

**SPRINGETTSBURY TOWNSHIP  
REGULAR MEETING**

**DECEMBER 13, 2018  
APPROVED**

The Springettsbury Township Board of Supervisors held a Regular Meeting on Thursday, December 13, 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  
George Dvoryak, Vice Chairman  
Charles Wurster  
Justin Tomevi  
Robert Cox

**ALSO IN**

**ATTENDANCE:** Ben Marchant, Township Manager  
Charles Rausch, Solicitor  
John Luciani, Civil Engineer  
Dennis Crabill, Environmental Engineer  
Dori Bowders, Manager of Administrative Operations  
Teresa Hummel, Finance Director  
Mark Hodgkinson, Director of Wastewater Treatment Plant  
Jessica Fieldhouse, Director of Community Development  
Nitza Sanchez-Bowser, Director of Human Resources  
Dan Stump, Police Chief  
Dan Hoff, Chief, YAUFRR  
Abby Gibb, Communications Manager  
Andy Hinkle, Manager of Information Systems  
Jean Abreght, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

**SWOMLEY** Chairman Swomley called the Regular Meeting to order and led the Pledge of Allegiance.

B. Oath of Office

**SWOMLEY** Chairman Swomley provided the Oath of Office for:

- 1) Patrolman Brandon J. Hernandez
- 2) Patrolman Sarah M. Myers

**STUMP** Police Chief Dan Stump introduced Patrolmen Hernandez and Myers

**SWOMLEY** Chairman Swomley administered the Oath of Office.

**STUMP** Chief Stump added additional questions concerning what it means and the responsibility involved with wearing the Springettsbury Township Badge. Both accepted the responsibility. Their badges were then pinned on each of them.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

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

**3. COMMUNICATION FROM CITIZENS**

There were no citizen comments.

**4. ENGINEERING REPORTS**

A. Environmental Engineer – Buchart Horn, Inc.

**CRABILL** Dennis Crabill had provided a written monthly report. He had no changes but offered to respond to any questions. There were none.

B. Civil Engineer – First Capital Engineering, Inc.

**LUCIANI** John Luciani had provided a written monthly report as well, and he had two updates.

- Alcott Road – An Agenda item this date, if approved, will lower the speed limit around the curve to 25 miles per hour.
- Green Light-Go – The township, along with West Manchester Township, applied for and received the grant to update older traffic signals. He hoped to get that implemented shortly,

**WURSTER** Mr. Wurster questioned the traffic study regarding Penn National. He wasn't sure he understood some of the photos and asked who made the recommendations.

**LUCIANI** Mr. Luciani responded that TRG is the traffic consultant, and he had met with them informally. TRG's initial suggestion was to make the western-most entrance to the Galleria a right-in, right-out. That entrance doesn't work very well because cars have to pull in and wait and then merge. In addition, a suggestion was made that it be an out only, but that has not been vetted. Kohl's and Target have access rights to the road as well, which is also a concern. He noted it is still a work in progress.

**WURSTER** Mr. Wurster questioned whether it would be possible to have some of those improvements added into or considered with the Transportation Steering Committee and the efforts of McMahan as part of improvements.

**LUCIANI** Mr. Luciani responded that he thought it had gone to McMahan, and he is sure that it will be discussed further.

- SWOMLEY** Chairman Swomley commented that he wanted to make sure that the township does not give up bargaining power too soon during the processes. He wanted to be sure to get what the township wants and needs before moving on.
- WURSTER** Mr. Wurster questioned his item 1.4 Bonding. He asked whether he would have any examples from York County municipalities with regard to others that Springettsbury competes with for Bonding.
- LUCIANI** Mr. Luciani responded that West Manchester might be a good example along with Penn Township and Hanover. He offered to provide some documentation to Mr. Wurster.
- WURSTER** Mr. Wurster questioned whether the Municipal Planning Code requires that municipalities bond both public and private.
- LUCIANI** Mr. Luciani responded that they are called quasi-public improvements, which do get bonded and guaranteed.
- SWOMLEY** Chairman Swomley indicated that what he read states that the township is not required to but could end up being responsible for the cost.
- WURSTER** Mr. Wurster noted that what he thought the Municipal Planning Code stated was that the township may bond but not that is required to bond.
- RAUSCH** Solicitor Rausch stated that if it is not bonded, the developer has choices before Final Plan Approval. Improvements must be done prior to final approval or they post bond. The MPC says “required improvements” those that are required by the Subdivision and Land Development Ordinance. If the township doesn’t bond and the developer doesn’t do what is required, then the courts have stated that the township is responsible.
- WURSTER** Mr. Wurster questioned if a project is bonded whether it is inspected. He asked what type of inspections are done for bonded work; whether they are spot inspections or continuous inspections.
- LUCIANI** Mr. Luciani responded that the question of whether to bond or not depends on the project. The Pleasant Valley Road Apartment project has a retaining wall 12 to 15-feet high. The shop drawing will be reviewed, and that is a bonded improvement. Kinsley is doing the work for Pleasant Valley and they are setting the wall about 500 feet long. The need to inspect would involve the drainage system behind it but not 24/7. Other projects involving parking lot paving may only involve a review of a drainage system.
- WURSTER** Mr. Wurster questioned whether the developers have information concerning inspections in advance.

**LUCIANI** Mr. Luciani responded that it is handled during a pre-construction meeting where all the inspections are discussed. They try to work closely with the developers to have them follow the township's regulations.

**WURSTER** Mr. Wurster questioned whether other townships of similar size do something similar with regard to the level of inspections.

**LUCIANI** Mr. Luciani responded that he does work in many different communities, and what is done in Springettsbury is not really difficult. He noted that there are other communities that are much more difficult, such as Derry Township for an example. He could show the board their inspection rates.

**WURSTER** Mr. Wurster asked if the board could see Mr. Luciani's.

**LUCIANI** Mr. Luciani responded that they are adopted by Resolution; however, he offered to show the inspections to Mr. Wurster.

**5. CONSENT AGENDA**

- A. Acknowledge Receipt of November 30, 2018 Treasurer's Report
- B. Board of Supervisors Work Session Minutes – October 22, 2018
- C. Board of Supervisors Work Session Minutes – October 25, 2018
- D. Board of Supervisors Regular Meeting Minutes – October 25, 2018
- E. Board of Supervisors Regular Meeting Minutes – November 14, 2018
- F. Regular Payables as Detailed in Payable Listing of December 13, 2018

**MR. DVORYAK MOVED TO APPROVE CONSENT AGENDA ITEMS A THROUGH F. MR. COX WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**6. BIDS, PROPOSALS, CONTRACTS, AND AGREEMENTS**

- A. Authorization to Approve Scope of Services for Traffic Engineering Services from First Capital Engineering, Inc. for Green Light-Go Grant Project

**MR. WURSTER MOVED TO APPROVE SCOPE OF SERVICES FOR THE TRAFFIC PROPOSAL FOR THE GREEN LIGHT-GO GRANT PROJECT AS PRESENTED. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- B. Authorization for Township Manager to Execute Global Payments Agreement for Credit Card Processing for Tyler Technologies Software

**MR. DVORYAK MOVED TO APPROVE AUTHORIZATION FOR THE TOWNSHIP MANAGER TO EXECUTE THE GLOBAL PAYMENTS PROCESSING MERCHANT AGREEMENT. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**7. SUBDIVISIONS AND LAND DEVELOPMENT**

There were none for action.

**8. COMMUNICATION FROM SUPERVISORS**

There were no Supervisor comments.

**9. COMMITTEE REPORTS**

There were no Committee Reports.

**10. SOLICITOR'S REPORT**

**RAUSCH** Solicitor Rausch had provided a written report. He noted that the Wallace Street property was retained through the Sheriff Sale so the board will need to determine what to do with it.

**WURSTER** Mr. Wurster asked whether there is a fair market value.

**RAUSCH** Solicitor Rausch indicated he thought the land was \$26,000 on a common level ratio. There was discussion about \$29,000 and the potential for Public Auction or Sealed Bids; perhaps donating it to a non-profit such as Habitat for Humanity.

**WURSTER** Mr. Wurster commented that Habitat could build a house that would be taxable in the long run.

**DVORYAK** Mr. Dvoryak suggested that the subject be kept under Old Business for further discussion.

**11. MANAGER'S REPORT**

A. Manager's Report

**MARCHANT** Mr. Marchant reported that a total of \$368,328.47 was received in grant funds in 2018. He had some additional items for discussion, which follow:

- Work Session was suggested to plan the 2020 Capital Improvements Plan for budgeting. **Consensus of the board was to have a CIP Work Session January 30, 2019, 6 p.m.**
- Citizen Engagement Program intended to draw community to get involved. Use community businesses for items to raffle.
- Month long open house; open for tours, learn issues, fill out surveys, etc.
- Video Production to be developed for information and promotion of conditions of the police facility as well as the MS4 mandates.
- Community Development marketing message to solicit citizen engagement; working toward a slogan or tag lines. Suggestions included Springgettsbury Township Staying Alive and Planning to Thrive and Springgettsbury Township Envisioning a Brighter Future; Springgettsbury Township (space) X. Help us

Redefine Springettsbury. Ms. Fieldhouse suggested Springettsbury 2040. Other suggestions may be forthcoming.

**WURSTER** Mr. Wurster commented that he would favor any effort to get more community engagement. He noted there are more opportunities for volunteers to get citizen input for interesting issues such as the police station, the Comprehensive Plan effort.

**SWOMLEY** Chairman Swomley added that he was willing to try something a little different to gain that involvement.

**MARCHANT** Mr. Marchant suggested a big raffle ticket with the hope he could get a four-wheeler from Action Motor Sports or someplace else. If the timing is right and the board is supportive, he would put it in the spring newsletter, advertise it for March 15 to April 15. He was thinking of an escape room with puzzles and games where people could come and interact with the township, learn and have some fun.

**TOMEVI** Mr. Tomevi indicated he would be interested in what could be done to obtain sponsorships and donations.

**MARCHANT** Mr. Marchant indicated he would be open to anything to defray the cost. He indicated the cost might be \$10,000 to \$12,000; if half that could be donated it would be great. He will continue to develop the idea.

Mr. Marchant stated that the facilities will be closed to the public over the Christmas Holiday. With the exception of New Years Eve, the lobby will be open until 11 a.m. because those are the Tax Collector's hours. She expects a rush at the end of the year of tax payers. There will be staff in the building but no one at the reception desk.

**SWOMLEY** Chairman Swomley noted that the board should schedule a Construction Site Inspection Process.

**Consensus to meet on Construction Site Inspections Wednesday February 13 at 6 p.m.**

## **12. ORDINANCES AND RESOLUTIONS**

A. Ordinance No. 2018-11 – Establishing 25 MPH Speed Limit on Alcott Road between Ridgewood Road and Mt. Zion Road

**MR. DVORYAK MOVED TO ADOPT ORDINANCE 2018-11 ESTABLISHING THE 25 MILE PER HOUR SPEED LIMIT. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

B. Ordinance No 2018-12 – Amending Code of Ordinances Chapter 325 “Zoning” to Permit Research and Testing Laboratories as Accessory Uses in the Township

This Ordinance was Tabled.

- C. Resolution No. 2018-56 – Authorizing Supplemental Appropriation from General Fund Reserves for Police Department Training and Education in an amount not to exceed \$35,500

**MR. WURSTER MOVED TO ADOPT 2018-56. MR. TOMEVI WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- D. Resolution No. 2018-57 – Amending Fee Schedule

**MR. WURSTER MOVED TO ADOPT RESOLUTION NO. 2018-57 TO AMEND THE GENERAL TOWNSHIP FEE SCHEDULE AS OUTLINED. MR. TOMEVI WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- E. Resolution No. 2018-58 – 2019 Budget Adoption

**MR. DVORYAK MOVED FOR THE ADOPTION OF RESOLUTION 2018-58 ADOPTING THE 2019 BUDGET. MR. COX WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- F. Resolution No. 2018 – 59 – 2019 Tax Levy

**MR. DVORYAK MOVED FOR THE ADOPTION OF RESOLUTION NO. 2018-59. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- G. Resolution No. 2018-60 – 2019 York Area United Fire and Rescue Budget

**MR. DVORYAK MOVED TO APPROVE RESOLUTION 2018-60 THE YORK AREA UNITED FIRE AND RESCUE BUDGET FOR 2019. MR. COX WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

### **13. OLD BUSINESS**

- A. 2018 Contribution to Martin Library - \$37,000

**MR. COX MOVED TO RELEASE THE \$37,000 CONTRIBUTION TO THE MARTIN LIBRARY FOR 2018. MR. WURSTER WAS SECOND. MESSRS. SWOMLEY, WURSTER, TOMEVI AND COX VOTED IN FAVOR; MR. DVORYAK VOTED AGAINST. MOTION CARRIED 4/1.**

- B. Authorization to Purchase 2019 MetroQuest Community Engagement Software License in an amount not to exceed \$21,000.

**MR. TOMEVI MOVED TO AUTHORIZE TO PURCHASE OF A ONE-YEAR SUBSCRIPTION TO THE METROIQUEST COMMUNITY SURVEY SOFTWARE IN THE AMOUNT OF \$21,000. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- C. Additional Items on Old Business Listing

**Consensus was to schedule a Work Session for Thursday, January 10<sup>th</sup> at 6 p.m. with the Park and Rec Board.**

**14. NEW BUSINESS**

- A. Authorization to Purchase 2019 International HV613 6 x 4 Heavy Truck Chassis through Tri County Motor Sales in an amount not to exceed \$123,000 (COSTARS Contract #025-19)
- B. Authorization to Purchase Super Products Camel Maxxx 1200 Combination Sewer Cleaning Equipment for Truck Chassis through MJR Equipment in an amount not to exceed \$305,553 (COSTARS Contract #025-171)

**MR. TOMEVI MOVED TO AUTHORIZE THE PURCHASE OF THE SEWER CLEANING TRUCK AND SEWER CLEANING EQUIPMENT. MR. COX WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**15. ADJOURNMENT**

**SWOMLEY** Chairman Swomley adjourned the meeting at 8:35 p.m.

Respectively submitted,

Doreen K. Bowders  
Secretary

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