

**SPRINGETTSBURY TOWNSHIP  
STRATEGIC PLANNING – WORK SESSION**

**JUNE 17, 2020  
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on Wednesday, June 17, 2020 at 5:30 p.m. via Zoom technology.

**MEMBERS IN**

**ATTENDANCE:** Mark Swomley, Chairman  
George Dvoryak, Vice Chairman  
Don Bishop  
Robert Cox

**MEMBERS NOT**

**IN ATTENDANCE:** Charles Wurster, Assistant Secretary/Treasurer

**ALSO IN**

**ATTENDANCE:** Dori Bowders, Interim Township Manager  
Charles Rausch, Solicitor  
John Luciani, Civil Engineer  
Dennis Crabill, Environmental Engineer  
Todd King, Police Chief  
Mark Hodgkinson, Director of Public Works/WWT  
Nitza Sanchez-Bowser, Director of Human Resources  
Ray Markey, Code Compliance Supervisor/BCO, Community  
Development  
Raphael Caloia, Planner I, Community Development  
Abby Gibb, Communications Manager  
Andy Hinkle, Manager, Information Systems  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

**SWOMLEY** Chairman Swomley called the Work Session to order and noted a quorum was present. He stated that the Work Sessions had been scheduled to handle special situations that arise between regular meetings and are meant to supplement keeping the search for a Township Manager moving, as well as anything critical to handle due to the way the management of the township had been divided.

**2. NEW BUSINESS**

A. Administration Building Renovations Project – Community Room

**SWOMLEY** Chairman Swomley asked Mark Hodgkinson and Scott Loercher to provide an update, which included renovations for the building.

**HODGKINSON** Mr. Hodgkinson stated that he and Mr. Loercher had discussed the kitchen for the Community Room. They outlined the two different types - the commercial versus a catering/warming kitchen and the pros and cons for each. It was recommended not to build a commercial kitchen due to the expense. The catering/warming kitchen would be more geared to the township's proposed uses.

**COX** Mr. Cox indicated he had read through Mr. Hodgkinson's memo and liked his suggestions. Mr. Cox indicated he was in favor of the least expensive way with a squared off end cap and a catering kitchen.

**BISHOP** Mr. Bishop agreed and noted that a full-blown kitchen would not seem to fit with the township's mission.

**DVORYAK** Mr. Dvoryak stated that he, personally, did not think that there are enough people to justify building the community room. A study was to have been done with some occupancy numbers, and other community rooms in other municipalities were to have provided additional data that would provide justification. Mr. Dvoryak mentioned that the tax revenue for one month fell half a million dollars short of the same period last year. The project began with the need for a police facility; however, he was not convinced of the need for a community room.

**SWOMLEY** Chairman Swomley noted that the board had been considering this as an alternate bid item and deferring the decision to later in the process. He preferred to push it down the road since it is not necessary to make a decision this date. Closer to the time of a decision, the revenues can be reviewed, and if the revenues come in from the taxes, perhaps that will change the decision.

**DVORYAK** Mr. Dvoryak commented that if the Library Fund of \$200,000 in combination with any potential grant funding could be used to pay for a community room, it would be worthwhile. Mr. Dvoryak indicated he would be interested in how to make that work.

**COX** Mr. Cox mentioned Ms. Hummel's presentation that, if the township used the funds for educational purposes, even for the police chief to have his training sessions, that it would fulfill the obligations for the library and the funds could be used. That was one of the things that swayed Mr. Cox in favor of it almost cutting the cost of the building in half, and that grant money on top of that would be even better.

**HUMMEL** Ms. Hummel noted that the actual fund had been given with requirements set up by the family who donated the funds of how it was to be spent. The fund dates back to the late 1960's, and the township has held the money and not spent any to benefit the community. In addition, it had come up in conversation with the auditors because there had not been a clear path of how to spend the funds. She stated this would be a great opportunity to make the funds work for the township and its residents.

**RAUSCH** Solicitor Rausch stated that he had not reviewed the trust document lately. He will review it, and if there is an educational component, he indicated it would be okay.

**SWOMLEY** Chairman Swomley asked Ms. Hummel for the amount of the funds.

**HUMMEL** Ms. Hummel responded that it is just over \$200,000.

**SWOMLEY** Chairman Swomley noted that the Community Room figure is between \$400,000 and \$500,000. So the Library Fund would cover just under half the cost of the addition.

**DVORYAK** Mr. Dvoryak asked if there are any grant opportunities for the addition.

**HUMMEL** Ms. Hummel responded that she does not have any leads for grant opportunities for this room at this time.

**BISHOP** Mr. Bishop noted that he had been involved in discussions about this Library Fund for many years. He added that when Solicitor Rausch has reviewed the document, there will be definite ways that it can be used and it is important to remember the responsibility to use it. He urged the board to consider using a different name for the room with consideration to the educational component.

**COX** Mr. Cox noted that it would be advantageous for Solicitor Rausch to review the document and provide his opinion as part of the Regular Meeting on June 25<sup>th</sup> during Old Business.

**SWOMLEY** Chairman Swomley agreed that the Solicitor should review the documents for consideration of its use.

**B Township Manager Search**

**SWOMLEY** Chairman Swomley stated that the advertisement for Township Manager had been placed with a half-dozen applications so far.

**SANCHEZ-BOWSER** Nitza responded that the ad was placed on target websites. Salary information will be forwarded to Mr. Dvoryak as requested.

**SWOMLEY** Chairman Swomley indicated he was closer to having the team pulled together with a list of names.

**RAUSCH** Solicitor Rausch asked Ms. Sanchez-Bowser how much time was given.

**SANCHEZ-BOWSER** Nitza responded that the deadline is July 11<sup>th</sup>.

**BISHOP** Mr. Bishop stated that he had made a valiant attempt to find the job posting on the township website and found it exceedingly frustrating.

**SANCHEZ-BOWSER** Nitza responded that they can work on making it more accessible.

**SWOMLEY** Chairman Swomley noted that a link could be put in the first section to go to the Township Manager Search.

C. Canterbury Court

**SWOMLEY** Chairman Swomley mentioned that he had some individuals contact him concerning a development at Canterbury Court. They are stating that the buildings are too dense for the zoning that is allowed. He wanted to be sure that an appropriate review is done.

**RAUSCH** Solicitor Rausch stated that Planning Commission will be reviewing that plan on June 18<sup>th</sup>. He did not think it would come before the board in June; perhaps in July. He will go over all the facts in the matter.

D. Police Department Resolution

**SWOMLEY** Chairman Swomley brought forward an item to gage the board's support of doing a Resolution in support of Springettsbury's Police Department. The police have been under attack across the entire country, and it is unfortunate that a few officers have caused a problem for the rest of society. He did not want Springettsbury's to be viewed that way.

**DVORYAK** Mr. Dvoryak indicated his support and recommended that all of the hard work that the department put into working with the Department of Justice several years ago be included.

**RAUSCH** Solicitor Rausch questioned Chief King to verify that, with the accreditation that Springettsbury Township police has, the reforms being discussed are already a part of that accreditation.

**KING** Chief King responded that quite a few of them are, yes. Not only that, additional reforms that are being asked for currently on a nationwide scale are things that Springettsbury covered with the Department of Justice and are already implemented in the department.

**RAUSCH** Solicitor Rausch noted that is really important to get out.

**SWOMLEY** Chairman Swomley requested Solicitor Rausch to work with Chief King to draft a Resolution for the board to include some of those things already done and the

great professional work that the police force does in the community and how well respected they are.

**BISHOP** Mr. Bishop agreed 100% with the Resolution, and in addition to think of other ways to get the story out there: press release, Facebook, website, newsletter, etc.

**KING** Chief King thanked the board for the suggestion. He stated these are trying times right now and our officers do feel the stress of this. He appreciated the thought.

**SWOMLEY** Chairman Swomley stated that his goal is to take as much of that stress away as possible to let the department understand that the support the board shows for the police is very real and very important.

**KING** Chief King stated that he had discussed the situations with them. The feedback he had been getting from the officers was that overwhelming majority of the officers said that they have received nothing but praise and thanks, so it is felt in the community.

**SWOMLEY** Chairman Swomley noted that does not come by accident.

E. Manager's Ordinance

**BISHOP** Mr. Bishop commented that the last time the board met Nitza had read part of the Manager's Ordinance which was extremely helpful. After that meeting he went online to the township website and to the ECode and looked up that section of the code. The code that he read there was different from the code that Nitza read. She was reading from an internal drive, and he was reading from the public version. The two are not in sync. He wondered if anything else might have been lost.

**SWOMLEY** Chairman Swomley commented that perhaps an update was missed.

**BISHOP** Mr. Bishop stated maybe an update was missed, or maybe several months of updates. He suggested it is something to be looked into.

**SWOMLEY** Chairman Swomley commented that he had made a request in the past that the website be scrubbed to make sure it is up to date and the information is accurate.

**BISHOP** Mr. Bishop indicated this is specifically not as much as the website as it is the E Code Service.

**BOWDERS** Ms. Bowders responded it is General Code Publishers.

**BISHOP** Mr. Bishop noted that it is a third-party that maintains those codes and then the township just links to their website. He was not sure if there was a

miscommunication or how they receive information, but somewhere along the line there is a potential for a disconnect.

**BOWDERS** Ms. Bowders responded that they get a copy of all the ordinances that are approved by the Board of Supervisors. She is the one that forwards it to them and they codify the ordinance. She believed what happened with that is initially in 2003 the entire ordinance was re-codified. They took the information from another code vendor that the township had, and she did not know why they did not put the full ordinance of the Township Manager's Ordinance in there. It seems like they consolidated it for some reason. She will call them to find out about that specific ordinance, but they do get every ordinance that has been approved by the Board.

**BISHOP** Mr. Bishop indicated he had no doubt that Ms. Bowders sends it, but wondered if it could be confirmed as to what they do with them.

**BOWDERS** Ms. Bowders asked Solicitor Rausch if that is a question that can be asked if their attorneys are codifying it correctly.

**RAUSCH** Solicitor Rausch responded that they send out supplements, and that is when it can be determined whether it is correct.

**SWOMLEY** Chairman Swomley noted that Ms. Bowders will be discussing this with them to find out their processes.

**BISHOP** Mr. Bishop thanked her for checking into it.

### **3. PUBLIC COMMENT**

There was no public comment.

### **4. ADJOURNMENT.**

**SWOMLEY** Chairman Swomley adjourned the Work Session at 5:57 p.m.

Respectfully submitted,

Doreen K. Bowders  
Secretary

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