

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY**

**NOVEMBER 19, 2008
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority Meeting on Wednesday, November 19, 2008 at 6:45 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck
George Dvoryak
Mike Bowman
Nick Gurreri

MEMBERS NOT

IN ATTENDANCE: Don Bishop

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
Jack Hadge, Finance Director
Andy Hinkle, Manager, Information Systems
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6:45 p.m.

2. CERTIFICATION OF QUORUM

HOLMAN Mr. Holman certified that a Quorum was present.

3. APPROVAL OF MINUTES

A. Development Authority Regular Meeting – June 26, 2008

MR. DVORYAK MOVED TO APPROVE THE MEETING MINUTES FROM JUNE 26, 2008. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

4. RESOLUTIONS/MOTIONS

A. Authorization to Enter into Agreement for Amendment to Contract with Pennsylvania Department of Community and Economic Development for acceptance of payment of \$568,392 as part of the Infrastructure Facility Improvement Program.

SCHENCK Chairman Schenck stated that item A involved an agreement with the Department of Community and Economic Development. This is the on-going reimbursement for the project on Mt. Zion Road.

HOLMAN Mr. Holman stated that if the Authority chooses not to decide in favor of this authorization, the reimbursement of \$568,000 will not be received.

SCHENCK Chairman Schenck asked about the year status.

HOLMAN Mr. Holman responded that it is the fourth year of this agreement with this being the third amendment.

MR. GURRERI MOVED TO APPROVE THE AUTHORIZATION TO ENTER IN AGREEMENT FOR AMENDMENT TO CONTRACT WITH PENNSYLVANIA DCED FOR ACCEPTANCE OF PAYMENT OF \$568,392. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

5. NEW BUSINESS

RAUSCH Solicitor Rausch reported that a bill is pending in the legislature stating that elected officials will be prohibited from serving on authority boards. If that passes there will be a need to address the current situation within the Development Authority. He encouraged the Authority members to keep track of their status on the Authority in the event any need to be re-appointed for 2009.

HOLMAN Mr. Holman indicated he would review the status prior to the re-organization meeting.

6. OLD BUSINESS

There was no Old Business for discussion.

7. PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:55 p.m.

Respectfully submitted,

John Holman
Secretary

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY**

**JUNE 26, 2008
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority Meeting on Thursday, June 26, 2008 at 6:45 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS

IN ATTENDANCE: Bill Schenck, Chairman
Don Bishop, Vice Chairman
Mike Bowman, Secretary/Treasurer
Nick Gurreri
George Dvoryak

ALSO IN

ATTENDANCE: Charles Rausch, Solicitor
John Luciani, Civil Engineer
Harish Rao, Community Development Director
Mike Schober, Environmental Engineer
Jack Hadge, Finance Director
Jean Abreght, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6:45 p.m.

2. CERTIFICATION OF QUORUM

SCHENCK Chairman Schenck certified that a Quorum was present.

3. APPROVAL OF MINUTES

A. Development Authority Regular Meeting – February 14, 2008

MR. BISHOP MOVED FOR APPROVAL OF MINUTES OF THE FEBRUARY 14, 2008 MEETING. MR. BOWMAN WAS SECOND. MOTION CARRIED. MR. GURRERI ABSTAINED AS HE WAS NOT PRESENT.

4. RESOLUTIONS/MOTIONS

There were no Resolutions or Motions for action.

5. NEW BUSINESS

A. Acknowledge Receipt of Guarantee Revenue Note Report for Concord Public Finance dated June 9, 2008

MR. DVORYAK MOVED TO ACKNOWLEDGE RECEIPT OF GUARANTEE REVENUE NOTE REPORT FOR CONCORD PUBLIC FINANCE DATED JUNE 9, 2008. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

B. Acknowledge Receipt of 2007 Audit Report

SCHENCK Chairman Schenck stated that audit reports had been conducted specifically for the Development Authority. Mr. Michael Reinert was present to report on the audit.

REINERT Mr. Reinert reported that two separate audits for the Authority had been conducted. The first was the \$568,392 DCED grant received from the Commonwealth of Pennsylvania. He stated that the report and the opinions were clean with no findings. In addition, the second report for the Development Authority showed that activity for the year revealed expenditures of \$3.9 million for infra-structure and capital improvements. He indicated there were no findings or questionable costs in the audit, and no management letter had been written to the Authority.

SCHENCK Chairman Schenck called for a motion to acknowledge receipt of the audit report.

MR. DVORYAK MOVED TO ACKNOWLEDGE RECEIPT OF THE 2007 AUDIT REPORT. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

6. OLD BUSINESS

There was no Old Business for discussion.

7. PUBLIC COMMENT

There was no public comment.

8. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Mike Bowman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY**

**FEBRUARY 14, 2008
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority Meeting on Thursday, February 14, 2008 at 6:50 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS

IN ATTENDANCE: Bill Schenck, Chairman
Don Bishop, Vice Chairman
Mike Bowman, Secretary/Treasurer
George Dvoryak

MEMBERS NOT

IN ATTENDANCE: Nick Gurreri

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Mike Schober, Environmental Engineer
Harish Rao, Community Development Director
Jean Abrecht, Stenographer

1. CALL TO ORDER

SCHENCK Chairman Schenck called the meeting to order at 6:50 p.m.

2. CERTIFICATION OF QUORUM

HOLMAN Mr. Holman certified that a Quorum was present with all members except Mr. Gurreri.

3. APPROVAL OF MINUTES

- A. Development Authority Reorganization Meeting – January 7, 2008**
- B. Development Authority Regular Meeting – January 10, 2008**

MR. DVORYAK MOVED TO APPROVE MINUTES OF THE DEVELOPMENT AUTHORITY REORGANIZATION MEETING ON JANUARY 7, 2008 AND THE REGULAR MEETING ON JANUARY 10, 2008. MR. BOWMAN WAS SECOND. MOTION UNANIMOUSLY CARRIED.

4. RESOLUTIONS/MOTIONS

- A. Motion to Approve Lease Agreement with York Area United Fire and Rescue Commission for Use of Real Property.**

SCHENCK Chairman Schenck asked whether all the questions had been answered and/or satisfied. He asked Mr. Holman whether any changes had been made.

HOLMAN Mr. Holman responded that it had been more of an explanation of how the lease agreement worked. Solicitor Rausch assisted him and explained a few of the points in question.

DVORYAK Mr. Dvoryak commented that he had reviewed the lease agreement. He commented, not on the lease itself, but on his understanding of the Charter Agreement with York Area United Fire and Rescue. He stated that it was very clear where the lines were drawn in terms of allocation of costs. There are additional items to be addressed during the Regular Board of Supervisors meeting this date that seemed to create a different picture in his mind. He expressed some concern about whether Spring Garden is bringing an equitable amount to the table as is Springettsbury based on the things that are happening outside the Charter Agreement. As a result he was concerned about the lease.

HOLMAN Mr. Holman responded that the lease is within the Charter Agreement, with a 55/45% payment as discussed previously. The offer will be paying for all the heat, the air conditioning, utilities, water and any improvements.

DVORYAK Mr. Dvoryak stated that he did not disagree with that and stated that there will be costs incurred by Springettsbury Township solely in order for that to happen.

HOLMAN Mr. Holman indicated that Springettsbury is being paid for financial services from the offer, which is stated in the second portion of the document.

DVORYAK Mr. Dvoryak stated that his additional concern was the other agreements that are being created separately and apart from the Charter Agreement. He was not quite comfortable acting on the Agreement until he understood what Spring Garden is bringing in terms of equitable arrangements.

BISHOP Mr. Bishop stated that he did not know what his specific concerns were, but it was clear in his mind hearing it from both sides that Springettsbury is contributing the building itself, which is just sitting there, and Springettsbury could conceivably rent it. The Township is contributing that into the new organization for a period of time. It is something that Springettsbury could get money for but decided not to. He stated that he was unaware of any deviation from the 55/45% in any significant way.

DVORYAK Mr. Dvoryak noted that he was not sure what was significant at this point. He cited an example concerning the insurance costs. If that building was torn down and there was a vacant lot, it would cost a different amount to insure it than it would be if a building exists there. The way the lease agreement is structured, the YAUFRR only pays the additional costs over what Springettsbury pays for that building.

HOLMAN Mr. Holman responded that the building is not being insured for replacement cost. The insurance in place would provide funding of \$15,000 if the building burned down. That amount would enable YAUFRR to find alternative lodging for a period of time and they will be paying for the insurance on the computer and phone equipment with a \$50,000 policy. The building itself is not insured for any type of replacement value. If it burned down, there was no plan to replace it. The building had been scheduled for demolition.

DVORYAK Mr. Dvoryak stated that he understood.

MR. BISHOP MOVED TO APPROVE THE LEASE AGREEMENT WITH YORK AREA UNITED FIRE AND RESCUE COMMISSION FOR THE USE OF THE PROPERTY. MR. BOWMAN WAS SECOND. MOTION CARRIED 3/1. MESSRS. BOWMAN, BISHOP AND SCHENCK VOTED IN FAVOR; MR. DVORYAK VOTED AGAINST.

RAUSCH Solicitor Rausch reminded the Board that in the near future there will be another lease agreement between the Township and the Authority to lease the property as part of the Springettsbury Park project.

5. NEW BUSINESS

There was no New Business for discussion.

6. OLD BUSINESS

There was no Old Business for discussion.

7. PUBLIC COMMENT

There was no Public Comment.

8. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:59 p.m.

Respectfully submitted,

Mike Bowman
Secretary

ja

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY**

**JANUARY 10, 2008
APPROVED**

The Development Authority of Springettsbury Township met on Thursday, January 10, 2008 at 6:45 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: Bill Schenck, Chairman
Don Bishop, Vice Chairman
Nick Gurreri
Mike Bowman
George Dvoryak

ALSO IN

ATTENDANCE: John Holman, Administrator of Authority
Charles Rausch, Solicitor
Jessica Fieldhouse, Acting Civil Engineer
Mike Schober, Environmental Engineer
Jean Abrecht, Stenographer

1. CALL TO ORDER:

SCHENCK Chairman Schenck called the meeting to order at 6:50 p.m.

2. CERTIFICATION OF QUORUM:

HOLMAN Mr. Holman certified that a Quorum of members was present.

3. APPROVAL OF MINUTES:

A. Development Authority Meeting – November 14, 2007

MR. GURRERI MOVED TO APPROVE MINUTES OF THE MEETING OF THE DEVELOPMENT AUTHORITY, NOVEMBER 14, 2007 AS PRESENTED. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

4. RESOLUTIONS/MOTIONS:

A. Motion to approve amendment number three to contract C000018854 with the Pennsylvania Department of Community and Economic Development – provides \$568,392 for repayment of Authority note.

MR. GURRERI MOVED TO APPROVE MOTION TO AMENDMENT NUMBER THREE TO CONTRACT C000018854 WITH THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, PROVIDES \$568,392 FOR REPAYMENT OF AUTHORITY NOTE. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

5. NEW BUSINESS:

There was no New Business for discussion.

6. OLD BUSINESS:

HOLMAN Mr. Holman stated that Ms. Jessica Fieldhouse was present from First Capital Engineering and could provide an update the status of the Market Street/Mt. Zion project.

FIELDHOUSE Ms. Fieldhouse responded that they are currently in the process of getting the appraisers to finalize their work and should have them very soon. There are 18 properties in which compensation is being negotiated for various amounts of land for additional rights-of-way. All negotiations have been positive. The Township had been provided a summary of the appraisers review as to the compensation for the properties. Face-to-face meetings will be held with Solicitor Rausch and the property owners to complete the acquisitions, a process which takes 60 days from the first meeting with the property owner.

RAUSCH Solicitor Rausch stated that his office is putting together all the PennDOT documentation that is required for each property.

7. PUBLIC COMMENT:

There was no public comment.

8. ADJOURNMENT:

SCHENCK Chairman Schenck adjourned the meeting at 6:55 p.m.

Respectfully submitted

John Holman
Authority Administrator

ja

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY REORGANIZATION**

**JANUARY 7, 2008
APPROVED**

The Board of Supervisors of Springettsbury Township held a Development Authority Reorganization Meeting on Monday, January 7, 2008 at 6:20 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS

IN ATTENDANCE: Bill Schenck, Chairman
Don Bishop, Vice Chairman
Mike Bowman
George Dvoryak

MEMBERS NOT

IN ATTENDANCE: Nick Gurreri

ALSO IN

ATTENDANCE: John Holman, Township Manager
John Luciani, Civil Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Jean Abreght, Stenographer

1. CALL TO ORDER:

SCHENCK Acting Chairman Schenck called the meeting to order at 6:20 p.m.

2. APPOINTMENT OF OFFICERS

- A. Chairman
Current: Bill Schenck
- B. Vice Chairman
Current: Don Bishop
- C. Secretary/Treasurer
Current: Nick Gurreri

MR. BISHOP MOVED TO APPOINT CHAIRMAN, MR. SCHENCK, VICE CHAIRMAN, MR. BISHOP AND SECRETARY/TREASURER, MR. BOWMAN. MR. SCHENCK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

3. APPOINTMENT OF ADDITIONAL PERSONNEL

- A. Chief Administrative Officer
Current: John Holman
- B. Financial Officer(s)

**SPRINGETTSBURY TOWNSHIP
DEVELOPMENT AUTHORITY REORGANIZATION**

**JANUARY 7, 2008
APPROVED**

- Current: Jack Hadge, Financial Officer and Sandy Ratcliffe, Deputy Financial Officer
- C. Recording Secretary
Current: Dori Bowders
- D. Solicitor
Current: Charles A. Rausch, Esquire – Blakey, Yost, Bupp & Rausch, LLP
- E. Engineer
Current: John Luciani, P.E. – First Capital Engineering

MR. BISHOP MOVED FOR THE APPOINTMENT OF ADDITIONAL PERSONNEL TO THE DEVELOPMENT AUTHORITY, ITEM 3-A THROUGH 3-E AS LISTED ON THE AGENDA. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.

4. ADJOURNMENT

SCHENCK Chairman Schenck adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Mike Bowman
Secretary

ja