2011.
- D. Gettle Incorporated – BNR Improvements Project – Request for Payment No. 21 in an amount not to exceed \$173,801.58.
- E. Regular Payables as Detailed in the Payable Listing of September 22, 2011.
- F. SD-10-02 – Time Extension – Harley Davidson Campus Separation – Plan Expires 9/30/11 (New Plan Date 12/29/11).

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH F. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Execute the 2012 Animal Care and Housing Agreement with the York County SPCA in an amount not to exceed \$13,334.

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO EXECUTE THE 2012 ANIMAL CARE AND HOUSING AGREEMENT WITH THE YORK COUNTY SPCA IN AN AMOUNT NOT TO EXCEED \$13,334. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

BISHOP Mr. Bishop reminded everyone of Saturday in the Park September 24, 2011.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch noted that he had nothing to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that the Actuary, Tom Zimmerman, had notified him, as well as the state, that the township's state aid for 2011 will increase significantly for the pensions from \$3,234 to \$5,594. He and Mr. Zimmerman are working on the best way to process this. It is good news; however, because they have had companies pay early, that could be a problem for the township. He noted that he adjusted the budget to reflect this for 2012.

Mr. Holman reported that Benchmark had obtained a reduction in the insurance rates for energy purchases for the York Consortium. They will be buying through Liberty Power approximately 18% of generation so that within the next 40 days there will be a reduction of the electric bills of approximately 11.8% for municipal, sewer and YAUFRR expenses. The rate is guaranteed for the year.

Mr. Holman reported that 90% of the discussion during the Manager's Meeting dealt with the storm issues throughout all the municipalities.

11. ORDINANCES AND RESOLUTIONS

A. Resolution No. 2011-46 – Authorization to Enter into a Sidewalk Reimbursement Agreement with PennDOT for Route 124.

MR. BISHOP MOVED TO ADOPT RESOLUTION 2011-46 AUTHORIZING ENTERING INTO A SIDEWALK REIMBURSEMENT AGREEMENT WITH PENNDOT FOR ROUTE 124.

LANDIS Ms. Landis asked for the dollar amount.

RAUSCH Solicitor Rausch responded that Exhibit A will be included with the Resolution indicating that the estimate could be \$89,810.

BISHOP Mr. Bishop noted that it is a great time to invest in infrastructure.

LANDIS Ms. Landis stated that the board had been divided with the project of installing sidewalks along Route 124. She had seen no evidence of pedestrians walking in that area. She noted other areas in the township where pedestrians walk on a daily basis around the York Town Center back and forth to Galleria Mall where the money could be better spent. She stated that she will be an opposing vote.

BOWMAN Mr. Bowman indicated that he travels that road frequently and had seen pedestrians, as well as bikers, beside the roadway. He added that with a wider road automobiles will travel faster, and he would not want to have the responsibility of someone being hit. He thought the project was worthwhile, and with the state's contribution, it was something prudent to do.

MOTION CARRIED 3/1. MESSRS. SCHENCK, BISHOP AND BOWMAN VOTED IN FAVOR; MS. LANDIS VOTED OPPOSED.

B. Authorization to Advertise Amendment to the Police Pension, Death and Disability Fund Ordinance to include the 2011 HEART Compliance Amendment.

MR. BISHOP MOVED TO AUTHORIZE ADVERTISING AMENDMENT TO THE POLICE PENSION, DEATH AND DISABILITY FUND ORDINANCE. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop stated that he had not heard anything from YorkCounts and the Police Study. He asked Mr. Holman if he had any information.

HOLMAN Mr. Holman responded that he had heard nothing new. As he had reported previously the township had submitted the additional information that they requested.

13. NEW BUSINESS

A. Motion to Ratify September 7, 2011 Emergency Management Service Declaration by Township Manager and Rescission thereof Effective September 12, 2011.

MR. BISHOP MOVED TO RATIFY SEPTEMBER 7, 2011 EMERGENCY MANAGEMENT SERVICE DECLARATION BY TOWNSHIP MANAGER AND RESCISSION THEREOF EFFECTIVE SEPTEMBER 12, 2011. MOTION UNANIMOUSLY CARRIED.

B. Authorization to Approve Tax Refund Request for the Following Parcel:

- 1) Robert and Karin E. Smith Revocable Living Trust (Parcel #46-13-29) in the amount of \$48.03.

MS. LANDIS MOVED TO AUTHORIZE TO APPROVE TAX REFUND REQUEST FOR THE FOLLOWING PARCEL #46-13-29 IN THE AMOUNT OF \$48.03. MOTION UNANIMOUSLY CARRIED.

C. Discussion: Tax Collector Office

SCHENCK Chairman Schenck had requested a discussion with regard to having the Tax Collector's office within the township building. When the building was built an area was designated for the Tax Collector's office. He noted that the nominee for Tax Collector, Fran Surdich, was present. General discussion took place with overall agreement and no opposition to the plan to reconfigure an office for the Tax Collector.

HOLMAN Mr. Holman indicated he would work with the Solicitor to develop a lease agreement identifying liabilities, etc., much like YAUFRR's lease agreement for which the facility would be leased for \$1.00 a year.

MR. BISHOP MOVED TO DIRECT THE TOWNSHIP MANAGER TO WORK WITH THE TAX COLLECTOR NOMINEE TO DEVELOP AN AGREEMENT BETWEEN THE TOWNSHIP AND PROSPECTIVE TAX COLLECTOR THAT DOES NOT CHARGE ANY SIGNIFICANT RENT OR FEE FOR THE USE OF THE OFFICE SPACE IN THE BUILDING BUT TO RECOVER IDENTIFIABLE, VARIABLE COSTS THAT MIGHT BE MADE AVAILABLE FOR THE TAX COLLECTOR.

LANDIS Ms. Landis asked about the probability for use of the farmhouse.

SCHENCK Chairman Schenck responded that public access into that building was not conducive to those with special needs.

MOTION UNANIMOUSLY CARRIED.

SURDICH Ms. Surdich indicated she would meet with Mr. Holman.

HOLMAN Mr. Holman added that Mrs. Bowders would contact her to schedule an appointment.

SCHENCK Chairman Schenck reminded the board of the Executive Session scheduled immediately following adjournment.

14. ADJOURNMENT

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**SEPTEMBER 22, 2011
APPROVED**

SCHENCK Chairman Schenck adjourned the meeting at 8:30 p.m.

Respectfully submitted,

John Holman, Jr.
Secretary

ja

The Board of Supervisors of Springettsbury Township held a Strategic Planning Session on Thursday, September 22, 2011 at 6 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Township Manager
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Mark Hodgkinson, Director of Wastewater Treatment Plant
Charlie Lauer, Director of Public Works
Bob McCoy, Chief, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the Strategic Planning Session to order at 6 p.m. The Strategic Planning agenda had been diverted to focus strictly on the affects of Tropical Storm Lee.

HOLMAN Mr. Holman stated that he, Mr. Crabill and Mr. Luciani would provide an overview of the impacts of Tropical Storm Lee on Springettsbury Township. Moving forward they are still in the process of assessing the impact. The Emergency Declaration had been enacted at 3 p.m. September 7, 2011 and expired at Noon on September 12, 2011.

Mr. Holman presented a pictorial review of the damage around the township including the following places:

- Camp Betty Washington Road
- Wastewater Collection System on Stonewood Road
- Creative Playground
- Deininger Road and Strawberry Fields
- Memory Lanes south of Senior Life
- Eden Road Parking Lot behind Jack Giambalvo
- East Market Street at the Railroad Crossing
- Kingston Road and Brookedge
- Old Orchard Road and Williamsburg Drive
- Stonewood Park – bridge shut down roadway – DEP authorized limited repair work.
- Stream beds that need to be re-aligned; getting emergency permits.

- Whiteford Road at Nissan Dealership
- Graham Street/Mill Creek impacts
- Darrah property – Unauthorized building moved approximately half mile
- Wastewater Treatment Facility including fencing
- Codorus Creek to headwater building

HOLMAN Mr. Holman noted that he had approximately 700 photographs of the flooding and had selected only a few for the board’s review.

CRABILL Mr. Crabill focused his review on the Water Infrastructure Damage. He provided photographs and damage assessment of the following:

- Influent Meter Vault – Transmitter under water; estimated repair cost \$21,500.
- Paving Damage – Estimated repair \$5,200
- Conveyor and Compactor Motors - \$4,00 repair
- Storage Garage – Drywall and Insulation Replacement cost \$2,700.
- Headworks Lighting – LED Explosion-proof lights - \$7,000
- Fence Damage - \$4,800
- Air Conditioning Units – Four ground-mounted units - \$5,000
- Collection System Damage – Meter Vault - \$11,500
- Manholes 103, 105; Mill Creek Interceptor – presently being televised; no final reports to date. Probably need to do considerable work to move stream back to stabilize. Checking DEP regulations for their position.

SCHENCK Chairman Schenck asked whether residents should go to DEP to determine what their options are if they have stream banks washed out or a waterway is moved.

CRABILL Mr. Crabill responded that contacting DEP would be a good first step.

LANDIS Ms. Landis asked Mr. Crabill whether he had a final estimate for the Mill Creek project.

CRABILL Mr. Crabill responded that he did not have all the information to date. The televising is underway, and it may be prudent to begin the permitting process for the repairs. He added that all the damage is shared damage.

SCHENCK Chairman Schenck commented that there is some cash available for those repairs.

HOLMAN Mr. Holman noted that they intend to apply immediately to the state for emergency permits, especially for Mill Creek. He stated that PennDOT may get involved because of the planning for the exit ramp and intersection. Because of the direction the water flowed up to and under the ramp, he thought PennDOT would want the stream moved back to its normal banks. No costs are available at this time.

SCHENCK Chairman Schenck indicated it could mean two days of track hoe work.

- LUCIANI** Mr. Luciani presented his report on the civil engineering repairs done on the roadways. He noted several areas that were impacted by the storm:
- Strawberry Fields and Deininger Road – Major damage as a result of downsized pipes. Contractors visited the site, submitted proposals, prices were compared and under emergency rules were able to proceed with that repair work.
 - Kingston and Brookledge – Damage estimate to repair – about \$30,000.
 - Inlet at bottom to be repaired with flowable fill. Needs to be repaired immediately – About \$10,000.
 - Senior Life – Impacts at Pleasant Valley through Memory Lane. Large box culverts installed along with 30” pipes; debris deposited. Bene property was flooded. Senior Life responsible to clean out debris.
 - Ridgewood Road – Channel damage; several thousand dollars approximately to do erosion repair.
 - Apple Nissan box culverts installed; several pipes in parallel. Township cleans debris.
 - East Market Street at railroad tracks – Basin spillways should operate in storm intensity; modification may reduce runoff.
 - Stonewood Road – Roadway at the end connects to Orchard Hills; roadway soon to be adopted. Roadway bubbled up.
 - Orchard Hills basin – Property owned by Eva Fay Witmer. Checking on township maintenance responsibility.
 - Stonewood Park – PennDot moved pipe 30 to 40 feet from where it should be; need to cut a channel to relocate the pipe.
 - Sherman Street – Area near Hawks Club – State highway portion; residents flooded back yards.
 - Kingston Road – Pipe that was repaired – channel was filled with rock; erosion was significant. Checking on the source of rocks.
 - Locust Grove Road – PennDot put pipe in; township will take that over to the original channel.
- LUCIANI** Mr. Luciani noted that the repairs will start immediately at Strawbridge, Deininger and Kingston Roads. The work is being done by the low bidder, Stewart and Tate. Because of the emergency, PennDOT declared that it will not be necessary to pay prevailing rate; it is maintenance.
- HOLMAN** Mr. Holman asked if there were any questions for either Mr. Crabill or Mr. Luciani. He stated that he had signed the emergency contracts, but the board will not see them until the next meeting agenda. He and Mr. Luciani will continue to meet with township residents and investigate stormwater problems. A meeting will be held on Friday, September 23, 2011 with staff to review all the emergency projects that were submitted to FEMA through the York County Office of Emergency Management. Photographs and electronic files will be delivered to Mr. Welty by Monday, September 26th. FEMA will be in the township within several days and estimated costs will be submitted to them. FEMA reimbursements for townships are based upon the census times

approximately \$3.25 per event, which works out to approximately \$87,025. That may be different for the sewer plant as it serves over 90,000 people, not just Springettsbury. Mr. Holman added that the damage assessments will continue.

SCHENCK Chairman Schenck asked about Stonewood in the area of the creek. He noted a 10-ton pile of stone that came up out of the creek.

LAUER Mr. Lauer responded that they had not walked down that path but they will take a look at it. He was sure they could get most of that debris out of there.

HOLMAN Mr. Holman added that Mr. Lauer indicated he would do everything according to the permits.

LANDIS Ms. Landis asked Mr. Luciani about Eva Fay Witmer's home and whether the meeting had been scheduled with the developer.

LUCIANI Mr. Luciani responded that no meeting had been scheduled to date. The township desired to get the road adopted, and he recommended getting responsibility issues resolved. He will be reviewing the construction documents. Based on the right-of-way it may not be a township issue. The pipe underneath Stonewood Road that Mr. Lauer will repair is a corrugated, galvanized pipe. It will be replaced with a concrete pipe by township crew which will save \$4,000 to \$5,000.

HOLMAN Mr. Holman encouraged anyone who has any damage from the storm event to be sure to call FEMA and get on record. He noted there is a deadline date for filing in the near future. FEMA will send a representative to the property for a review of damage and let the residents know what their entitlement will be.

LANDIS Ms. Landis asked whether there are any indications on the website with a link to FEMA.

HOLMAN Mr. Holman responded that there is a link to FEMA on the website under the Tropical Storm lead. If someone clicks on that it will take them to the forms and information. In addition, if someone doesn't have a computer, a telephone call to the front desk can supply the telephone number.

2. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:55 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
BUDGET WORK SESSION**

**OCTOBER 5, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Budget Work Session on Wednesday, October 5, 2011 at 7 a.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
David Trott, Springettsbury Police Department
Dan Stump, Springettsbury Police Department
Charlie Lauer, Public Works Director
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jack Hadge, Finance Director
Sandra Ratcliffe, Deputy Finance Director
Andy Hinkle, MIS
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 7 a.m.

2. PUBLIC COMMENT

There was no public comment.

3. POLICE DEPARTMENT

SCHENCK Chairman Schenck introduced the first order of business as the Police Department proposed budget.

HOLMAN Mr. Holman stated that the board members had received binders with the budgetary documentation included. He noted that he had requested that the departments hold the line on the budget due to the current economic conditions. He asked Lieutenant David Trott to go over the Police Department budget.

TROTT Lt. Trott stated that he had been requested to provide two budgets; one as a wish list budget which amounted to approximately \$3,386,000, as well as a zero percent increase budget, which amounted to about \$3,080,000. He reviewed the Police Department budget figures line by line. He identified a number of concerns, which were discussed more fully.

- Zero percent increase versus Contractual Wage obligation of 3.75% amounted to \$260,000.

- Administrative salaries totaled \$209,000, which included an adjusted wage for a new Police Chief. Other officers will be covered by the contractual 3.75% increase. However, new officers will be hired with probationary salaries. Any non-union personnel wages will be discussed further in Executive Session.
- Overtime performance was higher due to the shortage of upper echelon officers and overlapping of duties.
- Materials and supplies was reduced by \$5,500; included investigative supplies and public relations items.
- Auto detailing was reduced by 50%; however, Lt. Trott requested further review of that line item.
- Mobile Data Computers – Rental Lease Agreement expires 2011 and increase is expected. That item is expected to be reviewed for upgraded software for the laptop computers. The system will become a unified computer system throughout the county. Consideration given to dropping one laptop.
- Professional Development, Training and Dues – Lt. Trott expressed concern about cutting back on training and memberships in specific organizations. He stated that there will be young officers moving up in rank who need to take various courses including supervision and accident reconstruction. In addition, it is important to retain the York County Police Consortium membership, which is an excellent pool for training and applicants.
- Capital Equipment – Concern was expressed for increased mileage on a number of police vehicles; many to be replaced all at the same time in the future. In addition, the Crown Victoria model, having been eliminated, will necessitate going with the Taurus, Caprice or Charger. Safety is a major factor.

DVORYAK Mr. Dvoryak asked whether the staffing level remained the same as 2010 versus the 2012 budget.

HOLMAN Mr. Holman responded that York Suburban will not be participating in the School Resource Officer program as it was cut from their budget. That will result in a revenue reduction.

SCHENCK Chairman Schenck noted that the board will review the items for reconsideration including car washes, materials, training, and laptops.

4. FINANCE DEPARTMENT

HOLMAN Mr. Holman reported that, based upon receipt of a grant from Comcast there are projects that could be moved forward more quickly. In addition, Mr. Holman reported that the census for the township was increased to 26,685, which will enable the supervisors who will be re-elected to receive some additional compensation.

DVORYAK Mr. Dvoryak commented on the line item for materials and training budget for supervisors. The item remained in the budget year after year and was not used. He suggested developing a realistic budget. Further discussion took place concerning

what was included and it was determined that the money actually covered printing costs, replacement of materials, minutes books, registration, etc.

Consensus was to drop that line item to \$2,500.

HOLMAN Mr. Holman reviewed his Manager's Office budget showing slight reductions from the previous budget. A major line item was to cover the York newspaper articles for advertising which is quite costly at \$30,000. Staff had done a good job in maintaining those costs.

- Management and Administration in capital includes BOS visual display improvements, document management system at \$5,000.
- Office renovations for the Tax Collector will be done internally.

DVORYAK Mr. Dvoryak noted that he had compared the materials and advertising over 2010 and 2011, which indicated the two line items each represented 50% increases over two years. He asked Mr. Holman to provide further information.

HOLMAN Mr. Holman responded that he would investigate and report back to him.

LANDIS Ms. Landis requested a breakdown of employee salaries that would show percentages of increases.

SCHENCK Chairman Schenck recapped the discussion with a question on materials and advertising, training and the salary question.

HOLMAN Mr. Holman noted that the training and conferences for professional development include the ICMA seminars and the PELRAS training for Mrs. Speicher, as well as MIS training for Mr. Hinkle. Those amount to approximately \$8,000.

HOLMAN Mr. Holman brought forward the virtual server project which was scheduled to be done in the future. However, because the township received the \$40,000 grant from Comcast, that can be brought into the 2011 budget. He can lower and save approximately \$9,500 in MIS and free up funds for some of the cuts that were made.

5. FINANCE DIRECTOR

HADGE Mr. Hadge reported that, in accordance with Mr. Holman's instructions of no increases in the budget, adjustments were made in the part-time wages account, materials and supplies, and contract services. Assignments continue to be consolidated, and Ms. Ratcliffe continued to streamline operations in the department. They had focused on the tax collection process since July. Ms. Ratcliffe had continued revising the sewer fund program, and in addition, there had been a focus on the credit card program. A long-standing project that they had not been able to completely implement is the fixed asset project, which they hope to implement in 2012. He continued with a discussion on training for his department. A line item for \$6,000 covers training for the Deputy Finance Director, Sandy Ratcliffe's complete

educational program for certification as a Certified Public Accountant, as well as certification for Joel Bookamer, also a CPA. In addition, an item was included for Mr. Hadge's national conference in the amount of \$1,500. An item for part-time wages of \$2,000 should be further reviewed.

HOLMAN Mr. Holman brought forward the MIS decision he wanted to discuss. He reported that the township had received approximately \$41,500 in a grant, which offset the phone system cost, as well as the wireless service in the park. He requested that the virtual memory project be moved up to 2011 instead of 2012.

HINKLE Mr. Hinkle noted it would save approximately \$27,500 budgeted for 2012.

HOLMAN Mr. Holman's suggestion was to move the virtualization program and tie it in with the sewer plant in 2011. By doing that it will free up about \$27,500 in 2012's budget. This year's budget can handle the cost because of the grant received from Comcast.

HINKLE Mr. Hinkle noted that it could be in conjunction with the police department as well. He added that there will be a reduction of servers from 12 down to 2.

SCHENCK Chairman Schenck asked if there are any departments in the environment currently.

HINKLE Mr. Hinkle responded that Wastewater is included as part of the PLC upgrade.

DVORYAK Mr. Dvoryak commented that the township has a disaster recovery plan in place for the system if it goes down.

HOLMAN Mr. Holman responded that for all the financial systems, nothing is held on site. It is held in Maine, New Hampshire, up the New England area.

Consensus was to move forward with the computer virtual memory project.

6. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 8:55 a.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
BUDGET WORK SESSION - #2**

**OCTOBER 12 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Budget Work Session on Wednesday, October 12, 2011 at 5 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Mark Hodgkinson, Director of Wastewater Treatment Plant
Andy Gentzler, Superintendent, Public Works
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jack Hadge, Finance Director
Sandra Ratcliffe, Deputy Finance Director
Charlie Lauer, Public Works Director

Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 5 p.m.

HOLMAN Mr. Holman reported that Ms. Landis would not be able to be present as she had a conflict.

2. PUBLIC COMMENT

There was no public comment.

3. BUDGET DISCUSSIONS

Jack Hadge – Finance Director

Debt Service

HADGE Mr. Hadge reported that, as part of the Development Authority's program for the Concord Road Town Center \$264,000 was budgeted into the Capital Fund for road improvements. It's maturity is in October 2015.

HOLMAN Mr. Holman stated that it will be paid off in 2015 as a 10-year loan at 3.25%.

John Holman – Township Manager

Professional Services (Includes Finance)

HADGE Mr. Hadge reported that he had received a proposal from the auditor for approximately \$21,000.

HOLMAN Mr. Holman noted that there are no real changes in professional services due to significant reductions made last year.

Management Information Systems

HOLMAN The Virtualization Program was authorized and is underway. Installation should begin at the end of October.

Fixed Sundry Insurances

HOLMAN Mr. Holman reported that based on the number of claims 2011, a 3.5% to 5% increase is recommended, which will result in an insurance figure of \$309,750, a figure lower than last year.

SCHENCK Chairman Schenck asked in which areas are the claims.

HOLMAN Mr. Holman responded as follows: property insurance, 3.5%; motor vehicle, 5%; law enforcement liability, 5%; general liability, 5%. Professional liability, 5% which is under general liability. Mr. Holman reported that on a positive side, the actual health benefit numbers for 2012 can be budgeted at \$1,468,000. With regard to the YAUFRR Fire Pension, Springettsbury Township will receive a check in excess of the anticipated amount of pension funds from the state of approximately \$96,000 including \$20,000 in a regular payment for the 55%. Mr. Holman proposed to take a credit on next year's budget of that amount of money and move it into the Capital Fund.

RATCLIFFE Ms. Ratcliffe added that the return of fund balance will defer to the townships.

SCHENCK Chairman Schenck commented that the state gave nearly a double payment into the Fire Relief Fund.

HADGE Mr. Hadge noted it was \$120,000.

HOLMAN Mr. Holman reported that the state noted not to anticipate the windfall next year and not to budget anything more than was budgeted for 2011.

SCHENCK Chairman Schenck questioned whether there would be an advantage to assist with unfunded liability payments.

RATCLIFFE Ms. Ratcliffe noted that it must be used for 2011 pension costs and cannot be used for 2012.

HOLMAN Mr. Holman stated that the unfunded liability for defined benefit firefighters is budgeted at \$98,100. That covers Springettsbury Township firefighters only.

Other

HOLMAN Mr. Holman reported that he and Solicitor Rausch will be appearing before the assessment board to request that the taxes be removed from the Walters property.

Charles Lauer – Public Works Department and Other Funds

Public Works General Services

LAUER Mr. Lauer reported that the only changes in the budget from the previous year would be the fuel line item and reduction of electrical expenses for the police department. Gas is unknown.

HOLMAN Mr. Holman noted that they had expected a 15% rate increase, but it actually was a 6% increase from Met Ed. The biggest increase was 50% for the police department but the park is on that meter.

HOLMAN Mr. Holman noted that the agreement with Benchmark and with Liberty had not been realized at this date. The net to that should be at least an 11% reduction in the general overall electric usage.

DVORYAK Mr. Dvoryak asked about the use of fund balance for 2011 and the status of the fund balance to date.

HOLMAN Mr. Holman responded that the status is \$1.375. There was very little use of fund balance in 2011, and there was an increase in revenues of \$1.080. Some of the additional surplus came in through EIT of about \$400,000; Local Services Taxes exceeded expectations by \$200,000; \$300,000 in pension funds; \$200,000 more than anticipated in insurance reimbursements.

DVORYAK Mr. Dvoryak indicated that, even though the budget has been held, there were several one-time items that can't be counted upon for the future. There will be budget gaps to fill in the next few years.

HOLMAN Mr. Holman responded that the finances are in a much stronger position due to some of the one-time windfalls; however, through the LST and EIT's will generate additional revenue.

SCHENCK Chairman Schenck noted that he shared Mr. Dvoryak's concern, and he had asked Mr. Holman to put together a three-to-five-year proforma plan. The current spending, even with additional revenue or cuts, the plan is not sustainable and something has to change. The board needs to have a clear picture for the next three to five years. With a \$1.3 million fund balance, if that were used every year with only taxes, it would more than double the property taxes.

DVORYAK Mr. Dvoryak noted that staffing levels had not changed.

HOLMAN Mr. Holman noted that Admin had dropped one person; Finance dropped one person. He noted the biggest impact in salary and wages related to the police department with an increase of \$200,000.

**Snow and Ice Removal
Liquid Fuels Fund**

LAUER Mr. Lauer reported that he had increased the amount for snow and ice because they will add Orchard Hills and the new five lanes on Market Street. That will increase materials as well, which come out of Liquid Fuels. This includes regular wages, overtime and the sidewalks around the office.

Traffic, Signs and Lines

LAUER Mr. Lauer reported that all stop signs had been completed, along with a number of speed limit signs. He has No Parking signs to do as they have time. They had replaced all stop signs but have a number of speed limit signs to do along with some No Parking signs if they have time. Within the next three years they will have completed 90% of the directional/traffic signs. They have all the overheads to do.

HOLMAN Mr. Holman added that the Liberty Generation Program will apply to all the street lights as well.

SCHENCK Chairman Schenck brought up the LED and lower-cost lighting available for lobbying Met Ed and asked whether there was any new activity.

LAUER Mr. Lauer responded that he had discussed the issues with the Met Ed representative. They will not provide any break on the electricity because the PUC will not allow them to calculate rates for LED street lights. It will be several years before they get that through the PUC. The cost of a light fixture for \$800 to \$900 without any reduction is high.

Other Funds

SCHENCK Chairman Schenck stated that that was his question with regard to lobbying because that would be the type of subject that everyone needs to be aware of as discussions come up with the state legislators.

LAUER Mr. Lauer indicated if they are not willing to reduce the rate it is not worth doing the lighting.

Petitioned Street Light Fund

HOLMAN Mr. Holman noted that the Petitioned Street Light fund is doing very well. Mr. Lauer is continuing the replacement program with new fiberglass poles.

Storm Water Fund

- LAUER** Mr. Lauer reported that the Storm Water Reserves Fund is used to maintain the pine trees at Penn Oaks.
- SCHENCK** Chairman Schenck commented that, following the last storm and concerning the storm water, the residents had expressed major concerns. He reminded the board that there had been some discussion about putting storm water districts in place at a cost to the taxpayers, which would pay for some improvement. It would basically become a watershed.
- HOLMAN** Mr. Holman noted that within the Commonwealth there are some areas where they are not allowed and there may be some challenges. He noted that in a few years there will be a renewal of the storm water permit and there will be ¼ million dollars to come out of our storm water funds. It will become a much more important function.
- BISHOP** Mr. Bishop suggested that it might be wise to begin with some smaller increases in order to generate the necessary funds.
- HOLMAN** Mr. Holman noted that it would be a good subject for discussion in a Strategic Planning Session. He could obtain the ordinances and information from other municipalities and PSATS.
- SCHENCK** Chairman Schenck added that it would be important to lay the framework down now, which may involve getting legislation in place. Some work had been done on the project some time ago.
- HOLMAN** Mr. Holman indicated it would be important to clearly define any increases in order to take care of that in an ordinance.

Waste Reduction Fund

- SCHENCK** Chairman Schenck asked whether there is more participation and less money in the fund.
- LAUER** Mr. Lauer noted that the township had received grant money in 2010 so the budgeted funds are down.
- HOLMAN** Mr. Holman noted that there are more people mandated to recycle and account for more in the township. More are participating but not increasing the pie. The fund is staying strong because the filing is good. Mr. Holman noted that the garbage contract will expire at the end of 2012. The Recycling Committee is working on it now.

Library Fund

- HADGE** Mr. Hadge stated that the interest earned on the principal of \$190,000 is turned over to Martin Library. The trust fund is set up for the township to protect the

principle and the interest is provided. The fund is a restricted government fund and a legal issue.

Harry Joseph Schenck Trust Fund

HOLMAN Mr. Holman noted that there will be a meeting of the Board of Trustees, Solicitor Rausch and himself to see if anything needs to be done in 2012.

Mark Hodgkinson – Sewer Fund Budget: Revenues and Expenditures

HODGKINSON Mr. Hodgkinson reported an 8.5% increase, most of which was due to state-mandated electricity for the BNR project. The electric bills had been about \$45,000 a month; today they are approximately \$100,000 a month. There were other minor increases, such as fuel with a slight increase.

SCHENCK Chairman Schenck commented that the board knew that the plan would be costly to operate. He asked whether there were potential changes for consideration.

HODGKINSON Mr. Hodgkinson responded that there are several things for consideration. One was the Liberty Generation Program, and a program that Mr. Schenck had discussed some time ago where a contract is signed and power can be shut off at any time. It was not possible before, but that is a potential inasmuch as there is more than enough generation at this time. It would be a revenue source as well.

SCHENCK Chairman Schenck noted that through the contract the company has the ability, when there's extraordinary load on the grid, to cut power to its contract holders. He encouraged Mr. Hodgkinson to do the research.

HODGKINSON Mr. Hodgkinson indicated that was the avenue he wanted to research first. Solar may or may not be a good option. Mr. Hodgkinson noted that operationally he thought he could bring the bill down as the plant becomes more stable.

HOLMAN Mr. Holman interjected that there were a number of things with solar about which he would be very cautious. As he had investigated he did not see any real benefit. Mr. Holman added that in 2012 they will be taking a look at the rates for five years beginning in 2013.

HODGKINSON Mr. Hodgkinson noted that a small increase more often is much more palatable to the residents. Springettsbury residents do have a low sewer rate, \$60.00/quarter.

SCHENCK Chairman Schenck asked Mr. Holman if he had projected any use of Fund Balance.

HOLMAN Mr. Holman responded that the fund had been built up to what the fund balance is for payments. That will be adjusted during the five-year rate review.

HADGE Mr. Hadge reported that the fund had picked up about \$900,000 last year for a total of \$5 million plus.

HOLMAN Mr. Holman noted that there is \$100,000 added for contingencies and emergencies that were available for emergencies, such as when the large motors went down, centrifuges, etc.

HODGKINSON Mr. Hodgkinson stated that when the centrifuges were new they worked well. The centrifuge is a very high dollar item. An item for review for 2012 is the purchase of a spare rotating assembly.

SCHENCK Chairman Schenck indicated he was glad to see that the rates would be raised slightly.

HODGKINSON Mr. Hodgkinson did not think it was too much of an increase but it would be a higher percentage than they would charge the residents. He reported that the plant handles around 26 million gallons a year and is the largest in York County.

HOLMAN Mr. Holman noted that the surplus at the end of the 2010 audit was restricted for the users at \$6.229 million. The unrestricted was \$6,680 million.

HODGKINSON Mr. Hodgkinson commented that there are number of capital reserves projects.

HOLMAN Mr. Holman added that the capital projects are in accordance with the plan.

HODGKINSON Mr. Hodgkinson stated that he and Mr. Crabill are in the process of updating the plan. They will provide a five-year update of what had been done and some projects for consideration, such as lining the streets in Haines Acres, Haines Road. They are televising Mill Creek Interceptor and items related to the storm such as the on-ramp to Interstate 83.

DVORYAK Mr. Dvoryak questioned a social security tax increase of 10.5%.

RATCLIFFE Ms. Ratcliffe explained that salaries are increased in contract negotiations now.

HOLMAN Mr. Holman noted that the board reduced the training fund in a previous meeting for the Board of Supervisors by \$2,500. That paid for PSATS dues, York County Chamber of Commerce, YCats Conference, which is for 5 people for a total of \$2,682.

Administration

HOLMAN Mr. Holman reviewed the Administration budget detail for a total of \$10,678, which was under budget at \$9,975. Additional items for training, etc. totaled \$8,530 but were budgeted at \$8,000.

SCHENCK Chairman Schenck reported that Chief McCoy advised him that he had received actual numbers for health insurance slightly higher by \$10,000.

RATCLIFFE Ms. Ratcliffe stated that YAUFRR will ask its board at the next meeting to raise the budget by \$10,000.

SCHENCK Chairman Schenck asked if the township's had gone up.

HOLMAN Mr. Holman responded that the township's had gone up 1.6%.

4. ADJOURNMENT

SCHENCK Chairman Schenck indicated the next budget meeting will be held on Wednesday, November 9th at 7 a.m. with the presentation scheduled for Wednesday, November 16th. He adjourned the meeting at 6:40 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**OCTOBER 13, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, October 13, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Jim Baugh, Director of Community Development
Mark Hodgkinson, Director of Wastewater Treatment Plant
Dori Bowders, Manager of Administrative Operations
Jack Hadge, Finance Director
Bob McCoy, Chief, YAUFRR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. September 22, 2011 – 8:30 p.m. – Teamsters Collective Bargaining

SCHENCK Chairman Schenck announced that an Executive Session had been held following the September 22nd meeting to discuss collective bargaining. No Executive Sessions had been scheduled following the meeting this date.

3. COMMUNICATION FROM CITIZENS

There were no Citizen Comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchar Horn, Inc.

CRABILL Mr. Crabill reported he had submitted a monthly report. He had no changes and offered to answer any questions the board might have.

LANDIS Ms. Landis asked about the status of the dirt pile.

CRABILL Mr. Crabill responded that the dirt pile had been graded off to a mound as Mr. Hodgkinson directed.

SCHENCK Chairman Schenck noted that Mr. Hodgkinson had presented some of the expense items within his 2012 budget.

CRABILL Mr. Crabill reported that the televisors had to stop their televising for some amount of time due to the debris from the flood. They will quantify that work and come back with an estimate of the number of hours it will take to get their cameras through.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani reported updates to his written report.

- Strawberry Fields/Deininger Road – Pre-cast was received; excavation begins on October 17th.
- Senior Life Box Culvert – Meeting held with Building and Grounds Superintendent with instructions for maintaining the channel. They have concern for erosion from the embankment. A review will be made toward some solutions to correct the erosion problem.
- Orchard Hills – Preparation for road adoption – Storm basins issues. Conowago did some repair work. Phase IV of Orchard Hills removed from township road adoption due to the outstanding issues.
- LCBC – PennDOT meeting pending; permit likely to be issued if LCBC indemnifies PennDOT for roadway matters.
- Deamerlyn - Storm drain issues – Review of water flow video done. Land upstream and downstream of the conduit owned by Kinsley; above that owned by Farmer Miller. Looking at the pipe sizes. Report to be finalized for next meeting.

5. CONSENT AGENDA

- A. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – August 16, 2011.
- B. Board of Supervisors Strategic Planning Session – September 22, 2011
- C. Board of Supervisors Regular Meeting Minutes – September 22, 2011
- D. Kinsley Construction – Marlow Drive Sanitary Sewer Project – Application for Payment No. 2 in an amount not to exceed \$75,263.63
- E. Regular Payables as Detailed in the Payable Listing of October 13, 2011.
- F. SD-09-03 – Reapproval – Carter Subdivision.
- G. SD-07-06 – Time Extension – Triplet Springs – Plan Expires 10/22/11 (New Plan Date 1/20/12).

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH G. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Enter into Agreement with the Pennsylvania State Police for Access to the Commonwealth Law Enforcement Assistance Network (CLEAN).

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO ENTER INTO AGREEMENT WITH THE PENNSYLVANIA STATE POLICE FOR ACCESS TO THE COMMONWEALTH LAW ENFORCEMENT ASSISTANCE NETWORK (CLEAN). MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Enter into Electronic Transaction Processing Agreement with Official Payment Corporation (OPC)

MR. BOWMAN MOVED FOR AUTHORIZATION TO ENTER INTO ELECTRONIC TRANSACTION PROCESSING AGREEMENT WITH OFFICIAL PAYMENT CORPORATION (OPC). MOTION UNANIMOUSLY CARRIED.

- C. Approval of Emergency Contract, as Authorized by the Township Manager, with Stewart and Tate, Inc. for Roadway and Storm Water Repair of Brookedge Lane at Kingston Road in an amount not to exceed \$9,500.

MS. LANDIS MOVED TO APPROVE THE EMERGENCY CONTRACT AS AUTHORIZED BY THE TOWNSHIP MANAGER WITH STEWART AND TATE FOR THE ROADWAY AND STORM WATER REPAIR AT BROOKEDGE LANE AT KINGSTON ROAD IN THE AMOUNT NOT TO EXCEED \$9,500. MOTION UNANIMOUSLY CARRIED.

- D. Approval of Emergency Contract, as Authorized by the Township Manager, with Stewart and Tate, Inc. for Roadway and Storm Water Repair of Deininger Road at Strawberry Fields in an amount not to exceed \$33,400.

MS. LANDIS MOVED TO APPROVE THE EMERGENCY CONTRACT AS AUTHORIZED BY THE TOWNSHIP MANAGER WITH STEWART AND TATE FOR THE ROADWAY AND STORMWATER REPAIR AT DEININGER ROAD AT STRAWBERRY FIELDS IN THE AMOUNT NOT TO EXCEED \$33,400. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action. Chairman Schenck reminded the Supervisors to sign a reapproved plan.

8. COMMUNICATION FROM SUPERVISORS

There were no communications from Supervisors

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch stated he had nothing to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that he had received a list of 17 questions from the Marlow Drive residents. He is working on a response to those questions. He and Mr. Luciani will visit the residents personally.

SCHENCK Chairman Schenck suggested that Mr. Holman might send an interim response letting the residents know that you and the staff are working through the questions.

HOLMAN Mr. Holman reported that Stonewood Road will close shortly and be closed for a period of time. The notification will appear on the township website and in the road construction plan, which was released to the newspapers.

11. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2011-47 – Supplemental to PennDOT Winter Traffic Services Five Year Agreement (2009-2014).

**MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-47. MOTION
UNANIMOUSLY CARRIED.**

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop reported that he had received notification of a meeting of the Task Force for Thursday, November 3rd at 8 a.m. for a review of the draft report.

13. NEW BUSINESS

There was no New Business for discussion.

14. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:20 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**OCTOBER 13, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Strategic Planning Meeting on Thursday, October 13, 2011 at 6 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
John Luciani, Civil Engineer
Jim Baugh, Director of Community Development
Jack Hadge, Finance Director
Bob McCoy, Chief, YAUFR
Sandy Ratcliffe, Deputy Finance Director
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6 p.m. He stated the purpose of the meeting was to review a credit card program, as well as the Third Quarter Budget Review.

A. Credit Card Program Review

HOLMAN Mr. Holman presented a review of their investigation of the use of a credit card program for making electronic payments to the township. He noted three points: (1) to improve collections, (2) provide convenience to customers, and (3) provide electronics for payments. In addition, it will reduce checks that are returned for insufficient funds, and allows an individual who owes a large sum of money to place it on their credit card. Mr. Holman indicated that the plan would put in place a kiosk or center in the lobby with a computer to be used for credit card payments only. He reported that the fees would start at \$4.95 and fee for using an electronic check can be up to \$6.95. With increased usage the fees would be lower. An important factor is that with an OPC contract it is compatible with the MUNIS system and would not require the purchase of any additional software. The program would be set up in phases: (1) Finance Department set up; reviewing sewer fees and other bills collected; (2) First quarter of 2012, Community Development; (3) Second quarter of 2012, Recreation; (4) Third quarter 2012, Police Department and (5) Fourth quarter 2012, Admin and Public Works.

- LANDIS** Ms. Landis questioned whether there are provisions for review and/or contract cancellation.
- RATCLIFFE** Ms. Ratcliffe responded that the contract and fees can be reviewed and changed at any time.
- LANDIS** Ms. Landis noted that it was a great idea; however, she commented that they may balk about the fees.
- HOLMAN** Mr. Holman indicated that they had reviewed five different third party providers, and OPC is fully compatible with the township's financial system.
- BOWMAN** Mr. Bowman asked whether there was any past history available, such as how many places would use the system.
- RATCLIFFE** Ms. Ratcliffe noted that 15,000 clients are Municipal, such as Pennsylvania Department of Revenue; York Township uses them, as well as State College. York Township only allows its users to put one quarter of a sewer bill on it.
- SCHENCK** Chairman Schenck asked whether the transaction can occur only at the lobby station.
- HOLMAN** Mr. Holman responded that it can be done from home, on an iPhone. The only reason it will be offered here at the township is to provide the convenience of handling larger bills and accumulation of points. Mr. Holman mentioned that he will be discussing its use with Ms. Surdich, the new Tax Collector, to see if she's interested in using the service.
- LANDIS** Ms. Landis asked about the possibility of using a merchant service with a lower fee structure but would not couple with MUNIS.
- HOLMAN** Mr. Holman responded that there would be significant expenses in setting up links to make that work with the township.
- RATCLIFFE** Ms. Ratcliffe added that all transactions would have to be manually done in-house. With the use of MUNIS it forwards the transaction into the current system. There would be no extra work.
- BISHOP** Mr. Bishop commented that the argument would be a lot more compelling if a significant volume were anticipated. With a low volume anticipated to start, it could be done manually with much lower fees.
- HOLMAN** Mr. Holman responded that he would rather begin by tying it into the current system.

B. Third Quarter Budget Review

HOLMAN Mr. Holman thanked Ms. Ratcliffe, Mr. Bookamer and Mr. Hinkle for their assistance in putting the Third Quarter Budget Review together. He noted that the budget review began with the work sessions during 2010 to see financial progress during a regular budget year. He reviewed the third quarter 2011 results compared with the third quarter of 2010. Township General Fund Revenue at third quarter is \$1,996,611.50. He reviewed each line by line of the General Fund Comparison, all of which documentation had been provided to the board. He reported on the General Fund Expenditure Comparison. Salaries and Wages resulted in a difference of (\$738,258.03) due to that being moved to contract services. In Other Expenditures, Tax Collection was down due to York Adams Tax Bureau providing only the net of their collection (\$27,533.38). Professional Services costs had come down (\$118,444.14) as well as Police (\$26,625.61) due to the control of expenses. Total General Fund Expenditures amounted to \$211,709.58.

Mr. Holman presented General Fund Revenue Projections based on the third quarter results. He reviewed each line item noting that Use of Fund Balance was (\$289,505.29) and the Total General Fund was projected at \$12,963,000.00. He reminded the board that the numbers are projected and there may be some changes due to the cash versus accrual basis of accounting.

LANDIS Ms. Landis commented on the revenue stream, specifically the Capital Improvement Fund. She understood that \$300,000 would be transferred over to that fund.

HOLMAN Mr. Holman responded that some of that fund was to be used for the Building and Capital Improvements in the future. The way the budget works, those funds are transferred over to Capital when needed and as the board determines the timing. No funds have been transferred at this time.

LANDIS Ms. Landis asked whether funds are expected to be transferred during 2011.

HOLMAN Mr. Holman responded that the 2011 Capital Budget is approximately \$329,000. Adjustments made during October 12th budget workshop were to take \$50,000 from a reduction in pension payments, other reductions and improvements in revenues, and move that in to restore the Capital surplus. In addition, some funds will be put into the Capital Budget to pay for the sidewalks when they are completed.

LANDIS Ms. Landis expressed her concern with the number of Capital Improvement Projects in the near future and moving revenue over into the Capital fund for the participation of the anticipated expenses.

- HOLMAN** Mr. Holman noted that Chairman Schenck had requested him to prepare a Three Year Budget, which he had noted in his Manager's Report, as well as a Five Year Budget for discussion with the board including Capital and the long-term impact. The board can then decide where to transfer the funds from and what the impacts will be on the overall budget.
- LANDIS** Ms. Landis noted that she was happy the revenues are coming in; however, the projected income with the Local Services Tax should not be generated for General Operating Expenses if it was allocated for Capital Improvement funds. She had pulled minutes and reviewed comments by residents noting they didn't want additional taxes; however, they understood that the costs had to be projected into the future. The money was to be allocated for the Capital expenses.
- HOLMAN** Mr. Holman noted that the third quarter numbers are funds that have come in and do not project what will happen in 2012, 13, 14, or 15. That is a separate project he is working on with Ms. Ratcliffe and the Finance Department. A budget will be provided as to the use of the financial numbers received from Concord Finance to incorporate into the budget. That will be future year budgets and will be the Strategic Planning Budget, as well as the Capital Budget for review.
- DVORYAK** Mr. Dvoryak questioned whether there are processes in place to assure the township that everything York Adams Tax Bureau collects on behalf of the township ends up going into township accounts.
- HOLMAN** Mr. Holman responded that full records are received every month, as well as a cross reference report for the LST, EIT, Mercantile and Business Tax. They send excellent records every month and are very professional.
- DVORYAK** Mr. Dvoryak questioned why there would have been a surprise to receive a big check this year when estimated payments were made last year.
- HOLMAN** Mr. Holman responded that he was not aware that additional funds would come in for that tax. He had requested Mr. Hadge, Finance Officer for a review. The additional funds make the township whole for 2010. York Adams Tax Bureau switched to actual collections as opposed to estimated collections in order to make actual payments. Mr. Holman added that Mr. Hadge sits on the York Adams Tax Bureau Board, and he, personally, sits on the Tax Collection Board.
- RATCLIFFE** Ms. Ratcliffe noted that a copy of their audit report was just received.
- DVORYAK** Mr. Dvoryak asked whether they review tax monies received to be sure they're funneled to the correct place.
- RATCLIFFE** Ms. Ratcliffe responded that their audit procedures indicate that.

**SPRINGETTSBURY TOWNSHIP
STRATEGIC PLANNING SESSION**

**OCTOBER 13, 2011
APPROVED**

HOLMAN Mr. Holman noted that their processes are significantly different than in previous years.

LANDIS Ms. Landis questioned whether there were any additional revenues still owed to the prior Tax Collector.

HOLMAN Mr. Holman responded that settlement remains in a legal case with the Solicitor and the Township.

SCHENCK Chairman Schenck adjourned the meeting at 6:55 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**OCTOBER 27, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, October 27, 2011 at 7 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Bob McCoy, Chief, YAUFR
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that an Executive Session will be held immediately following the Regular Meeting this date to review two personnel issues. There had been no Executive Sessions following the last meeting.

HOLMAN Mr. Holman indicated there would be discussion concerning Collective Bargaining and personnel.

3. COMMUNICATION FROM CITIZENS

SANDMEYER Mr. Sandmeyer thanked the board for the temporary speed hump over the three months. He stated that it had worked, maybe not 100%, but it had been effective. He hoped that during the spring the township would place permanent speed humps. In addition, he requested another one near the playground. He asked for new 25 mile an hour speed signs. He noted that the neighborhood residents favored the permanent speed humps.

SCHENCK Chairman Schenck thanked him and indicated that the board wanted to keep a running list of items for follow up. He did not think they had received the final results of what the affect of the speed humps had been.

HOLMAN Mr. Holman stated that they had one more traffic study to do, which will provide a comparison of pre-hump speed, speed hump and up and then post-hump speed. He added that as Mr. Lauer received additional speed limit signs they will have more in place.

BURNS Mr. Scott Burns, C. A. Weber Agency, Hanover, PA, brought forward the fact that they are a commercial insurance agency that does about \$30 million a year in premium volume and represents 30 and 35 different municipalities in York and Adams County. He provided Mr. Holman a brochure explaining one of the better municipal insurance programs and would welcome a conversation with him to see if it could save some money for the township.

SCHENCK Chairman Schenck thanked him for coming to the meeting and for the information.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchar Horn, Inc.

CRABILL Mr. Crabill stated that he had provided a monthly report. He had one additional item in that Buchar-Horn had been requested to review the tapping fee evaluation for 2011. He explained that there were two portions, the capacity portion and the collection portion. The capacity portion is \$1,087; the collection portion is \$1,481, which is a total of \$2,568 that the township is permitted to charge by state rules. The current charge is \$1,663.

DVORYAK Mr. Dvoryak asked whether the increase reflected the recent \$20 plus million investment that was made.

CRABILL Mr. Crabill responded that the BNR project was not included. It may change next year depending upon the amount of borrowed money.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had provided a monthly report. He had three updates:

- Three new plans had come in for Buffalo Wild Wings, the Social Security Administration building on Industrial Highway and the Goddard School in a small subdivision.

- Meeting held with York County re/the 167 state DEP mandate on treating stormwater. Inspections to be held every 5 years, then every 3 years and after every 10-year storm event. Additional evaluation will take place before adoption of any ordinance.
- Meeting held with FEMA and how to monitor development in the flood plain. Springettsbury has been doing everything they discussed and there should be no violations.

SCHENCK Chairman Schenck recalled the residents from Pleasant Valley who reported their concern with the stormwater flow that the pipe in place could not handle. He wanted to be sure to close the loop with those residents.

HOLMAN Mr. Holman responded that he and Mr. Luciani would be meeting with them to review the report. The pipe was designed in accordance with the ordinance; however, it could not handle three times the storm water.

LUCIANI Mr. Luciani provided the price tag to replace the pipe, as it would be a financial decision. Piping itself – \$50,000; box culvert end walls - \$10,000; road restoration, engineering and inspections - \$20,000 for a total of \$80,000. He noted that the pipe that is in place is in excellent shape, meets current requirements and would last for another 50 years.

5. CONSENT AGENDA

- A. Acknowledge Receipt of York Area United Fire and Rescue Commission Meeting Minutes – September 20, 2011.
- B. Acknowledge Receipt of September 30, 2011 Treasurer’s Report.
- C. Board of Supervisors Regular Meeting Minutes – October 13, 2011.
- D. Regular Payables as Detailed in the Payable Listing of October 27, 2011.
- E. SD-08-03 – Time Extension – Pam Long – Plan Expires 11/25/11 (New Plan Date 2/25/12).
- F. LD-08-12 – Time Extension – Yale Electric – Plan Expires 11/25/11 (New Plan Date 2/25/12).

MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH F. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Award Contract to J. A. Myers Building and Development, Inc. for the Meadowlands Interceptor Project in an amount not to exceed \$626,852.

MR. DVORYAK MOVED TO AUTHORIZE AWARDED THE CONTRACT TO J. A. MYERS BUILDING AND DEVELOPMENT FOR THE MEADOWLANDS

INTERCEPTOR PROJECT IN AN AMOUNT NOT TO EXCEED \$626,852. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Enter into Developers Agreement with Stonybrook Professional Center Properties, LP (LD-08-04).

MS. LANDIS MOVED TO APPROVE AUTHORIZATION TO ENTER INTO DEVELOPERS AGREEMENT WITH STONYBROOK PROFESSIONAL CENTER PROPERTIES, LP (LD-08-04). MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

BOWMAN Mr. Bowman questioned the length of timing for the traffic light at Eastern Boulevard and Northern Way as it seemed to be very lengthy.

LUCIANI Mr. Luciani responded that he would check on the light as he thought it was a stand-alone light and not connected to any other traffic flow pattern.

DVORYAK Mr. Dvoryak had just taken over the Treasurer's role in his condo association. One of his responsibilities is to complete the Springgettsbury Township Annual Commercial Institutional Recycling Report. He asked why the report was required and what the benefit would be to the township.

HOLMAN Mr. Holman responded that the reporting was required by state statute along with the township ordinance. The reporting becomes part of the trash and recycling report, which helps to provide funding for the annual recycling grant. He added that Mr. Dvoryak could obtain the information for the report by contacting the trash hauler, contacting Mrs. Gilfillan at the township office, or discussing it with him personally for assistance.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch indicated he had nothing to report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman noted that the Solid Waste Authority had increased the tonnage rate by \$3.00. In accordance with the township's contract with the waste hauler, they are permitted to increase the amounts to be paid for trash pickup. The 2011 costs that were charged for one 32-gallon trash bag was \$42.15; that will go up approximately \$.29 a quarter to \$42.44. For those with toters, for the 3 bag the

2011 costs per quarter was \$45.45; the 2012 cost per quarter will go up to \$46.33 or about \$.84 a quarter. There will be no increase to the bag price if a resident comes in to purchase extra bags. The new rates will be automatically adjusted by the trash hauler. He added that there will be a letter issued to explain the increase, and a note will be placed on the website to provide information to the residents.

11. ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2011-07 – Amending Chapter 56, Article 1 of the Code of Ordinances to Comply with the Pension Protection Act of 2006 and the Heroes Earnings Assistance and Relief Act of 2008 (HEART).

MS. LANDIS MOVED TO APPROVE ORDINANCE NO. 2011-07 AMENDING CHAPTER 56, ARTICLE I OF THE CODE OF ORDINANCES TO COMPLY WITH THE PENSION PROTECTION ACT OF 2006 AND THE HEROES EARNINGS ASSISTANCE AND RELIEF ACT OF 2008. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2011-48 – Authorizing the Reestablishment of Sanitary Sewer Tapping Fees.

MR. DVORYAK MOVED TO APPROVE RESOLUTION NO. 2011-48. MOTION UNANIMOUSLY CARRIED.

- C. Resolution No. 2011-49 – Authorizing the Transfer of Twenty (20) Sanitary Sewer EDU's/Tapping Fees from Hunters Crossing III LP to Market Street Commons LP.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-49. MOTION UNANIMOUSLY CARRIED.

- D. Resolution No. 2011-50 – Designating Charles Lauer, Director of Public Works as the Township Official Agent to Execute FEMA-4030-DR-PA Disaster Relief Documents.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-50. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

- A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop noted that a private meeting of the Task Force will be held November 3, 2011.

13. NEW BUSINESS

- A. Authorization to Approve Tax Refund Request for the Following Parcel:
- 1) Michael and Catherine Gleim (Parcel #46-33-112) IN THE TOTAL AMOUNT OF \$339.72

MS. LANDIS MOVED TO APPROVE AUTHORIZATION FOR TAX REFUND REQUEST FOR PARCEL #46-33-112. MOTION UNANIMOUSLY CARRIED.

DVORYAK Mr. Dvoryak reported that he had received an inquiry noting the shortage of athletic fields, and the interested party asked about the land that the township recently purchased. Mr. Dvoryak asked if there would be any interest in spinning off or leasing a portion for athletic fields. He added that he thought a portion had been earmarked and restricted for certain use for the next several years.

HOLMAN Mr. Holman noted that it was restricted for the next three years. However, he suggested that those interested meet with the Recreation Board for some ideas and a discussion of costs of building athletic fields, trails, etc.

14. ADJOURNMENT

SCHENCK Chairman Schenck reminded the board of the Executive Session to be held immediately following this meeting and adjourned the regular meeting at 7:43 p.m.

Respectfully submitted,

John Holman
Secretary

ja

The Board of Supervisors of Springettsbury Township held a Budget Work Session on Thursday, October 27, 2011 at 6 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Sandra Ratcliffe, Deputy Finance Director
Angela Liddick, Community Development Coordinator
Robert McCoy, Chief, YAUFRR
David Wendel, Director of Parks and Recreation
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6 p.m.

David Wendel – Parks and Recreation – 2012 Preliminary Budget

WENDEL Mr. Wendel thanked the board for the opportunity to present the Parks and Recreation Department 2012 Preliminary Budget. He reported that the Operational budget reflected the expenses related to community-based services. He itemized some highlights:

- Approximately 50,000 people participated in township-sponsored programs.
- 6,000 people registered for programs; 45% registered on line; 34% by mail and 21% walked in.
- Summer program – 1,000 youth participated; nine sites operated.
- Use of technology for on-line registration streamlined process; saved printing costs.
- Website promotes programs and special events.
- Partnership development increased revenues by 14%; generated about \$91,000 in revenue.
- Grants received from PA Council of the Arts and Dawn Foods Foundation.
- Anticipate 2012 recovering close to 50% of operating budget costs.
- Revenue generated: 2010, (\$226,000) 48% of operating costs; 2009, 44%; 2008, 48% and 2007, 47%.
- Tree Events Dedications show increase; expect additional participation in 2012.

- Visitor participation – gauged through YSM formula; number of people that fit in one acre.
- No change in number of concerts; both Sunday and Wednesday events amphitheatre at capacity.
- Need additional volunteers for events.

WENDEL Mr. Wendel expressed appreciation to Teri Gilfillan and Mary Fisher who had played a vital role in the success of the Park and Rec programs.

James Baugh - Director of Community Development

HOLMAN Mr. Holman stated that Angela Liddick would present the Community Development Budget.

LIDDICK Ms. Liddick reported that they had been instructed to hold the line on the budget for 2012, and as a result there were very few changes from 2011. She noted that it had been a much slower year; however, it appeared that planning was on the increase as four plans had been submitted for the next Planning Commission Meeting.

HOLMAN Mr. Holman noted that a building permit had been received from the county for \$42,500 plus Buffalo Wings, both of which may or may not finish during 2011.

LIDDICK Ms. Liddick reported that a number of smaller, residential projects had had come in.

HOLMAN Mr. Holman added the following projects that would be under consideration:

- Federal government - IRS Social Security Building.
- Buffalo Wings.
- Sale of Fincor building.
- Holiday Inn Express
- Century 21 on Cinema Drive

Projects that had recently completed:

- Senior Life
- Patient's First

SCHENCK Chairman Schenck asked about the Village Shopping Center on Whiteford Road and whether there was anything that could be done to fill the vacancies, such as zoning or infrastructure to make it more attractive.

LIDDICK Ms. Liddick responded that it was zoned Commercial-Highway.

HOLMAN Mr. Holman responded that there had been some inquiries about the property but nothing had generated likely due to the tight money situation. He mentioned that Books-A-Million had come in at the former Borders property.

HOLMAN Mr. Holman indicated that there had been some discussion with Mr. Baugh and Mr. Luciani concerning moving the traffic light and adjusting the entrance to improve traffic in that area.

SCHENCK Chairman Schenck commented that the most repeated complaint he receives is the length of time it takes to get what people consider to be a minor building permit. He noticed in Mr. Holman's report that the number of days averages 15, which he thought was reasonable. He wondered whether there would be any type of electronic application process that would streamline that process.

LIDDICK Ms. Liddick responded that it would be difficult because every project is different. She added that they do try to communicate the process with people.

HOLMAN Mr. Holman added that there is documentation on the website and in the newsletter especially encouraging residents if they want a permit for the spring to submit it early. He added that FEMA will be reviewing the processes during January or February to expedite the flood plains and building permits, etc. They will be dealing with Act 167 and the MS4 requirements.

Chief McCoy - York Area United Fire and Rescue; EMS Contract Services

YAUFR

MCCOY Chief McCoy thanked the board for their support and appreciated the use of Springettsbury staff members who assisted with the budget process. He reported that this was the fifth year that Springettsbury had funded 55%. Revenues revealed \$4,427,600 versus \$4,564,000 during 2010. There was a reduction in unfunded pension liability, for which Springettsbury Township was responsible. There was an increase in the MMO. Manchester fee was maintained the same. A fund balance is to be released back to both townships of 4%, which amounts to \$46,000 and an unfunded pension liability of \$98,096. Expenses for 2012 are 3% lower than the 2011 budget. He noted he had three capital projects proposed for 2012 using a capital balance of \$86,000: replace a 1999 vehicle at \$54,000; replace expiring SCBA cylinders and replacing some additional hose. A major accomplishment related to overtime. Overtime was funded at approximately \$240,000 for 2011; for 2012 the amount was funded at \$102,000. Contract Services budget is for \$2,137,000. He noted the one-time windfall in the MMO programs, which will be provided as a credit for MMO contributions in the first quarter of 2012.

EMS

MCCOY Chief McCoy reported that the budget figures of \$548,500 will maintain the EMS budget for 2012. Some money was moved from the Overtime to the Contract Services line item as they are not paying overtime for the Memorial contract to fill vacancies. EMS service is running well with 3,000 calls during 2011. They are available for 93% of the calls within the Springetts/Commonwealth area.

SCHENCK Chairman Schenck noted that revenue was \$525,000; expenses at \$548,050 and that would not cover employee benefits. So theoretically Springettsbury is funding approximately \$200,050.

HOLMAN Mr. Holman commented that he and Chief McCoy had been working on the issues and that will become part of the Strategic Planning process.

MCCOY Chief McCoy added that there are many issues to be addressed. The ALS issue increase and the dual billing, the ambulance club may only have enough money for one more ambulance in the next five years. In addition a new law is being pushed through the state that there will be a required medication direction resulting in paying a doctor to provide EMS Service.

2. PUBLIC COMMENT

SCHENCK Chairman Schenck noted that this was a public meeting and invited public comment or questions. There was no public comment.

3. ADJOURNMENT:

SCHENCK Chairman Schenck adjourned the Budget Work Session at 6:54 p.m.

Respectfully submitted,

John Holman
Secretary

ja

The Board of Supervisors of Springettsbury Township held a Budget Work Session on Wednesday, November 2, 2011 at 7 a.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Mike Bowman
Don Bishop
George Dvoryak
Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Jack Hadge, Finance Director
Robert McCoy, Chief, YAUFRR
David Wendel, Director of Parks and Recreation
David Trott, Police Department
Don Eckert, YAUVFR
Sandra Ratcliffe, Deputy Finance Director
Dan Stump, Police Department
Angela Liddick, Community Development Coordinator
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 7 a.m. He noted that it was a public meeting and asked for public comment. There was no public comment.

Charles Lauer – Liquid Fuels Update

HOLMAN Mr. Holman stated that the liquid fuels work had not been completed in 2011 due to the inclement weather. A remained of approximately \$200,000 was not spent, which he requested be moved into the 2012 budget. The specific projects would include completion of the wearing courses on some of the streets. Some contractor services and materials are purchased. Township staff time deals with the sign repair program. All the information is documented for audit.

Capital Funds

HOLMAN Mr. Holman asked Don Eckert and Chief McCoy for an update of the fire buildings.

ECKERT Mr. Eckert stated that the township Reserve Fund has approximately \$247,000 remaining for fire services, which could possibly be used towards the cash needed to purchase land. He presented an update with regard to the fire services buildings:

- Contract is in place to purchase property for \$580,000. An additional 1% will be needed at settlement for \$5,800 for a total of \$586,000.

- Signed agreement for purchase of 3013 East Market Street, Station 89.1; \$30,000 deposit placed on property. Total asking price is \$1.2 million.
- Reimbursement of costs for transfer of 89.1 cover engineering studies, appraisals and legal fees amount to approximately \$95,000.
- They project to have \$1,105,000 towards the project with \$516,000 projected towards the construction.
- Funds of about \$200,000 will be borrowed from the Relief Association at 4%. Township will act as a pass-through for funds.

DVORYAK Mr. Dvoryak questioned what might take place if the old fire station was sold, but there was no commitment by the board to build the new station.

ECKERT Mr. Eckert explained that the dialogue had taken place along with the intentions and the need to move forward. He would have to look into another way to handle the matter. At this point he had an opt-out in place for both the sale and purchase.

SCHENCK Chairman Schenck recalled some board discussion with regard to a commitment to the fire company for the project. He was not sure whether there had been any motions made with regard to a projected figure of \$2.1 or \$2.2 million. He thought it might be worth researching.

HOLMAN Mr. Holman noted that the dedicated reserve capital existed in the Capital Fund. The question is whether or not the board wanted to commit those funds towards the land purchase. Mr. Holman stated that, as he prepares a three-year and five-year capital budget, he would need to know when the construction will begin on the new fire building. He noted that Mr. Eckert needed to have a commitment on whether those funds are available.

MCCOY Chief McCoy commented that if the sale of the old building took place, and the new building was not available, they would have to vacate 3013 East Market and flow the unit into another station. The goal has been that the buyer would work with the fire company to wait until the new building was constructed and a move can take place from one to the other.

ECKERT Mr. Eckert noted that from the sale to the move they would have one year as a lease back.

SCHENCK Chairman Schenck noted that a tremendous amount of money would have to be spent, and it is necessary to determine how to pay for it. He was sure that Mr. Holman would want to do one large borrowing rather than smaller loans.

HOLMAN Mr. Holman reported that if one big borrowing were to be done, it would save on soft costs. Smaller borrowings would eventually be refinanced. He projected out to 2013 to do a large borrowing, which may or may not include the repair or replacement of the police building, repair township building, Davies Drive rail crossing, paying back \$750,000 to the sewer fund, new fire building, playground replacement and upgrades. Payback might be approximately \$891,000 a year.

Current debt of \$265,084 is being paid on with pay off in 2015. Mr. Holman indicated he would build a projection with assumptions on a three to five-year budget.

SCHENCK Chairman Schenck noted that a decision was necessary in order to move forward with the fire company's need.

BISHOP Mr. Bishop commented that a large amount of work had been done to date, and the timing was especially important. A decision with regard to committing to the land purchase would move that forward.

HOLMAN Mr. Holman indicated that an earlier discussion noted an amount of \$2.1 to \$2.2 million. A line of credit would probably be at the beginning of 2013. That could be in place for a year or two and then could be rolled into years 2014 or 2015.

SCHENCK Chairman Schenck commented that it was important to spend a reasonable amount of money and build a functional building, something that is well done and will last.

ECKERT Mr. Eckert added that they had seen a whole range of how to spend money, but they want something that is functional, that they're proud of and is part of the community.

HOLMAN Mr. Holman noted that all operational and maintenance costs would be paid for by YAUFRR.

SCHENCK Chairman Schenck commented that the plan would include the headquarters for YAUFRR. That would allow YAUFRR to vacate the current facility.

DVORYAK Mr. Dvoryak questioned whether that space would be leased or how it would be handled financially.

BISHOP Mr. Bishop stated that he was not sure that YAUFRR had said that was where they want their headquarters.

MCCOY Chief McCoy responded that they left it that there would be offices built and YAUFRR was invited to use them. If not, the Township would have offices available too.

DVORYAK Mr. Dvoryak stated that the budget projects continue to indicate a deficit next year of \$1.3 million.

HOLMAN Mr. Holman stated that the assumption is that \$1.3 million in surplus will be used but it is unlikely it will be needed.

DVORYAK Mr. Dvoryak noted that he was concerned about adding \$1,000,000 in debt service on top of the projected use of \$1.3 million of surplus. He wanted to first address how to project the operating budget.

SCHENCK Chairman Schenck noted that Mr. Holman will put together a three to five-year assumption with the board's direction.

HOLMAN Mr. Holman stated that a project of that nature would involve strategic planning, and he would want to focus on the three to five-year assumptions and financial goals during the January, February and March, 2012 Strategic Planning Sessions.

LANDIS Ms. Landis commented that the only way to generate additional revenue is to increase taxes. She indicated she thought the police building and township buildings remain functional.

HOLMAN Mr. Holman asked for the board's direction with regard to moving forward with the purchase of land for the fire service.

SCHENCK Chairman Schenck asked whether the board agreed that the fire fund money in the Capital Fund was dedicated for the fire service.

HADGE Mr. Hadge stated that the amount in the fund is approximately \$205,000 to \$206,000 and is documented in the Capital Fund.

LANDIS Ms. Landis noted that if the funds are committed, then it will move into a fourth and fifth year for the end result of a \$2 million building.

DVORYAK Mr. Dvoryak indicated that, at that point, station 89.1 is sold, and the fire service is without a building.

BISHOP Mr. Bishop commented that if the transaction happens, the project will move in the direction of solving some long-standing, expensive problems and will commit to providing fire service. He added that to continue to do so without making the capital expenditures necessary to do it efficiently is a false economy.

DVORYAK Mr. Dvoryak noted that he had not heard anyone say that they are opposed to capital projects of this nature but rather to the point of how to pay for it.

SCHENCK Chairman Schenck commented that looking at the long term capital needs, the existing fire station is old and in the worst condition. The building has served its purpose. The board just needed to figure out a way to build a new station, which means debt service on \$2 million; maybe a 10% tax increase.

Capital Fund

SCHENCK Chairman Schenck asked what capital projects were moved into 2012 because of the liquid fuels \$200,000.

LAUER Mr. Lauer responded that it involved the sewage treatment project. However, PennDOT sent him a letter indicating they would honor the 2011 pricing in 2012 to complete the projects.

DVORYAK Mr. Dvoryak commented that it would be 100% outsourcing. He questioned with all the state limitations and restrictions within liquid fuels, whether it would be acceptable in an audit.

LAUER Mr. Lauer assured him that it would not be a problem.

SCHENCK Chairman Schenck asked whether any of the prep work that was done would hold up during the winter.

LAUER Mr. Lauer responded that all of the crack sealing will remain 90% in place. They will go over it and check for extra expansion before they put the surface down. They are much further ahead for 2012.

Consensus to moving the \$200,000 forward into the 2012 Capital Fund.

Contract services – Sidewalk and Curbs

LAUER Mr. Lauer reported that sidewalks and curbs are annual work done each year. When new curbs or sidewalks are installed they install handicapped ramps on corners where necessary.

Engineering

HOLMAN Mr. Holman noted that the money remains to assist in getting started on a traffic study once the work is done at Mt. Zion and Market Streets. A figure of \$5,000 will remain for Davies Drive.

Capital Reserves or Capital park improvements.

HADGE Mr. Hadge noted that the amount was reduced that to accommodate the fund balance to \$5,000 for park improvements from \$25,000.

HOLMAN Mr. Holman stated that sidewalks had been requested by Mr. Wendel for several years. One of the plans had been to provide sidewalks as is required by developers around the perimeter of the parks. In addition to providing sidewalks in Springettsbury Park, it is proposed to install sidewalks at Fayfield Park at an estimated \$10,000.

Debt Service

HOLMAN Mr. Holman indicated that the debt remaining was generated with the Development Authority and the debt is being paid.

SCHENCK Chairman Schenck commented that it would be preferable, if not practical, to have the current debt retired before new debt was incurred.

- HOLMAN** Mr. Holman responded that the target would be that new debt would be incurred in 2015 with the payment to begin in 2016.
- SCHENCK** Chairman Schenck asked whether the board wanted to reconsider any of the proposed projects, particularly the sidewalks.
- HOLMAN** Mr. Holman stated the sidewalks would be moving roughly \$20,000 to include the Mt. Rose sidewalk.
- SCHENCK** Chairman Schenck asked whether there were other park improvements in the budget.
- HOLMAN** Mr. Holman responded that it would just be for maintenance.
- HADGE** Mr. Hadge noted that he had projected a net expenditure of \$215,000 for 2011. They will spend less by about \$200,000. There will be some additional good revenues.
- HOLMAN** Mr. Holman stated that documentation at the Third Quarter Budget Review provided to the board, the Total General Fund Expenditures had a left over appropriation at the end of 2011 of about \$211,000. Following that there was the October snow storm, and some funds were used to cover the snow removal. If the board wanted to install the sidewalks, the funds could be transferred into the Capital Fund and make it available for the park sidewalks.
- SCHENCK** Chairman Schenck stated for clarification that they would transfer \$20,000 over into the Capital Fund for the use of \$12,000 for the park sidewalks.
- HOLMAN** Mr. Holman noted that there would be approximately \$180,000 remaining appropriations for results of operations with no change to the revenue needs.
- LANDIS** Ms. Landis asked for the status of the Miltex matter.
- HOLMAN** Mr. Holman responded that the Miltex matter should be settled and not have an impact on the 2011-12 budget. It had been a very cooperative process, and it will be a refund of taxes and not come from any existing township revenue.
- HOLMAN** Mr. Holman noted that he will be preparing the December transfer resolution adjustments. He wanted the board's consensus on the funding. He explained that at the end of the year they "balance the checkbook." They account for what was spent over what was anticipated and transfer funds. During the Third Quarter Budget Review, there was a variance that had appropriations money authorized to spend of approximately \$215,000 for the year. He noted he will be using \$8,000 of it for the snow removal. If the board wanted to do so, sidewalks could be installed for Fayfield and around the tennis courts for about \$25,000 from Results of Operations. It would be transferred in to the Interfunds Capital Fund and

assigned to do the work in 2012. The resolution is done every year and normally is generic.

DVORYAK Mr. Dvoryak asked Mr. Wendel whether the sidewalks are a top priority for the parks.

WENDEL Mr. Wendel responded that it was not a top priority, but there are other projects in the Master Plan that are hundreds of thousands of dollars. The smaller level projects such as sidewalks and making the parks handicapped accessible are in the \$25,000 range and had been requested for the last four or five years.

HOLMAN Mr. Holman asked whether the board was interested in doing so.

LANDIS Ms. Landis responded that she was not in favor of spending that money on sidewalks. She would like to take that additional money and put it back into the surplus.

DVORYAK Mr. Dvoryak stated that he had stated he would like to work on balancing the budget for 2012, i.e., a budget that does not use fund balancing. He did not want to speak now in favor of spending more money.

Consensus was to keep \$5,000 in that line item.

HOLMAN Mr. Holman noted that he will prepare assumptions into three and five-year budgeting for the Strategic Planning Sessions in January, February and March based on the discussions. The budget will show what the long-term impacts are and the board can make informed decisions.

BOWMAN Mr. Bowman noted that a better decision can be made if the board is given the differences in costs with renovations and/or replacements.

BISHOP Mr. Bishop commented that in reviewing these potential building/renovation projects, the construction costs will likely be lower in this construction environment than 4, 5 or 10 years down the road.

SCHENCK Chairman Schenck agreed with Mr. Bishop. He noted that the other item that Mr. Holman proposed was to take the assumption as to not incur any new debt until the current debt is paid off. He asked Mr. Hadge what his number would be as far as the “on-going gap” in simple numbers between revenue and expenditures including windfalls.

HADGE Mr. Hadge responded that the trend over the last three years was approximately \$800,000 per year based on the last five years.

SCHENCK Chairman Schenck summarized that the purpose of the meeting this date was for Mr. Lauer’s update on liquid fuels. A clear decision was made on that. The Capital Fund discussion was to change the \$25,000 to \$5,000.

- HOLMAN** Mr. Holman stated that the General Fund Budget at this point will be \$12,940,000. There may be a slight reduction in the YAUFBR Budget less approximately \$3,000 to \$4,000. The budget holds the line in that it does not increase overall expenditures.
- DVORYAK** Mr. Dvoryak noted that there would be a month left to figure out how to whittle away at the \$1.3 million. He stated that was his direction rather than to push the problem into the next year.
- SCHENCK** Chairman Schenck indicated that it would be unrealistic to think that could be done in one year. The discussion centered around a review of a three to five-year projection to meet the reduction goals.
- DVORYAK** Mr. Dvoryak responded that he wasn't suggesting that the \$1.3 could be eliminated in one year. He stated that the fundamental issues are that the American economy is not going anywhere in the next few years, and the board has to assume the only revenue item of control is the property tax as a potential revenue source. If a 30% tax increase was out of the question, then it is imperative to find cost savings elsewhere.
- HOLMAN** Mr. Holman commented that it would involve a fundamental shift in budget philosophy. He added that the expenditures had been lowered as far as possible.
- DVORYAK** Mr. Dvoryak noted he preferred that the Manager and the staff develop a plan to cut expenses and come up with a budget that balances year to year, longer term without drastically raising taxes, and one that reviews how the township operates, how it is staffed, review and benefit structures.
- BOWMAN** Mr. Bowman asked what percent of the budget is personnel costs.
- HADGE** Mr. Hadge responded it is between 60 and 65%.
- DVORYAK** Mr. Dvoryak stated that any discussion has to review that 65% and how it's spent. A review of the non-contractual benefit plans should be done as to how it matches up against the private sector.
- HOLMAN** Mr. Holman stated that he had just finished a review of all the policy manuals, the costs, the savings, and the number. They continue to review manpower.
- BISHOP** Mr. Bishop commented that by his asking that question he was implying that it would be a reasonable thing to do. From a big picture strategy point of view it's very difficult to say that it would be reasonable to balance the budget on the backs of the non-union employees.

- DVORYAK** Mr. Dvoryak agreed and was not suggesting that was the answer. It may be worth reviewing. Bottom line is that there is an issue that cannot be pushed down the road.
- HOLMAN** Mr. Holman noted that over the past eight years employees have begun paying towards their health benefits, contributing to their pensions, police and fire have made changes, and the health plan matches 40 other municipalities.
- DVORYAK** Mr. Dvoryak asked whether there are non-contractual bonuses in the 2012 budget.
- HOLMAN** Mr. Holman responded that within the personnel manual it is documented that depending on years of service an employee receives a bonus, all of which is budgeted.
- HADGE** Mr. Hadge responded that \$60.00 is paid after six years up to a maximum of \$1,200.
- LANDIS** Ms. Landis commented that just because it is budgeted in the personnel manual, doesn't mean that those bonuses should continue. She continued that in the private sector salaries are decreased and there are no raises, increases in health benefits. It is a hard message that needed to be sent.
- SCHENCK** Chairman Schenck noted that there would be no way to accomplish what was being discussed without going to the bargaining units. He reiterated that was why he hoped for the three-to five-year plan.
- BISHOP** Mr. Bishop suggested that it would be irresponsible for the board to give the impression to employees that the budget can be balanced on the backs of the non-union employees. Making a suggestion about non-contractual bonuses implies that's where the focus is going.
- DVORYAK** Mr. Dvoryak responded that it implies that is one piece for review of the overall puzzle.
- BISHOP** Mr. Bishop stated that giving out that perception is damaging and the board needed to be very careful to not give out that perception because it will cause more problems than could ever be saved in dollars.
- HOLMAN** Mr. Holman cautioned the board in discussing contractual and negotiations with collective bargaining sessions as it should be done in an Executive Session.
- SCHENCK** Chairman Schenck indicated that over the next three to five years, the revenues must cover the expenditures and include a way to build the reserves. The review must include raising taxes.

HOLMAN Mr. Holman reiterated that the board wanted a plan that shows the next three to five years where there is no use of surplus and expenditures do not exceed revenues and in some way allows a surplus to grow.

DVORYAK Mr. Dvoryak asked Mr. Holman if that was a reasonable goal.

HOLMAN Mr. Holman responded that his training was to always anticipate some surplus to be used in the budget. He added that his theory has been that over time fund surplus will rebuild if costs are controlled and the revenue use is maximized. He indicated he would begin preparing a long-range plan to begin review in January.

Consensus was to eliminate an additional meeting on November 9th; having a budget presentation on December 16th at 6:30 p.m. and the budget will be advertised.

HADGE Mr. Hadge stated that it would be the \$12,940,950 General Fund Budget.

DVORYAK Mr. Dvoryak asked what would happen if the budget is not approved at the December meeting.

HADGE Mr. Hadge responded that the budget must be approved by December 31st. Only one meeting is scheduled for December 8th.

SCHENCK Chairman Schenck commented that the board had met on December 31st at lunch time. It can be done.

2. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 9:10 a.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**NOVEMBER 16, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Wednesday, October 16, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: George Dvoryak, Vice Chairman
Mike Bowman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Bill Schenck, Chairman

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
Jim Baugh, Director of Community Development
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
David Trott, Springettsbury Police Department
Jack Hadge, Finance Director
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

DVORYAK Vice Chairman George Dvoryak called the Regular Meeting of the Springettsbury Township Board of Supervisors to order at 7 p.m. He led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. October 27, 2011 – 7:50 p.m.

- 1) Personnel
- 2) Collective Bargaining

DVORYAK Mr. Dvoryak announced that immediately following the last meeting on October 27th, an Executive Session was held for discussion of personnel and collective bargaining matters.

3. COMMUNICATION FROM CITIZENS

There were no citizen comments.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill stated that he had provided a monthly report. He reported that the damaged section of pipe on Marlowe Drive was repaired, and it is expected that the winterizing paving and smoothing would be completed immediately.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had provided a monthly report. He noted that he had an opportunity provided by the Realtors' Association of York/Adams County and the Watershed Alliance of York to participate in a bus tour including the project at Penn Oaks Park. The township had addressed an erosion problem and successfully stabilized the main channel extending from Kingston Road through the park using natural techniques with grass, vegetation and trees. He provided several overhead photographs of the channel showing the improvements.

LANDIS Ms. Landis questioned the need for re-approval of the Lancaster County Bible Church project. She wondered whether it was due to the Highway Occupancy Permit having been provided.

LUCIANI Mr. Luciani responded that she was correct in that the HOP had been approved. It was a condition of the recording. The Municipal Planning Code provides 90 days from the date that of the previous approval to have all the conditions met. Since the date is beyond that timeline, it must be re-approved and re-signed.

LANDIS Ms. Landis was surprised that 90 days had elapsed and thanked him for his response.

5. CONSENT AGENDA

- A. Acknowledge Receipt of October 31, 2011 Treasurer's Report.
- B. Board of Supervisors Strategic Planning Session Minutes – October 13, 2011.
- C. Board of Supervisors Regular Meeting Minutes – October 27, 2011.
- D. Regular Payables as Detailed in the Payable Listing of November 16, 2011.
- E. Reapproval – LD-10-03 – Lancaster County Bible Church.

**MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH E.
MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS, CONTRACTS, AND AGREEMENTS

A. Authorization to Advertise for Bids for Summer Concert Series and Saturday in the Park Marketing and Advertising Contract.

MR. BOWMAN TO APPROVE AUTHORIZATION TO ADVERTISE FOR BIDS FOR SUMMER CONCERT SERIES AND SATURDAY IN THE PARK MARKETING AND ADVERTISING CONTRACT. MOTION UNANIMOUSLY CARRIED.

- B. Authorization to Approve Meadowlands Sewer Inspection Series Agreement with Buchart Horn, Inc. in an amount not to exceed \$89,500.

MS. LANDIS MOVED TO AUTHORIZE TO APPROVE MEADOWLANDS SEWER INSPECTION SERIES AGREEMENT WITH BUCHART HORN IN THE AMOUNT NOT TO EXCEED \$89,500. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis commented in regards to the Surplus Fund for the years 2011 and 2012. She was delighted to see a proposed \$390,000 allotted to being transferred over to the Capital Improvement Fund. She asked why some of that surplus from 2011 could not be transferred into the Capital Fund.

HOLMAN Mr. Holman responded that the board could authorize a transfer of surplus funds into the Capital Fund at any time during the year. He noted that he will be preparing a three year and five-year budget forecast within the next several months, which will provide the board with an in-depth review. At that time the board might choose to transfer funds into designated areas. He noted that in December there will be a “balancing the checkbook” exercise. They have unexpected expenses covering the October snowstorm, as well as replacement of the boiler in the farmhouse. He recommended that no transfers be authorized until the first three months of 2012 have elapsed. At that time the board can make its recommendations.

DVORYAK Mr. Dvoryak recalled that the estimated date for the board to review the three to five-year numbers will be sometime during the first quarter of 2012.

HOLMAN Mr. Holman responded that he hoped to have everything finished in the first few Strategic Planning Sessions dealing with the budgets. Mr. Baugh will be working the first three months on MS4 and Act 167 with the Planning Commission, which will be followed by recommendations from the Planning Commission. He wanted to coordinate that planning as well for productivity and review for long-term budgeting.

LANDIS Ms. Landis commented on the 2012 financial regulation being mandated for the use of Fund Balance.

HOLMAN Mr. Holman responded that he was aware of the GASB mandate and will be preparing it for the board's consideration.

LANDIS Ms. Landis noted that would help with some safeguarding for the taxpayers of the status of the Fund Balance.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch indicated he had nothing to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman noted his previous mention of the boiler fire in the farmhouse. They are reviewing the options for repair/replacement. (1) They may be able to use the air conditioning unit and put an additional unit with it for heating the farmhouse at a lesser expense. (2) A new boiler will cost approximately \$10,000. There was no damage to the farmhouse.

11. ORDINANCES AND RESOLUTIONS

A. Ordinance No. 2011-08 – Amending the Code of Ordinances, Chapter 300, Article I “Earned Income and Net Profits Tax”.

MS. LANDIS MOVED TO APPROVE ORDINANCE 2011-08 AMENDING THE CODE OF ORDINANCES, CHAPTER 300, ARTICLE I “EARNED INCOME AND NET PROFITS TAX”. MOTION UNANIMOUSLY CARRIED.

B. Resolution No. 2011-51 – Authorization to Enter into Cost Sharing Agreement with Pennsylvania Department of Transportation for Sewer Relocation Costs as part of the Route 124 Widening Project.

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-51 AUTHORIZATION TO ENTER INTO COST SHARING AGREEMENT WITH PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR SEWER RELOCATION COSTS AS PART OF THE ROUTE 124 WIDENING PROJECT. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

A. YorkCounts Public Safety Task Force Update

BISHOP Mr. Bishop reported that a meeting of the Task Force had been held. He noted that there were many new faces representing the municipalities. A very preliminary report was presented. There were seven different options for consolidation, which included everything from all major municipalities and the ring around the city consolidating down to individual mergers between individual

regional police departments and municipalities. There was very little presented in the way of financial information. They are reviewing other options for inter-municipal cooperation short of mergers. The most vigorous participation was by the City of York indicating a great interest. There were no additional meetings scheduled at this time.

DVORYAK Mr. Dvoryak asked whether the Task Force members at the meeting had been requested to provide additional information or opinions.

BISHOP Mr. Bishop responded that there were no requests of the Task Force.

13. NEW BUSINESS

A. Authorization to Advertise 2012 Proposed Budget

MR. BOWMAN MOVED FOR AUTHORIZATION TO ADVERTISE THE 2012 PROPOSED BUDGET. MOTION UNANIMOUSLY CARRIED.

B. Set the Time for the January 3, 2012 Board of Supervisors Reorganization Meeting.

Consensus was to set the time at 5 p.m. on Tuesday, January 3, 2012

C. Acknowledge Receipt of Auditor General's Audit Report of the Springettsbury Township Volunteer Firefighter's Relief Association for the Period January 1, 2008 through December 31, 2009.

MS. LANDIS MOVED TO ACKNOWLEDGE RECEIPT OF THE AUDITOR GENERAL'S AUDIT REPORT OF THE SPRINGETTSBURY TOWNSHIP VOLUNTEER FIREFIGHTER'S RELIEF ASSOCIATION FOR THE PERIOD JANUARY 1, 2008 THROUGH DECEMBER 31, 2009. MOTION UNANIMOUSLY CARRIED.

14. ADJOURNMENT

DVORYAK Vice Chairman Dvoryak adjourned the meeting at 7:36 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
SPECIAL BUDGET PRESENTATION**

**NOVEMBER 16, 2011
APPROVED**

The Board of Supervisors of Springettsbury Township held a Special Budget Presentation on Wednesday, October 16, 2011 at 6:30 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: George Dvoryak, Vice Chairman
Mike Bowman
Don Bishop
Julie Landis

MEMBERS NOT

IN ATTENDANCE: Bill Schenck, Chairman

ALSO IN

ATTENDANCE: John Holman, Township Manager
John Luciani, Civil Engineer
Jean Abreght, Stenographer

1. CALL TO ORDER

DVORYAK Vice Chairman George Dvoryak called the Special Budget Meeting for Springettsbury Township to order at 6:30 p.m. The purpose of the meeting was to review the proposed budget for 2012.

2. PRESENTATION OF THE PROPOSED 2012 BUDGET

HOLMAN Mr. Holman reported that the process began June 29, 2011 with the Directors and himself. They worked their way through a lengthy process to get to a proposed budget. The documentation of his PowerPoint presentation was provided to the board and is available to the public, as well as published on the township website. Mr. Holman noted the timeline followed in preparation for the budgets and noted the presentation this date was for authorization to advertise. He reported the following, which is summarized:

General Fund Proposed, \$12,940,950. Other Funds included Capital Improvement, \$410,000; Commonwealth Liquid Fuels, \$931,000; Library Fund, \$2,000; Petitioned Street Light, \$82,000; Storm Water Reserve, \$500; Subdivision Recreation, \$3,000; Waste Reduction, \$93,500 for a total of \$1,522,000. Sewer Fund-General Operating, \$11,443,500; Springettsbury Township Capital, \$1,990,000 and the Intermunicipal Sewer Capital Fund, \$100,000. Sewer Fund Total, \$13,533,500; All Funds Total Budget, \$27,996,450.

Mr. Holman announced that the Real Estate Tax will remain the same for 2012 at .87 mills. He noted there had been no tax increases since 2004.

Anticipated Revenue for 2011 has been better than expected, which resulted in no use of surplus or fund balance during 2011. Revenue sources include taxes, licenses and permits, fines, interest earnings, rental property, intergovernmental revenues, service charges, etc. Total Revenues anticipated for 2012 amount to \$12,940,950.

The Sewer Fund Budget during 2011 and 2012 show a 30% increase in that budget, a result of an all-inclusive Debt Service of approximately \$780,000. With the completion of the BNR Improvement project, the electric bills rose. An ultra-violet system was chosen as opposed to a fluorine system to treat the waste and was done for safety reasons. An on-going review is underway to take steps to lower those electric charges.

The Sewer Fund Operating Budget includes Operations and Maintenance, \$5,329,500; Collection Systems, \$1,309,000; Administration, \$4,266,500; Technical Services, \$538,500 for a Total Sewer Fund Budget of \$11,443,500. Springettsbury Township funds 50% of the budget; the other 50% is funded by the eight additional municipalities participating in the fund.

Springettsbury Township Sewer Fund Budget will fund a number of projects during 2012, including Rehabilitation, Meadowlands Pump Station, Haines Acres Rehab, Haines Road Rehab, Market Street Replacement, Whiteford to Concord Lines, Yorkshire Rehab and Yorklyn/Wilshire Rehab.

The Sewer Fund Intermunicipal Reserves proposed \$100,000 in anticipated projects during 2012 to include Flood Protection and Sludge Containment.

Mr. Holman identified the Springettsbury Township Goals for 2012, which include Job Retention and Economic Growth through the Development Authority, Continued Road Improvements, Meadowlands Pump Station Project Completion and continued Strategic Planning. Shared services continue with York Area United Fire and Rescue.

Mr. Holman expressed his thanks and appreciation to the staff and the board's decisions during the process to completion of the proposed budget. He was thankful that a budget could be presented that held taxes and amounted to less than the 2011 budget. He offered to respond to any questions.

DVORYAK Mr. Dvoryak thanked Mr. Holman for an excellent presentation. He requested comments from the public. There were no public comments.

3. ADJOURNMENT

DVORYAK Vice Chairman Dvoryak adjourned the meeting at 6:58 p.m.

Respectfully submitted,

John Holman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**DECEMBER 8, 2011
(RECESSED AND RECONVENED ON
DECEMBER 15, 2011)
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, December 8, 2011 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN ATTENDANCE: Bill Schenck, Chairman
George Dvoryak
Mike Bowman
Julie Landis

MEMBERS NOT IN ATTENDANCE: Don Bishop

ALSO IN ATTENDANCE: John Holman, Township Manager
Charlie Rausch, Solicitor
Jim Baugh, Director of Community Development
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
David Trott, Springettsbury Police Department
Jack Hadge, Finance Director
Jean Abreght, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SCHENCK Chairman Schenck called the meeting to order at 7 p.m. He thanked the residents for coming. As part of the Opening Ceremony, he asked that consideration be given to some recent passings in the community. Judge Clarence Patterson had passed, as well as Nick Gurreri, who served as Supervisor of Springettsbury Township for many years in many capacities. He asked that a Moment of Silence be held in recognition of their passings. He then led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SCHENCK Chairman Schenck announced that a Executive Session was held prior to this Regular Meeting to discuss potential litigation surrounding the Tax Collector office. No additional Executive Sessions were planned for this date.

3. COMMUNICATION FROM CITIZENS

2305 East Philadelphia Street

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**DECEMBER 8, 2011
(RECESSED AND RECONVENED ON
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APPROVED**

GUNNING Paul Gunning, 2205 East Philadelphia Street, brought forward his concern with regard to the property at 2305 East Philadelphia Street, which he reported operates a dance studio. He stated that it is a commercial enterprise which charges a fee for persons who use their service. The building is in a residential zoning area. He had discussed his issues with Solicitor Rausch; however, the conclusion was that there was insufficient evidence that zoning laws were breached.

RAUSCH Solicitor Rausch stated that the matter dealt with a church, and a school is permitted in the R7 zone. Any ambiguity favors the landowner. The township had notified the church of the matter, and they had engaged counsel. Their counsel made it clear that they are not leasing the building for commercial purposes. The township has an issue dealing with balancing the rights of the neighbors and the rights of the church. Solicitor Rausch had advised Mr. Gunning that, under the Municipalities Planning Code, he has a right to bring his own action against the church if he chose to do so.

GUNNING Mr. Gunning indicated that he planned to pursue the matter and thanked the board for their time.

Shawan Lane Snow Removal

HATCHER Brad Hatcher, 1813 Shawan Lane, stated that he and his neighbors have some physical and medical problems which prevent them from doing any snow shoveling. They had contacted Mr. Lauer to request that the plow blade be turned to plow the snow away from their driveways. On Shawan Lane there are a number of homes on the east side and nothing but a creek and a sidewalk on the west side. He asked whether Mr. Holman and Mr. Lauer had an opportunity to investigate their area.

HOLMAN Mr. Holman responded that they had not had the opportunity to date. However, he will contact Mr. Hatcher and arrange a date to meet with him.

HATCHER Mr. Hatcher noted that he had emailed some pictures of the street to the township.

GOLLA Ed Golla of 1809 Shawan Lane echoed Mr. Hatcher's statements. He indicated it would be a great help to their particular three households as they all have serious medical problems.

VIOLANTE' Larry Violante' of 1805 Shawan Lane added that it would be truly appreciated if the township could help. He had a major heart attack and his wife had a stroke.

SCHENCK Chairman Schenck thanked the residents. He was sure that Mr. Holman and Mr. Lauer will investigate and get an answer for them. He thanked them for coming out to the meeting.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill stated that he had provided a monthly report and had one update. The Pre-Construction Meeting for the Meadowlands was scheduled for December 13th at 9 a.m. In addition, he reported that the Gate Repairs were completed and the gates are fully functional.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani noted that he had provided a written monthly report. He had several updates:

- Norfolk Southern – The source of flooding on Market Street was discovered to be related to a Norfolk Southern pipe that needed to be opened up. He had notified Norfolk Southern by letter.
- Mt. Rose Avenue Sewer Repair – An internal decision was made not to bid out a separate sewer line replacement near St. John’s Church. PennDOT will have traffic control in place and have a contractor there, and it would not be wise to hire a township contractor to rebuild that before PennDOT comes in. He had submitted drawings to PennDOT, and they had used township specifications.
- Rite Aid Traffic Signal – Their contractor had finally installed the box for battery backup and features. However, Mr. Lauer observed a fire truck coming through the intersection and the pre-emption did not work. Mr. Luciani reached out to the contractor and advised it was a public safety issue and that it needed to be corrected ASAP or the township would hire its own contractor and back charge them.

LANDIS Ms. Landis questioned item 1.3 in Mr. Luciani’s report, Harley-Davidson’s formal request to reduce the requirements for battery backup, etc.

LUCIANI Mr. Luciani responded that, because they had to spend five times the amount they would normally spend in their budget for the Eden Road repair, they are attempting to back out of the rest of the project.

HOLMAN Mr. Holman indicated that it is part of the Land Development Plan, and as a result it would be a major change to that Plan. The plan would have to go back through the Planning Commission.

LANDIS Ms. Landis commented that she was concerned about the public safety issue and wanted to make sure that the decisions made are consistent across the board.

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**DECEMBER 8, 2011
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DVORYAK Mr. Dvoryak asked for an update on the flooding issues at Deamerlyn and Pleasant Valley Road. He wanted to be sure that some follow up was made to the Kahlbaughs to explain the situation.

LUCIANI Mr. Luciani responded that he had submitted an estimate to the township toward resolving the issue. He was not sure of its distribution.

SCHENCK Chairman Schenck reported that he had seen Mrs. Kahlbaugh and brought her up to date on the investigation. The review found that the pipe design had limitations to handle a 10-year storm and that some consideration was being given to when the water comes over the pipe during a 100-year storm, to re-direct it to an appropriate area. To re-do the pipe size probably won't happen due to the expense.

HOLMAN Mr. Holman noted that he and Mr. Lauer had been checking the area during some of the heavier rainstorms and found that it is flowing properly.

LUCIANI Mr. Luciani indicated that he would visit with her and provide the details of their investigation.

DVORYAK Mr. Dvoryak reported that a resident from Keesey Street had asked whether it would be possible to add a sign at the intersection of Eastern Boulevard and Keesey to show that cross traffic does not stop.

LUCIANI Mr. Luciani responded that he would review the Manual for Uniform Traffic Control Devices, and if that is listed as a common tag, Mr. Lauer could take care of that. Any deviation from the MUTCD would eliminate liquid fuels reimbursement.

5. CONSENT AGENDA

- A. Acknowledge Receipt of October 18, 2011 York Area United Fire and Rescue Commission Meeting Minutes.
- B. Board of Supervisors Budget Work Session Minutes – October 5, 2011.
- C. Board of Supervisors Budget Presentation Meeting Minutes – November 16, 2011
- D. Board of Supervisors Regular Meeting Minutes – November 16, 2011
- E. Kinsley Construction – Marlow Drive Sanitary Sewer Project – Application for Payment No. 1 in an amount not to exceed \$67,397.62.
- F. Regular Payables as Detailed in the Payable Listing of December 8, 2011.
- G. SD-07-06 – Time Extension – Triplet Springs – Plan Expires 1/20/12 (New Plan Date 4/20/12).
- H. SD-10-02 – Time Extension – Harley Campus Separation – Plan Expires 12/29/11 (New Plan Date 3/29/12).

- I. LD-11-01 – Time Extension – Buffalo Wild Wings – Plan Expires 1/27/12 (New Plan Date 4/27/12).
- J. LD-11-02 – Time Extension – IRS/SSA – Plan Expires 1/27/12 (New Plan Date 4/27/12).

**MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH J.
MOTION UNANIMOUSLY CARRIED.**

6. BIDS, PROPOSALS, CONTRACTS AND AGREEMENTS

- A. Authorization to Enter into Agreement with County of York for Mobile Data Communication System.

**MS. LANDIS MOVED TO APPROVE TO ENTER INTO AGREEMENT WITH THE
COUNTY OF YORK FOR MOBILE DATA COMMUNICATION SYSTEM. MOTION
UNANIMOUSLY CARRIED.**

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

DVORYAK Mr. Dvoryak reported for the record that, in addition to the Springetts Village Condo Association Recycling Report, which was submitted early, he distributed to the board and Mr. Holman his recommendations for the Investment Request Proposal. The board had been challenged to provide same by March, 2012.

SCHENCK Chairman Schenck thanked Mr. Dvoryak and noted that he very much appreciated his recommendations.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch stated that he had nothing to add to his written report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman reported that during the York County Tax Collection Coalition meeting the agreements and bylaws were adopted. He will provide copies to the board. This action will meet the Act 32 requirements for Earned Income Tax Collection, and the township is in full compliance.

11. ORDINANCES AND RESOLUTIONS

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**DECEMBER 8, 2011
(RECESSED AND RECONVENED ON
DECEMBER 15, 2011)
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- A. Resolution No. 2011-52 – Authorizing the Transfer of Funds from One Account to Another Account Within the General Fund (2011 Budget Year End Closing Transfers).

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-52. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2011-53 – 2012 Budget Adoption

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-53 – 2012 BUDGET ADOPTION. MESSRS. SCHENCK AND BOWMAN VOTED IN FAVOR. MR. DVORYAK AND MS. LANDIS VOTED NO.

SCHENCK Chairman Schenck stated that this is the last scheduled meeting of the board for 2011. Passing of the budget is required.

RAUSCH Solicitor Rausch stated in order not to re-advertise, this meeting will have to recess to a date and time certain.

- C. Resolution No. 2011-54 – 2012 Tax Levy

MR. DVORYAK MOVED TO APPROVE RESOLUTION 2011-54, THE 2012 TAX LEVY. MOTION UNANIMOUSLY CARRIED.

- D. Resolution No. 2011-55 – Approval of 2012 YAUFRR Budget

This item was tabled pending approval of the township budget.

- E. Resolution No. 2011-56 – Authorizing a Supplemental Appropriation for Sewer Funds

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-56. MR. SCHENCK AND MR. BOWMAN VOTED IN FAVOR. MR. DVORYAK AND MS. LANDIS VOTED NO. MOTION TABLED.

- F. Resolution No. 2011-57 – Authorizing Dedication of Public Improvements for Certain Streets Located in Orchard Hills, Phases I and II.

MS. LANDIS MOVED TO APPROVE RESOLUTION NO. 2011-57. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

- A. YorkCounts Public Safety Task Force Update

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

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HOLMAN Mr. Holman reported that he had been contacted for additional information. Lt. Trott and Mrs. Speicher had been very helpful in compiling the information, which had been provided to PERF.

13. NEW BUSINESS

A. Motion to Authorize Final Payment for Tax Collection Services to estate of Margaret Cousler in the amount of \$2,894.69.

Due to Executive Session discussions surrounding legal ramifications, item A was removed from the agenda.

B. Motion to Accept John Lutz' Resignation from Planning Commission

MS. LANDIS MOVED TO APPROVE THE MOTION TO ACCEPT JOHN LUTZ' RESIGNATION FROM THE PLANNING COMMISSION. MOTION UNANIMOUSLY CARRIED.

Consensus of the board was to recess the meeting this date and reconvene on Thursday, December 15, 2011 at 7 a.m.

SCHENCK Chairman Schenck recessed the meeting at 8 p.m.

The Board of Supervisors of Springettsbury Township reconvened the meeting on Thursday, December 15, 2011 at 7 a.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
George Dvoryak
Don Bishop
Mike Bowman

MEMBERS NOT

IN ATTENDANCE: Julie Landis

ALSO IN

ATTENDANCE: John Holman, Township Manager
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jack Hadge, Finance Director
Sandy Ratcliffe, Deputy Finance Director
Robert McCoy, Chief, YAUFR
Jean Abreght, Stenographer

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**DECEMBER 8, 2011
(RECESSED AND RECONVENED ON
DECEMBER 15, 2011)
APPROVED**

CALL TO ORDER

SCHENCK Chairman Schenck reconvened the Board of Supervisors meeting at 7 a.m. He noted that Supervisor Landis was unable to be present. There were three items left on the agenda for action.

1. Resolution No. 2011-53 – 2012 Budget Adoption

MR. BOWMAN MOVED TO APPROVE RESOLUTION NO. 2011-53. MESSRS. SCHENCK, BISHOP AND BOWMAN VOTED IN FAVOR; MR. DVORYAK VOTED NO. MOTION CARRIED 3/1.

2. Resolution No. 2011-55 – Approval of 2012 YAUFR Budget

MR. BISHOP MOVED FOR THE ADOPTION OF RESOLUTION NO. 2011-55 – BUDGET FOR YAUFR. MOTION UNANIMOUSLY CARRIED.

3. Resolution No. 2011-56 – Authorizing a Supplemental Appropriation for Sewer Funds.

MR. BISHOP MOVED FOR THE ADOPTION OF RESOLUTION 2011-56. MESSRS. SCHENCK, BISHOP AND BOWMAN VOTED YES. MR. DVORYAK VOTED NO. MOTION CARRIED 3-1.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 7:08 a.m.

Respectfully submitted,

John Holman
Secretary

ja