

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MAY 10, 2018
APPROVED**

The Springettsbury Township Board of Supervisors held a Regular Meeting on Thursday, May 10, 2018 at 7:00 p.m. at the offices of Springettsbury Township located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
Kathleen Phan, Assistant Secretary/Treasurer
Charles Wurster
Blanda Nace

MEMBERS NOT

IN ATTENDANCE: George Dvoryak, Vice Chairman

ALSO IN

ATTENDANCE: Benjamin Marchant, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
Jessica Fieldhouse, Director of Community Development
Mark Hodgkinson, Director of Wastewater Treatment Plant
Teresa Hummel, Finance Director
Dan Stump, Chief, Police Department
Andy Hinkle, Manager, Information Systems
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

SWOMLEY Chairman Swomley called the meeting to order and led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

SWOMLEY Chairman Swomley announced that no Executive Sessions had been held since the last meeting.

3. COMMUNICATION FROM CITIZENS

OERMAN Steven Oerman, member of the Board of Directors of Springettsbury Township Volunteer Fire Company appeared before the board requesting approval of two additional waivers for the Land Development Plan, which were the Engineering Fee and the Permit Fees. They had been omitted from the former request.

**MR. WURSTER MOVED TO WAIVE SAID FEES. MR. NACE WAS SECOND.
MOTION UNANIMOUSLY CARRIED.**

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Dennis Crabill had submitted his monthly report. He had no changes to his report but offered to respond to any questions.

SWOMLEY Chairman Swomley questioned whether he had received anything from the Kessler family.

CRABILL Mr. Crabill responded that he had received nothing to date.

SWOMLEY Chairman Swomley questioned any discussions with the contractor.

CRABILL Mr. Crabill responded that there was a job conference earlier this week and he had brought up the discussion with people in attendance. He stated they understood the township's position, and they will endeavor to do better.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI John Luciani had submitted his monthly report. He had one update with regard to Sheridan Manor. The developer wants their significant bond reduced. He and Mr. Hodgkinson had visited the property. They found the following: (1) Sections of road in Phases II and III. Phase II, which is in the middle of the development, needs road base repair and has some collapsing inlets. (2) Phase III, the wearing course isn't down yet. (3) Wiring for the street lights exists but no light standards. A punchlist will be prepared.

5. CONSENT AGENDA

- A. Board of Supervisors Regular Meeting Minutes – April 26, 2018
- B. Regular Payables as Detailed in Payable Listing of May 10, 2018
- C. Anrich, Inc. – East York Interceptor Project – Application for Payment No. 5 in an amount not to exceed \$122,217.03

MS. PHAN MOVED TO APPROVE CONSENT AGENDA A TO C. MR. NACE WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS, AND AGREEMENTS

- A. Authorization to Approve Phillips Office Solutions Copier/Equipment Lease for the Period May 20, 2018 through May 20, 2023

MR. NACE MOVED TO APPROVE THE FIVE-YEAR LEASE AGREEMENT WITH PHILLIPS OFFICE SOLUTIONS AS PRESENTED. MS. PHAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There were none for action.

8. COMMUNICATION FROM SUPERVISORS

WURSTER Mr. Wurster provided a presentation with regard to the Springettsbury Township Development Authority. He, Solicitor Rausch and Mr. Marchant met with Sean Frederick, a bond counsel with Barley Snyder to discuss the potential. Mr. Wurster's presentation was very detailed and the following is only a summary of main points:

- Springettsbury Township Development Authority (STDA) was formed in 2005 and created under the Municipal Authorities Act. Its focus at that time was the Yorktowne Center Project.
- STDA presents an opportunity to provide tax-exempt conduit financing for non-profits.
- STDA could provide non-profit growth and industrial financing for manufacturing operations as the bylaws state today.
- Bylaws may need to be adjusted to allow for non-profit organizations' use.
- Benefit to the township is that on some transactions, a fee is earned; some fees are earned annually.
- Additional capacity could be provided for York County needs.
- Costs will be involved with staff time, audits, additional Solicitor expenses, more meetings; biggest benefit is to have the vehicle to facilitate development projects.

Mr. Wurster suggested the next steps to move forward, also summarized:

- Schedule an STDA meeting to authorize Mr. Marchant and Solicitor Rausch to review the bylaws.
- Approve and adopt any bylaw changes necessary and set a fee schedule.

- Press conference or news release to market the availability.
- Invite some experienced township residents to serve in a volunteer capacity.
- Continually assess the uses of the Authority.

SWOMLEY Chairman Swomley requested Mr. Marchant to schedule a meeting of the Development Authority prior to one of the future Board of Supervisors meetings.

RAUSCH Solicitor Rausch indicated that the Authority had amended its purposes prior to purchasing the Med York building to complete the park. In that process was the beginning of expanding the scope of what the Authority could do. He added that it might be appropriate to include storm water as part of the jurisdictional purposes of the Authority.

MARCHANT Mr. Marchant stated that it was definitely worth looking into. There's a separate Storm Water Authority Act.

NACE Mr. Nace noted that the STDA was created under the Municipal Authorities Act which will be helpful.

RAUSCH Solicitor Rausch indicated he would provide the board with the Articles, the Amendment to the Articles and the Bylaws of the Development Authority.

MARCHANT Mr. Marchant indicated that there is no regularly scheduled meeting on June 14th, and he hoped to have a Work Session on that date. He could advertise the Development Authority meeting in conjunction with that.

Consensus of the board was to schedule a Work Session/Development Authority meeting for discussion on June 14, 2018.

9. COMMITTEE REPORTS

There were no Committee Reports.

10. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch indicated he had nothing to add to his written report. He stated that he had participated in a meeting with Wallingford, and it is their decision as to whether or not they want to provide the 10 acres.

WURSTER Mr. Wurster asked him how he would describe the meeting.

RAUSCH Solicitor Rausch responded that he would describe it as partly no and cautiously optimistic. They need to go back and discuss with the residents whether they are serious about it. Solicitor Rausch commented that he thought it would end up being a beautiful addition to the neighborhood, which would save them on-going future maintenance of the 10 acres.

11. MANAGER'S REPORT

A. Manager's Report

MARCHANT Mr. Marchant had provided his written report. He indicated that the management team will have a staff retreat in late June to discuss Five-Year Major Projects; Planned Capital Projects in preparation for the board retreat at the end of August, the fifth Thursday, on the 30th if possible.

Mr. Marchant reported on the York County Stormwater Consortium, which continues to move forward wrapping up smaller projects. The Jackson Township project was completed and came in under budgeted. The balance of what they had budgeted is available for matching projects. He was not sure of how the financial funding will look. Discussion surrounding how the budget was developed used the rosier colored glasses possible with the lowest cost per foot estimate was very optimistic but could be very easily blown apart. Mr. Marchant reported that DEP is not hiring additional staff to reduce their caseload for permit renewal so they are budgeting a year for permit review.

Mr. Marchant reported that he was invited to be a representative on a county local government committee for the county's proposed Stormwater Authority. They're having their first meeting on Thursday, May 31st, 6 p.m. to 8 p.m. He asked the Solicitor to attend the meeting with him as he was concerned that they may ask municipalities to buy in to what they are planning toward a county-wide Authority. He did not want to commit the township to anything.

Mr. Marchant brought forward a request from the York East and the York North Rotary Clubs. Their two respective boards decided to do a partnership fund raising project and they would like the Springettsbury Board of Supervisors to give their blessing as they would like to do a Pint for Polio fundraiser in conjunction with a summer concert in the park on Wednesday, July 18th with the Uptown Band. A couple of food vendors are scheduled to be there, and this would be a sponsored event.

SWOMLEY Chairman Swomley asked whether it was pints of blood or pints of beer.

MARCHANT Mr. Marchant responded that it was pints of beer. Brewery Products has prominent members of their corporation on both boards, and they would handle the service, the insurance and all of the requirements. He was not sure what the past practice had been by the township for authorizing the services for alcohol.

RAUSCH Solicitor Rausch stated that he did not think alcohol is permitted in the park. He thought it was documented in the township park regulations.

MARCHANT Mr. Marchant stated that it is in the park rules.

SWOMLEY Chairman Swomley questioned whether there is a difference between the township allowing it because of the ability to serve alcohol in the park as opposed to sponsoring it. He asked whether there would be a liability issue.

RAUSCH Solicitor Rausch indicated that there is always a liability issue as long as the township is named an additional insured on a special policy. He added that Brewery Products is pretty good about monitoring the consumption.

MARCHANT Mr. Marchant indicated they aren't even planning to advertise this event. They don't want to make it a big deal for the first time. They want to have a successful quiet event, and just raise money for polio.

RAUSCH Solicitor Rausch indicated he would want to review the rules. He wanted to be sure if there's an exemption built in. He didn't want to do an event and be criticized for violating the township rules.

MARCHANT Mr. Marchant indicated that would be helpful.

MARCHANT Mr. Marchant stated that was all he had. He invited Ms. Fieldhouse to discuss her briefing and asked if there were questions. He noted there had been a lot of activity, all very positive and productive.

NACE Mr. Nace questioned the location of the reference in her report of Market Street Townhouses.

FIELDHOUSE Ms. Fieldhouse responded that the Market Street Townhouses are a 30-unit town home project that Tim Pasch did that was conditionally approved by the township sometime in 2012. It is located behind the YAUFRR building.

SWOMLEY Chairman Swomley asked Ms. Fieldhouse if there were any concerns or issues with the potential Medical Marijuana Facility. Mention was made of the former Metro Bank building off Haines Road and/or the former Embers Restaurant on Memory Lane.

FIELDHOUSE Ms. Fieldhouse responded that at this time it's so heavily regulated by the state, they have taken the opinion that it's going to be a medical office, highly regulated, highly controlled. No one can go in the building without a doctor's prescription and a state ID. It is a cash-only business. She stated it will be unique but she had no concerns at this time. She added there are none operating in Pennsylvania at this time.

NACE Mr. Nace stated that his office has been working with some applicants looking for sites and the site restrictions imposed by the state are very onerous as well.

RAUSCH Solicitor Rausch added that PSATS covered the subject. He had not realized that the financial institutions, from what they said, cannot take their deposits.

WURSTER Mr. Wurster added that he was correct as it is a violation of Federal law.

12. ORDINANCES AND RESOLUTIONS

There were no Ordinances or Resolutions for action.

13. OLD BUSINESS

A. Overpayment of Sewer Bill – C. William Hocke, 2207 East Market Street

SWOMLEY Chairman Swomley commented that the Solicitor's determination was that the township had already reimbursed Mr. Hocke for the amount required.

RAUSCH Solicitor Rausch stated that he was, in fact, reimbursed going back two years, which was generous on the township's part. From a legal standpoint that may not have been legally required.

MARCHANT Mr. Marchant stated that, for the record, the board considered the matter and upheld the staff's action. He will let Mr. Hocke know of the final decision.

PHAN Ms. Phan asked when the sewer bills will be modified to have the residential/commercial comment on them. She noted that it is important to be done as quickly as possible.

MARCHANT Mr. Marchant noted that he and Ms. Hummel discussed improving the communications and doing so will follow the cycle for the next set of the bill card design.

WURSTER Mr. Wurster added that a notation should be in the newsletter to promote that too.

MARCHANT Mr. Marchant indicated it would be in the fall edition.

SWOMLEY Chairman Swomley indicated that it is recommended that residents know that if they are changing from a commercial to a residential usage then it is incumbent upon them to notify the township of that change.

HUMMEL Ms. Hummel added that an inspection is required to prove there has been change.

B. Library Services

This item was tabled until next meeting.

C. Economic Development Steering Committee

MARCHANT Mr. Marchant stated that there had been some discussion about an Economic Development Steering Committee during the last meeting. He had listed it on the Agenda under Old Business in order to further discuss direction. He had received an outline from Mr. Wurster with mission goals and objectives for the Steering Committee.

WURSTER Mr. Wurster indicated he had reviewed the question of the Economic Development strategy. He presented a detailed set of directions/goals which are summarized:

- Connect township leadership with economic development opportunities through connections with business community, commercial realtors and economic development agencies.

- Develop a SWOT analysis of the township: Strength, Weaknesses, Opportunities and Threats.
- Committee would consist of business, healthcare, non-profit leaders, stakeholder volunteers to help facilitate. Could be termed an “amped up Springettsbury Business Association.”
 - Group of volunteers would work with township staff to facilitate necessary economic development responses to business closures in concert with existing economic development agencies.
 - Group would explore key development opportunities, such as Davies Drive.
- Board would play a material role in Springettsbury’s economic development projects annually, set as the biggest strategic economic development projects.
- Steering Committee would consist of township residents, stakeholders, connections to the business community, commercial landlords, commercial realtors, accountants, bankers, attorneys, engineers, architects, business owners, manufacturers, etc.
- Open the doors for business retention and expansion plans, as well as connect with our economic development agents to assure Springettsbury’s on their radar.

NACE Mr. Nace stated that he supported the idea of the “amped up” business association, which he stated is key with connections to the commercial realtors. Mr. Marchant had provided a data analysis recently of the actual vacancy rate, which was very low. A lot of economic development activities involve policies and marketing, telling a good story. Mr. Nace supported the concept of getting residents involved.

WURSTER Mr. Wurster noted a recent article in the PSATS newsletter about getting volunteers engaged. The more connections within the township, the more ability the township has to really understand what is going on. He noted it will require an effort to be strategic and systematic with outreach efforts to really move the effort forward.

SWOMLEY Chairman Swomley added another leg to the plan, which is that the township begin preparing a Prospectus of the amenities of the township. That, in conjunction with the other two organizations being discussed, can develop a very solid foundation for assisting developers or businesses locate in the township.

WURSTER Mr. Wurster indicated he would send his document to everyone.

PHAN Ms. Phan reported that the Springettsbury Volunteer Fire Department is working really hard to try to obtain volunteer firefighters for Springettsbury Township, and it's proving to be pretty difficult. They are attempting to get new recruits in. The new building will be helpful. She asked whether the board would be agreeable to setting up demonstrations at the park to reach out to the community. They would get the equipment out, let people see the turnout gear, see what the firefighters do, look at the hoses, etc. Although they do have demonstrations at the firehouse during Open House, they thought being at the park would bring a young adults and teenagers. It would be a little more hands-on.

NACE Mr. Nace thought they could be out every time something happens at the park. It's a great time.

WURSTER Mr. Wurster indicated his support as well making sure of the safety of big crowds.

PHAN Ms. Phan noted that they do have a Facebook page and the newsletter. Abby has been doing a great job with sharing our stories on the township page, which they really appreciate. She indicated if anyone can think of any other ideas that could help, it would be great.

WURSTER Mr. Wurster suggested to invite service clubs to have off-site meetings where you could demonstrate the program and indicate what is done and this is the issue being faced in Pennsylvania.

SWOMLEY Chairman Swomley had been talking to Ben Shiro the other day about unrelated item and the whole issue of the casino came up. In the course of that discussion Mr. Swomley mentioned something about the fast-track of I83 and the work that's going to be moving north and the potential exit that would take 83 traffic directly onto Route 30. He was not aware of that, which means that perhaps Penn National is not aware of that.

MARCHANT Mr. Marchant indicated he would make sure they are aware of that now. They met earlier during the week but the subject had not come up in conversation.

NACE Mr. Nace indicated he was sure their traffic consultant knows about it. He had sent them all seven options for all of the improvements.

SWOMLEY Chairman Swomley stated that the traffic consultant knowing about it and somebody who's a decision maker for Penn National knowing about it are two different things.

14. ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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