

**SPRINGETTSBURY TOWNSHIP
WORK SESSION**

**JUNE 14, 2018
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on Thursday, June 14, 2018 at 6 p.m. at the offices of Springettsbury Township located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman (via Skype)
George Dvoryak, Vice Chairman
Kathleen Phan, Assistant Secretary/Treasurer
Blanda Nace
Charles Wurster

ALSO IN

ATTENDANCE: Benjamin Marchant, Township Manager
Charles Rausch, Solicitor
Dori Bowders, Manager, Administrative Operations
Teresa Hummel, Finance Director
Jessica Fieldhouse, Director of Community Development
Andy Hinkle, Manager, Information Systems
Jean Abreght, Stenographer

1. CALL TO ORDER

DVORYAK Vice Chairman George Dvoryak called the Board of Supervisors Work Session to order at 7:25 p.m. He asked Mr. Marchant to lead the discussion.

2. NEW BUSINESS

A. Technology Investments

MARCHANT Mr. Marchant stated that the work session would involve a number of items that staff had been working on over the last year to better position township resources and staff resources for more efficient operations. He requested Finance Director Teresa Hummel to present a report on the Information Technology Software Proposal.

HUMMEL Ms. Hummel provided a PowerPoint presentation which included Project Goals, Current Software Solutions, a Brief Software History, New Software Solutions, a Software Quote, an Implementation Plan, the Recommendations and a Cost Analyst. The software would come from Tyler Technologies, which interfaces with the current MUNIS accounting software. Total Software Cost Summary is projected at \$134,723, as well as a 2019 annual support fee of \$103,440. Cost includes upgrades.

FIELDHOUSE Ms. Fieldhouse described a number of specific uses of the EnerGov software, which would provide major assistance to the Community Development Department in terms of tracking and immediate access for personnel in the field.

A lengthy discussion took place, and some of the comments are summarized:

- Licensing permits any named user access to the program.
- Program can be accessed on iPhones, iPads, Tablets.
- Cashiering would be useful to police, parks and recreation; improved customer service, scheduling, etc.
- Project completion will take six months.
- Departments have budgeted funds to support purchase; discounts made available.
- Vendor assessments to be done to assure financial stability.
- Assure that cyber security protections are in place for interfacing through website with public.
- Timeframe, with approval, to begin during 2018.

DVORYAK Mr. Dvoryak thanked Ms. Hummel and her team for pulling all the information together. He indicated he was fully supportive of the proposal.

Consensus of the board was approval to move forward for approval at next Board of Supervisors meeting.

B. Economic Development

MARCHANT Mr. Marchant indicated that the Economic Development item would be tabled until a future date. He advised the board that he had signed a Letter of Engagement with Eckert Siemens to provide legal counsel in terms of economic development options with regard to creating an economic focus zone. There may be opportunities for an Economic Development Authority. He is looking into reinvestment of areas within the township such as Memory Lane and Industrial Highway.

C. Storm Water

FIELDHOUSE Ms. Fieldhouse presented a very in-depth report on the township's progress with regard to the MS4 program. Her goal was to provide the same basic foundation for the board as to the current progress and as to the future. Following her presentation she made two staff recommendations to move the programs forward.

- It is in Springettsbury's best interest to issue an RFP for its own program of project management. In this way it would limit liability at the local level. If the Consortium fails to thrive, Springettsbury can prove to both DEP and EPA that the programs have been implemented.
- Establish a Municipal Authority for the MS4 Program in order to maintain control of the maintenance aspect of the projects, as well as create income.

3. ADJOURNMENT

DVORYAK Vice Chairman Dvoryak adjourned the meeting at 9:30 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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