

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**MAY 25, 2017
APPROVED**

The Springettsbury Township Board of Supervisors held a Regular Meeting on Thursday, May 25, 2017 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
George Dvoryak, Vice Chairman
Kathleen Phan, Assistant Secretary/Treasurer
Bill Schenck
Blanda Nace

ALSO IN

ATTENDANCE: Benjamin Marchant, Township Manager
Charles Rausch, Solicitor
Sandra Ratcliffe, Interim Finance Director
John Luciani, Civil Engineer
Paul Gross, Environmental Engineer
Jessica Fieldhouse, Director of Community Development
Mark Hodgkinson, Director of Public Works/WWT
Dori Bowders, Manager of Administrative Operations
Nitza Sanchez-Bowser, Director of Human Resources
Colin Lacey, Director of Parks and Recreation
Dan Stump, Chief, Police Department
Jay VanPelt, Chief, YAUFRR
Jean Abrecht, Stenographer

1. CALL TO ORDER

SWOMLEY Chairman Swomley called the meeting to order and welcomed the attendees.

A. Opening Ceremony

SWOMLEY Chairman Swomley welcomed Boy Scout Troop 25, which attended the meeting as part of their Citizenship in the Community and Communications badges. He invited the Scouts to lead the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

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

3. COMMUNICATION FROM CITIZENS

ZIELINSKI Ben and Joan Zielinski, 1703 San Gabriel Drive, presented their complaint to the board with regard to a neighboring property. They provided some pictures of the

deplorable conditions of the property at 1709. He requested that anything the board could do to help would be appreciated.

SWOMLEY Chairman Swomley stated that Codes Enforcement would investigate.

NACE Mr. Nace asked if there had been any updates.

RAUSCH Solicitor Rausch asked Mr. Zielinski if there had been any activity at all at the 1709 property?

ZIELINSKI Mr. Zielinski reported that a week ago someone mowed the hay, and that had created terrific mold problems because it had not been picked up.

RAUSCH Solicitor Rausch thanked him for the information.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

GROSS Paul Gross, Buchart-Horn substituted for Dennis Crabill, who had provided a written report. He stated that nothing had changed since his report was written. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani had provided a written monthly report and had three updates.

- Quattro Development – To be reviewed on the agenda
- Yorklyn Gate – A turn analysis was done for trucks, including tractor-trailers that attempt to get to some of the industries on Concord Road. They get hung up on the curb. In addition, sight distance is lacking at the Market Street/Stuart intersection. Board is to review a No Parking recommendation.
- Trout Run Road to be discussed later on the agenda.

5. CONSENT AGENDA

- A. Acknowledge Receipt of April 30, 2017 Treasurer’s Report
- B. Board of Supervisors Work Session Minutes – April 6, 2017
- C. Board of Supervisors Regular Meeting Minutes – April 27, 2017
- D. Regular Payables as Detailed in Payable Listing of May 25, 2017
- E. Dollar General Store – Authorization to Release Bond for Landscape Maintenance

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

6. BIDS, PROPOSALS, CONTRACTS, AND AGREEMENTS

- A. Authorization to Award Bid for 2017 Road Materials and Resurfacing Project (as outlined in May 17, 2017 memorandum from Director of Public Works/WWT)

MR. SCHENCK MOVED TO AWARD THE ROAD MATERIAL BIDS AS OUTLINED IN THE MEMO FROM THE DIRECTOR OF PUBLIC WORKS. MOTION UNANIMOUSLY CARRIED

- B. Authorization to Reject Bid for Micro-Surfacing and Joint Sealing Contract Submitted by Asphalt Maintenance Solutions, LLC (as outlined in May 17, 2017 memorandum from Director of Public Works/WWT)

MR. NACE MOVED TO REJECT THE BID FOR MICRO-SURFACING. MOTION UNANIMOUSLY CARRIED.

- C. Authorization to Rebid Micro-Surfacing and Joint Sealing Contract for 2017 Materials and Road Resurfacing Project.

MR. NACE MOVED TO AUTHORIZE A REBID OF THE MICRO-SURFACING AND JOINT SEALING CONTRACT FOR 2017. MOTION UNANIMOUSLY CARRIED.

- D. Authorization to Award Bid for 2017 Trout Run Road Full Depth Reclamation Project to Kinsley Construction, Inc. in an amount not to exceed \$181,737.50 (overall cost of project \$485,048)

MR. SCHENCK MOVED TO AWARD THE BID FOR THE 2017 TROUT RUN ROAD PROJECT TO KINSLEY CONSTRUCTION IN AN AMOUNT NOT TO EXCEED \$181,737.50. MOTION UNANIMOUSLY CARRIED.

- E. Authorization to Advertise Bids for Biosolids Spreader

MR. NACE MOVED TO AUTHORIZE PUBLIC WORKS TO ADVERTISE FOR THE BIDDING OF THE BIOSOLIDS SPREADER. MOTION UNANIMOUSLY CARRIED.

7. SUBDIVISIONS AND LAND DEVELOPMENT

- A. Authorization to Advertise Ordinance Restricting Truck Traffic and Parking on Yorklyn Gate Road

MR. SCHENCK MOVED TO AUTHORIZE TO ADVERTISE AN ORDINANCE RESTRICTING TRUCK TRAFFIC AND PARKING ON YORKLYN GATE ROAD. MOTION UNANIMOUSLY CARRIED.

- B. LD-17-01 – Susquehanna Oral and Maxillofacial Surgery (Action)

SANDMYER Bob Sandmyer, Site Design Concepts, represented the plan. The proposed development of Susquehanna Oral and Maxillofacial Surgery includes a 5,000 square-foot medical office with 30-some parking spaces. Project will have 15 employees. They will connect with sewer and water; stormwater management will be underground under parking lot areas. Planning Commission recommended approval with five waiver requests.

NACE Mr. Nace questioned why that intersection is not a four-way stop. He noted sight distance issues.

SANDMYER Mr. Sandmyer responded that the traffic issue had not been discussed because of the hours of operation and the low volume. There was no increase of traffic in the intersection.

The board discussed several comments which are summarized:

- Sight distance at intersection on Eastern Boulevard.
- Plan has two entrance/exits: Mill and Moul Streets
- Candidate for a round-a-bout.
- Waiver for sidewalks caused by property in two parcels. Six-month note requested until such time as something else is developed.

MR. SCHENCK MOVED TO APPROVE LD-17-01 WITH THE WAIVER FOR SUBMITTAL OF PRELIMINARY PLAN, THE PLAN SCALE WAIVER, THE FEASIBILITY REPORT ON SEWER AND WATER FACILITIES SINCE THERE IS PUBLIC WATER AND SEWER THERE, THE MODIFICATION ON THE SIDEWALK AS DISCUSSED INCLUDING ADDING THE SIX-MONTH NOTE TO THE PLAN; AND ALSO, THE ENVIRONMENTAL IMPACT STUDY WAIVER AS THAT LETTER HAS BEEN SUBMITTED. IN ADDITION, THE APPROVAL IS CONDITIONED ON RESOLVING THE EROSION CONTROL PLAN IF THAT HAS BEEN RECEIVED, THAT PROPER FINANCIAL SECURITY AND BONDING IS IN PLACE AND THAT THE TOWNSHIP HAS A CHANCE TO REVIEW AND IMPROVE THE LIGHT AND GLARE LIGHTING STANDARD. MOTION UNANIMOUSLY CARRIED.

C. MS4 2018-2022 Springettsbury Township NPDES Permit Cycle

FIELDHOUSE Ms. Fieldhouse reported that the York County Planning Commission introduced four funding scenarios to the different participating regional entity municipalities for the Pollutant Reduction Plan ranging in cost from \$191,000 to \$271,000. A briefing had been distributed to the board outlining on what the different cost scenarios were based. Feedback was requested by May 26, 2017 by the York County Planning Commission. Staff recommended Scenario 3, which lines up with the cheapest.

Consensus of the board was the selection of Scenario No. 3 if Springettsbury were to join the consortium.

MARCHANT Mr. Marchant stated that following the last meeting, there had been a general awareness of the scenarios, and staff did not feel comfortable presenting any of them to the board at that point. He thanked the board for the direction.

D. LD-16-05 – Quattro Development, LLC

MACNEAL

Attorney Stacy MacNeal of Katharman, Heim & Perry, firm represented the Quattro York development. Their purpose for appearing before the board was to have a discussion and a potential Letter of Recommendation for the Traffic Impact Study.

A lengthy discussion took place, which is summarized:

- Planning Commission issued a favorable recommendation for the township to send a letter to PennDOT supporting proposed transportation improvements to Concord Road and Route 24, identified in the TIS.
- Developer, township staff and PennDOT have been working for six months and will spend approximately \$750,000 for roadway improvements associated with the development.
- PennDOT indicated that they did not want the developer to resubmit without some sort of letter from the Township indicating some sort of conceptual support of what is proposed with the roadway improvements.
- Roadway improvements include: Concord Road right-in, right-out access on Route 24; Mt. Zion Road/Concord Road Intersection – extend southbound left-turn lane on Mt. Zion by 75 feet; extend westbound left-turn lane on Concord Road by 25 feet, and extend westbound right-turn lane on Concord by 300 feet; Mt. Zion Road and U.S. Route 30, extend westbound off ramp right-turn lane by 65 feet; optimizing traffic signal timing from that location.
- PennDOT needs an indication from the township whether they think the improvements are worthwhile and to move forward with the Traffic Impact Study; or if they are not worthwhile, to be not in favor of continuing the process.
- Planning Commission voted that the concept traffic improvements have merit, but that in no way provides an approval of the plan; simply enables the developer to continue on the review track only for the Traffic Impact Study.
- Crosswalks – Buttons are provided but no sidewalk for anyone to actually use them.

MR. NACE MOVED THAT THE BOARD OF SUPERVISORS OF SPRINGETTSBURY TOWNSHIP SUPPORTS THE MOVING FORWARD WITH THE TRAFFIC IMPACT STUDY IN CONCEPT SUBJECT TO CONTINUAL REVIEW. MR. SCHENCK WAS SECOND.

SWOMLEY Chairman Swomley stated his continued concerns about issuing such a letter. He noted that something like this generally ends up giving the applicant a pretty hard line that, going further there could be other things in the design that need to be changed. Chairman Swomley commented that he did not like piece-meal plans.

He stated it was not a normal practice of the Planning Commission during his time as a member, and he was uncomfortable about doing so.

MOTION CARRIED. MS. PHAN, MESSRS DVORYAK, NACE AND SCHENCK VOTED IN FAVOR; MR. SWOMLEY VOTED OPPOSED.

MACNEAL Attorney MacNeal thanked the board for their time and stated they hoped to be back again in two or three months.

8. COMMUNICATION FROM SUPERVISORS

NACE Mr. Nace reported that an Implementable Comp Plan Update meeting had been held. He stated that there is a really good group of people involved, who are really smart planners and thinkers, and he was excited about moving forward in the process.

SWOMLEY Chairman Swomley brought forward an item concerning a neighborhood property that had been previously discussed. He reported that the lawn measured roughly two to three feet high. He thought the township would be within rights to mow that property since it had been going on long enough. He indicated that, even though he did not want to, he would make arrangements on his own to take care of it; however, he preferred that it be done by the township.

FIELDHOUSE Ms. Fieldhouse provided an update. A Certified Notice of Violation was sent on May 5th. To date they had not received the mailer back with an undeliverable notice. From the township's perspective she would like to be able to mow the grass; however, she did not know that a lien could be placed due to the procedure that is in place. She asked Solicitor Rausch for his assistance.

RAUSCH Solicitor Rausch responded that the township should go out and mow it and lien the property. If the property owner wants to fight it, let them.

SWOMLEY Chairman Swomley asked what the expense would be.

FIELDHOUSE Ms. Fieldhouse responded it would be \$250 to \$300 to have someone go out and mow it.

SCHENCK Mr. Schenck commented that if you wait for that notification period in the spring, the grass growth will be two feet high very quickly. He thought in the past they were mowed within a short period of notification.

PHAN Ms. Phan added that the lien had always been done.

MARCHANT Mr. Marchant stated that at the end of the season last year it had been decided to take a different approach. Rather than providing a mowing service, the township

would go through the notification and citation process and try to get the property owner to take care of it by feeling the pain of the citation. That is a lengthier process, and it's a matter of whether to continue to do that process versus continue to mow and lien properties.

SCHENCK Mr. Schenck commented on Mr. Marchant's words, "It's all about balance." Not only on this topic, but in everything the township does, there is balance. When there is a habitual one that the township is constantly mowing, enforcement is completely appropriate. On the other hand, it just has to be mowed.

RAUSCH Solicitor Rausch stated that the ordinance does require one notice.

SCHENCK Mr. Schenck added that the notice indicated a 10-day period in which to mow.

FIELDHOUSE Ms. Fieldhouse agreed; however, they have not received any receipt of the notice.

SCHENCK Mr. Schenck stated, even better, it's time to mow.

PHAN Ms. Phan indicated that having happy neighbors was more important to her.

MARCHANT Mr. Marchant indicated they would exercise discretion. Whatever is habitual or repetitive, they will try both processes. It is definitely more expensive to have the township do the mowing.

FIELDHOUSE Ms. Fieldhouse indicated she would contact the appropriate contractor and try to get the mowing in question done tomorrow, Friday, or Saturday morning.

Consensus of the board was to mow the specific lawn in question.

9. COMMITTEE REPORTS

There were no Committee Reports.

10. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch noted that he had placed the matter of 1709 San Gabriel back in his report. He will provide a memo to the board on the Conservatorship process, which will provide some of the tools that may be used in this particular circumstance. He did not believe that the property owner could take care of the problem, and he was not aware of anyone else that can intervene in the situation. The information may provide the board with how to proceed.

11. MANAGER'S REPORT

A. Township Manager's Report

MARCHANT Mr. Marchant had provided his written report and had a few updates.

Strategic Planning Retreat – June 29, 2017 – 3 p.m. Venue to be determined.

Consensus was agreement to meet for Strategic Planning on Thursday, June 29th at 3 p.m.

MARCHANT Mr. Marchant reported several items, which are summarized:

- Land Conversion - DCNR's Attorney, Ekema-Agbaw, is preparing a draft proposal for the land conversion to present to the National Park Service. They have requested the metes and bounds for the township park, which Mr. Marchant will provide. He and Solicitor Rausch will review the draft proposal before it is sent to the National Park Service.
- Davies Drive – Mr. Marchant had been in the process of making contact with Norfolk Southern, which to date had been unproductive. He met with Heather Bitner, Traffic Planner for York County Planning Commission. A posted camera will provide a current frequency of pedestrian and railroad traffic at Davies Drive, which will be very valuable. They also do a classification study on Stuart Drive. Yorklyn Gate would show the types of vehicles and frequency on those roads as a justification for why a Davies Drive access would be highly desirable. Ms. Bitner reviewed the findings from the PUC Hearing Officer. Mr. Marchant believes that with proper preparation and investment it can reduce the time it takes to get to the hearing. The York County Planning Commission responded with their support. He planned a meeting to update the conversation and prepare a plan and strategy to move forward.
- North Hills Road/Michael Snyder – Mr. Marchant reported that during the town hall meeting a question was raised by businessman, Michael Snyder, whose business is on North Hills Road. He stated that Mark Zerbe had expressed an expectation that the township was to install rumble strips and then PennDOT or someone else would come back and paint the line. He questioned the board on the history and expectations.

SWOMLEY Chairman Swomley commented that Mark Zerbe indicated they were going to provide some support to get the township some help from PennDOT to get this to happen, but it never did.

SCHENCK Mr. Schenck noted he had attended many meetings including the traffic heading south toward making left turns onto Industrial Highway. There is a turn lane that is too short so cars run down the center, and at times people try to make left turns in and out of his business, which is very dangerous. PennDOT people were there along with Mark Zerbe, John Luciani and a number of ideas were voiced, but no one actually indicated who would pay for it. PennDOT had no intentions of paying for anything.

MARCHANT Mr. Marchant indicated he had not been sure whether the township was holding a responsibility to do something in this. He will meet with Mark Zerbe and discuss it further. He indicated he would ask where the money will come from.

MARCHANT Mr. Marchant introduced Sandy Ratcliffe as the Interim Director of the Finance Department. She had been interim Finance Director in the past, and they are

working closely together. She had provided a Finance Report in the board packet and she is happy to respond to any questions as are the rest of the Directors present this date.

PHAN Ms. Phan stated the board members all appreciate the Director's Reports very much especially when residents come and the board says something will be done, and when the Directors follow up and the problem is solved, it's awesome. Thanks very much for that.

MARCHANT Mr. Marchant added that following the Strategic Planning Retreat with staff, the township has a very cohesive, motivated, ambitious and fun-loving team. He added that it will be a lot of fun, and they are excited.

12. ORDINANCES AND RESOLUTIONS

A. Resolution No. 2017-34 – Amendment to Designated Depositories Resolution Adopted on January 3, 2017

MR. NACE MOVED FOR ADOPTION OF RESOLUTION NO. 2017-34. MOTION UNANIMOUSLY CARRIED.

B. Resolution No. 2017-35 – Appointment of Township Treasurer

MR. NACE MOVED FOR ADOPTION OF RESOLUTION NO. 2017-35 APPOINTING THE TOWNSHIP TREASURER FOR 2017 AS BEN MARCHANT. MOTION UNANIMOUSLY CARRIED.

13. OLD BUSINESS

There was no Old Business.

14. NEW BUSINESS

A. Authorization to Pay PennDOT Invoice for Improvements at Heritage Hills Drive from Capital Fund and Adjust the Budget from Use of Fund Balance in an amount not to exceed \$19,660.45.

MR. SCHENCK MOVED TO PAY PENNDOT \$19,660.45. MOTION UNANIMOUSLY CARRIED.

B. Authorization to Pay PennDOT Invoice for Improvements on Mt. Rose Avenue between Greensprings Drive and Chambers Road from Capital Fund and Adjust the Budget from Use of Fund Balance in an amount not to exceed \$33,098.21

MR. NACE MOVED TO PAY PENNDOT \$33,098.21. MOTION UNANIMOUSLY CARRIED.

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15. ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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**SPRINGETTSBURY TOWNSHIP
PUBLIC WORKS
DEPARTMENT**

MEMORANDUM

TO: BEN MARCHANT
FROM: MARK HODGKINSON
CC: FILE
DATE: MAY 17, 2017
RE: 2017 MATERIAL AND RESURFACING PROJECT

On Tuesday, May 16th, six sealed bids were opened in response to the 2017 Road Materials and Resurfacing Project.

After reviewing the six bids, I recommend the contracts be awarded as described below. The basis for this recommendation is price per "unit" listed in the bid submission and confirmation that the vendors met all terms and conditions outlined in the specifications.

1. I recommend awarding the bid for asphalt placement to **Kinsley Construction, Inc.**

4,000 tons of 9.5mm hot mix super pave asphalt placement, 33,290 square yards of polypropylene paving fabric, 33,290 square yards of milling, permanent line painting.

Total = \$208,756

2. I recommend awarding the bid for super pave asphalt to **York Materials Group, LLC.**

5,000 tons of 9.5mm hot mix asphalt @ \$53.05/ton FOB Plant and \$58.20/ton delivered

1,000 tons of 19mm hot mix asphalt @ \$47.90/ton FOB Plant and \$53.05/ton delivered

1,000 tons of 25mm warm mix asphalt @ \$45.15/ton FOB Plant and \$50.30/ton delivered

3. I recommend awarding the bid for stone to **York Building Products.**

500 tons of 2A crushed aggregate @ \$5.00/ton FOB Plant and \$8.00/ton delivered
 500 tons of 2RC crushed aggregate @ \$5.00/ton FOB Plant and \$8.00/ton delivered
 250 tons of AASHTO No. 1 @ \$8.45/ton FOB Plant and \$11.45/ton delivered
 250 tons of AASHTO No. 57 @ \$8.45/ton FOB Plant and \$11.45/ton delivered
 50 tons of AASHTO No. 10 @ \$8.45/ton FOB Plant and \$11.45/ton delivered
 1,000 tons of anti-skid @ \$10.25/ton FOB Plant and \$13.25/ton delivered
 250 tons of AASHTO No. 3 @ \$8.45/ton FOB Plant and \$11.45/ton delivered

4. I recommend **rejecting** the bid for micro-surfacing and joint sealing submitted by **Asphalt Maintenance Solutions, LLC.**

The reason I recommend rejecting this bid is because Asphalt Maintenance Solutions was the only bidder for the micro-surfacing contract. Furthermore, I think that their unit prices are high. If we re-bid the micro-surfacing contract, I believe that the Township would potentially save a substantial amount of money.

Their submitted bid prices are as follows:

248 tons Type A micro-surfacing @ \$186.00/ton =	\$46,128.00
12 tons Rut Fill micro-surfacing @ \$145.00/ton =	\$1,740.00
70,000 lbs. ASTM 1190 joint sealer material and labor @ \$2.19/pound =	<u>\$153,300.00</u>
	\$201,168.00

Based on the 2016 bid prices for the same material as above, the grand total would have been \$151,488.00.

Asphalt prices haven't gone up that much from 2016 so if the contract is re-bid, the Township could see a savings.

I request permission to re-bid the micro-surfacing contract.

If you have any questions or need more information, please contact me.