

**SPRINGETTSBURY TOWNSHIP  
DEVELOPMENT AUTHORITY**

**SEPTEMBER 24, 2009  
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority meeting on Thursday, September 24, 2009 at 6:45 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Bill Schenck  
Don Bishop  
Mike Bowman  
George Dvoryak  
Nick Gurreri

**ALSO IN**

**ATTENDANCE:** John Holman, Township Manager  
Charles Rausch, Solicitor  
John Luciani, Civil Engineer  
Dennis Crabill, Environmental Engineer  
Sue Sipe, Stenographer

**1. CALL TO ORDER**

**BISHOP** Chairman Schenck called the meeting to order at 6:45 p.m.

**2. CERTIFICATION OF QUORUM**

**HOLMAN** Mr. Holman certified that a Quorum was present with five members of the Authority.

**3. APPROVAL OF MINUTES**

**A. Development Authority Regular Meeting – April 23, 2009**

**MR. GURRERI MOVED TO APPROVE THE MINUTES OF APRIL 23, 2009.  
MR. DVORYAK WAS SECOND. MOTION CARRIED. MR. SCHENK  
ABSTAINED AS HE WAS NOT PRESENT.**

**4. RESOLUTIONS/MOTIONS**

There were no Resolutions/Motions.

**5. NEW BUSINESS**

- A. Acknowledge Receipt of Calendar Year 2008 Audit Report**
- B. Acknowledge Receipt of PA Department of Community and Economic Development Infrastructure and Facilities Improvement Program Audit Report for the period March 1, 2008 to February 28, 2009.**

**HOLMAN** Mr. Holman indicated that these items are in reference to the grant received in 2006 and 2007 that helped with the development of the roadways for the York Town Center, the rail crossing, and will be helping to fund the Market Street/Mt. Zion improvement scheduled for 2010. He noted these were received previously in a regular meeting of the Board of Supervisors, but the Authority needed to have a formal acknowledgement of receipt.

**MR. BISHOP MOVED TO ACKNOWLEDGE RECEIPT OF AUDIT REPORTS AS LISTED IN ITEM A AND B ON THE AGENDA. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**4. OLD BUSINESS**

**HOLMAN** Mr. Holman thanked Supervisor Bishop, Staff and Springettsbury Business Association for their help in creating the Development Authority page for the newsletter. He noted that phone calls were received indicating they enjoyed the newsletter.

**7. PUBLIC COMMENT**

There was no public comment.

**8. ADJOURNMENT**

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

Respectfully submitted,

John Holman  
Secretary

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**SPRINGETTSBURY TOWNSHIP  
DEVELOPMENT AUTHORITY**

**APRIL 23, 2009  
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority meeting on Thursday, April 23, 2009 at 6:30 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS IN**

**ATTENDANCE:** Don Bishop  
Mike Bowman  
George Dvoryak  
Nick Gurreri

**MEMBERS NOT**

**IN ATTENDANCE:** Bill Schenck

**ALSO IN**

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

**1. CALL TO ORDER**

**BISHOP** Vice Chairman Don Bishop called the meeting to order at 6:30 p.m. He announced that Chairman Schenck was out of the country and would not be in attendance.

**2. CERTIFICATION OF QUORUM**

**HOLMAN** Mr. Holman certified that a Quorum was present with four members of the Authority.

**3. APPROVAL OF MINUTES**

- A. Development Authority Regular Meeting – November 19, 2008**
- B. Development Authority Reorganization Meeting – January 5, 2009**

**MR. GURRERI MOVED TO APPROVE MINUTES IN ITEMS A AND B. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**4. RESOLUTIONS/MOTIONS**

- A. Motion to Authorize Entering into an Agreement with Springettsbury Township for Developing and Printing a Development Authority Page in the Springettsbury Township Newsletter.**

**BISHOP** Mr. Bishop asked Mr. Holman to explain the relationship between the Development Authority and the township with respect to the newsletter.

**HOLMAN** Mr. Holman stated that there had been discussion with regard to the creation of a page in the township newsletter devoted to the Development Authority, which would cost approximately \$1,600. The goal for this new page would highlight economic developments occurring within the township, focusing on new businesses and/or existing businesses. The Springettsbury Business Association would assist in the creation of the news items, developing information and articles and will be set up as a public relations committee to advertise opportunities to develop and improve business here in Springettsbury Township. Mr. Holman indicated it was very important to get the message out to current businesses, as well as potential new businesses interested in coming to the township.

**BISHOP** Mr. Bishop stated that it would be a proactive way to attract businesses and using the Development Authority for something beyond what was initially designed.

**RAUSCH** Solicitor Rausch stated that a Memorandum of Understanding had been created between the township and the Authority to set forth the parameters of economic development as its primary focus.

**HOLMAN** Mr. Holman requested authorization to enter into the Memorandum of Understanding followed by an additional motion during the Board of Supervisors meeting on this date. He added that it had been reviewed and approved by the Solicitor for the Authority.

**DVORYAK** Mr. Dvoryak commented that he thought it was a great idea.

**MR. BOWMAN MOVED TO AUTHORIZE ENTERING INTO MEMORANDUM OF UNDERSTANDING WITH SPRINGETTSBURY TOWNSHIP FOR DEVELOPING AND PRINTING A DEVELOPMENT AUTHORITY PAGE IN THE SPRINGETTSBURY TOWNSHIP NEWSLETTER. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**5. NEW BUSINESS**

**A. Consideration of Springettsbury Business Association as Participant in Helping to Prepare Development Authority Newsletter Page.**

**HOLMAN** Mr. Holman indicated that item A requested consideration for a few members of the Springettsbury Business Association to be appointed as a subcommittee to help put together articles for the page in the newsletter as they are very close to the pulse of the business community.

- RAUSCH** Solicitor Rausch noted that as a first step the subcommittee of the Development Authority could be formed. He and Mr. Holman will develop an outline of the Scope of Services of the subcommittee.
- BISHOP** Mr. Bishop noted a general consensus to create a subcommittee of the Development Authority for the purpose of interacting with the Business Association to help in preparing the new portion of the Springettsbury Township Newsletter. Mr. Bowman agreed to oversee the subcommittee.
- RAUSCH** Solicitor Rausch asked when the next newsletter will be published.
- HOLMAN** Mr. Holman responded that the Development Authority page would not be included in the summer edition. However, he will note the new focus in his manager's corner.
- RAUSCH** Solicitor Rausch commented that it would then move forward to the fall edition.
- BOWMAN** Mr. Bowman asked when the deadline would be for the fall newsletter.
- HOLMAN** Mr. Holman responded that he would provide him with the date.
- BISHOP** Mr. Bishop added it would be some time in July.
- HOLMAN** Mr. Holman added that it is important to keep in mind that the articles are relevant to when the newsletter is published and to always think a month and a half ahead.

**6. OLD BUSINESS**

**A. Mr. Zion/Market Street Road Improvement Update - Recommend Authorizing Springettsbury Township to handle all professional services for bidding, contract review, bidding, administration and coordination with PennDOT.**

- HOLMAN** Mr. Holman reported that all rights-of-way necessary to the widening of Mt. Zion/Market Street intersection had been obtained. The state requested that the township be responsible for the median from the intersection to Bloomingdale, so that when they come in the following year they will start from Bloomingdale and go all the way to Locust Grove and the intersection will not be impacted. Based on the cost the state agreed to participate. The township is developing an agreement for review with the Solicitor in the amount of approximately \$354,142, which will help cover the costs of engineering, the costs of control of traffic, as well as the construction and design. Additionally, through the agreement with Rite Aid, they will contribute \$50,000 toward the project. Overall the

funds seem to be available for completing the project. He had provided an engineer's estimate as backup numbers to widen that intersection. The funding from the Development Authority is designated for this improvement as well as in the Development Agreement signed with the York Town Center as part of the bonding that was done four years ago. He requested the Development Authority to authorize the township to handle the bidding, contract management, contract services. The Development Authority will reimburse the township for the costs from the funds available from the Authority. He stated that a motion to that effect will provide the ability to move forward and as soon as the HOP approval is received the project can go to bid.

**MR. BOWMAN MOVED TO RECOMMEND AUTHORIZING SPRINGETTSBURY TOWNSHIP TO HANDLE ALL PROFESSIONAL SERVICES FOR BIDDING, CONTRACT REVIEW, BIDDING, ADMINISTRATION AND COORDINATION WITH PENNDOT. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**7. PUBLIC COMMENT**

There was no public comment.

**8. ADJOURNMENT**

**BISHOP** Vice Chairman Bishop adjourned the meeting at 6:50 p.m.

Respectfully submitted,

John Holman  
Secretary

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**SPRINGETTSBURY TOWNSHIP  
DEVELOPMENT AUTHORITY REORGANIZATION**

**JANUARY 5, 2009  
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority Reorganization Meeting on Monday, January 5, 2009 at 5:50 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

**MEMBERS**

**IN ATTENDANCE:** Bill Schenck, Chairman  
Don Bishop, Vice Chairman  
Mike Bowman, Secretary/Treasurer  
Nick Gurreri  
George Dvoryak

**ALSO IN**

**ATTENDANCE:** John Holman, Township Manager  
John Luciani, Civil Engineer  
Dori Bowders, Manager of Administrative Operations  
Betty Speicher, Director of Human Resources  
Jean Abrecht, Stenographer

**1. CALL TO ORDER**

**SCHENCK** Acting Chairman Schenck called the meeting to order at 5:50 p.m.

**2. APPOINTMENT OF OFFICERS**

**A. Chairman**

Current: Bill Schenck

**SCHENCK** Mr. Schenck called for nominations for the office of Chairman.

**MR. BISHOP NOMINATED BILL SCHENCK FOR THE OFFICE OF CHAIRMAN. MR. BOWMAN WAS SECOND.**

**SCHENCK** Mr. Schenck called for other nominations. Hearing none he called for the vote.

**NOMINATION UNANIMOUSLY CARRIED.**

**B. Vice Chairman**

Current: Don Bishop

**MR. BOWMAN NOMINATED DON BISHOP FOR THE OFFICE OF VICE CHAIRMAN. MR. DVORYAK WAS SECOND.**

**SCHENCK** Chairman Schenck called for other nominations. Hearing none he called for the vote.

**NOMINATION UNANIMOUSLY CARRIED.**

- C. Secretary/Treasurer**  
Current: Mike Bowman

**SCHENCK** Chairman Schenck called for nominations for the office of Secretary/Treasurer.

**MR. BISHOP NOMINATED MIKE BOWMAN. MR. DVORYAK WAS SECOND.**

**SCHENCK** Chairman Schenck called for other nominations for the office of Secretary/Treasurer. Hearing none he called for the vote.

**NOMINATION UNANIMOUSLY CARRIED.**

**3. APPOINTMENT OF ADDITIONAL PERSONNEL**

- A. Chief Administrative Officer**  
Current: John Holman

**MR. DVORYAK MOVED TO APPOINT JOHN HOLMAN CHIEF ADMINISTRATIVE OFFICER. MR. BISHOP WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- B. Financial Officers (2)**  
Current: Jack Hadge, Financial Officer and Sandy Ratcliffe, Deputy Financial Officer

**MR. DVORYAK MOVED TO APPOINT JACK HADGE FINANCIAL OFFICER AND SANDY RATCLIFFE DEPUTY FINANCIAL OFFICER. MR. GURRERI WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- C. Recording Secretary**  
Current: Dori Bowders

**MR. GURRERI MOVED TO APPOINT RECORDING SECRETARY DORI BOWDERS. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

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

**MR. BISHOP MOVED TO APPOINT CHARLES RAUSCH, BLAKEY, YOST, BUPP & RAUSCH, LLP AS SOLICITOR. MR. GURRERI WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**E. Engineer**

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

**MR. GURRERI MOVED TO APPOINT JOHN LUCIANI, FIRST CAPITAL ENGINEERING. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**4. ADJOURNMENT**

**SCHENCK** Chairman Schenck adjourned the meeting at 5:55 p.m.

Respectfully submitted,

Mike Bowman  
Secretary

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