

**SPRINGETTSBURY TOWNSHIP
REGULAR MEETING**

**JANUARY 23, 2014
APPROVED**

The Board of Supervisors of Springettsbury Township held a Regular Meeting on Thursday, January 23, 2014 at 7:00 p.m. at the Township Offices located at 1501 Mt. Zion Road, York, PA.

MEMBERS IN

ATTENDANCE: George Dvoryak, Chairman
Julie Landis
Kathleen Phan
Bill Schenck
Mark Swomley

ALSO IN

ATTENDANCE: John Holman, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager of Administrative Operations
Betty Speicher, Director of Human Resources
Patricia Lang, Director of Community Development
Jack Hadge, Finance Director
Mark Hodgkinson, Director of Wastewater Treatment Plant
Lt. Todd King, Police Department
Lt. Dan Stump, Police Department
Jean Abrecht, Stenographer

1. CALL TO ORDER

A. Opening Ceremony

DVORYAK Chairman Dvoryak called the meeting to order at 7 p.m. He led the Pledge of Allegiance.

2. ANNOUNCEMENT OF EXECUTIVE SESSIONS

A. January 9, 2014 – 8:50 p.m. - Personnel

DVORYAK Chairman Dvoryak announced that an Executive Session was held on January 9th at 8:50 p.m. to discuss personnel. In addition, an Executive Session was scheduled immediately following adjournment of this meeting this date to discuss a personnel matter.

3. COMMUNICATION FROM CITIZENS

TROTT David Trott, 3360 Druck Valley Road, expressed concerns about his Right-To-Know requests submitted to the Township.

4. ENGINEERING REPORTS

A. Environmental Engineer – Buchart Horn, Inc.

CRABILL Mr. Crabill stated that he had provided a written report. He had no additions to his report and offered to respond to any questions the board might have. There were none.

B. Civil Engineer – First Capital Engineering, Inc.

LUCIANI Mr. Luciani stated that he had provided a written report. He had one update with regard to the snow and recent citizen comments concerning plowing. The Friday following the last board meeting he and Mr. Holman visited several areas and most importantly the S&A Homes where there are roads that have not been adopted. He reported that S&A Homes is intent on going through the procedure to have those roads transferred to the township, which may take up to three months with inspections and repairs, etc. The process applies to every road in the Commonwealth of Pennsylvania. During his visit Lee Court had been untouched by a snowplow. As mentioned the roads are privately maintained; however S&A Homes committed to the township that they will do a better job maintaining those roadways.

HOLMAN Mr. Holman added that he had inspected Grant and Lee Courts to see if they had been plowed in the recent storm. It had been plowed and salted. The developer took care of it and will continue to follow up each time.

LANDIS Ms. Landis commented that, even though the roads are not township roads, they are our residents and it is necessary to provide safety for them. She asked about the liability if some horrible tragedy or emergency existed and police or fire could not get there.

HOLMAN Mr. Holman responded that if police or firemen could not get into any facility because it is blocked with snow or ice, they would immediately call for a plow and salt truck that will be immediately dispatched to open the roadways. The township would not bear any liability because there is a policy in place for plowing the roadways.

DVORYAK Mr. Dvoryak asked Mr. Luciani about the new traffic lights with the increased efficiency on the roadways. He was especially interested in an upgrade of the signals at Northern Way and Market Street.

LUCIANI Mr. Luciani responded that he had been referring to battery backup upgrades with the development of that corner at Northern Way and Market Street. There is a verbal commitment to a full upgrade, which eliminates the loop detectors but adds cameras and battery backup. Once cameras are installed, a Rhythm Engineering System will begin to count cars and save the data.

5. CONSENT AGENDA

DVORYAK Chairman Dvoryak asked if there were any items to be pulled from the Consent Agenda for discussion.

LANDIS Ms. Landis asked that items C and D be pulled.

- A. Acknowledge Receipt of December 31, 2013 Treasurer's Report.
- B. Board of Supervisors Regular Meeting Minutes – December 12, 2013.
- C. Board of Supervisors Reorganization Meeting Minutes – January 6, 2014.
- D. Board of Supervisors Regular Meeting Minutes – January 9, 2014.
- E. Silvertip, Inc. – Springettsbury Fire Building Project – Application for Payment No. 5 in an amount not to exceed \$1,998.
- F. Garden Spot Mechanical – Fire Building Project – Application for Payment No. 2 in an amount not to exceed \$5,490.
- G. Regular Payables as Detailed in the Payable Listing of January 23, 2014.
- H. LD-13-02 – Time Extension – Integrity Bank – Plan Expires 2/18/14 (New Plan Date 5/19/14).

MS. LANDIS MOVED TO APPROVE CONSENT AGENDA ITEMS A, B, E, F, G & H. MOTION UNANIMOUSLY CARRIED.

- C. Board of Supervisors Reorganization Meeting Minutes – January 6, 2014.

LANDIS Ms. Landis requested that Mr. Larry Crumling's name be added to the motion made nominating him to the Springettsbury's Citizen-At-Large.

DVORYAK Chairman Dvoryak asked that an action be documented following his nomination as Chairman. The words Nomination Unanimously Carried will be added.

D. Board of Supervisors Regular Meeting Minutes – January 9, 2014.

LANDIS Ms. Landis requested that something be mentioned in the minutes surrounding the 30-minute discussion surrounding the purchase of two police vehicles. The minutes were tabled until the next meeting.

MS. LANDIS MOVED TO AMEND THE BOARD OF SUPERVISORS REORGANIZATION MEETING MINUTES OF JANUARY 6, 2014, AND SECONDLY TO TABLE THE BOARD OF SUPERVISORS REGULAR MEETING MINUTES, JANUARY 9, 2014. MOTION UNANIMOUSLY CARRIED.

6. BIDS, PROPOSALS, CONTRACTS, AND AGREEMENTS

There was nothing for action.

7. SUBDIVISIONS AND LAND DEVELOPMENT

There was nothing for action.

8. COMMUNICATION FROM SUPERVISORS

LANDIS Ms. Landis thanked the employees for their numerous hours keeping the township streets and roads clear during the very difficult weather-related storms. They did an excellent job, and she wanted to thank them. In addition, Ms. Landis reported that Mr. John Hostettler passed away of January 16th, and in recognition of his passing, she noted that he had spent over 40 years as a member of the Springettsbury Fire Company and the Springettsbury Ambulance. He had held numerous positions and had been very instrumental with the organizations and he will be missed. She extended deep sympathies to his family.

DVORYAK Chairman Dvoryak reported that he had received a letter from State Senator Mike Folmer inviting him to participate in a meeting of municipalities to discuss any issues that Springettsbury Township might have with reference to issues that would promote or hinder regionalism throughout York County. He requested that if there were specific items anyone wanted him to convey, to please let him know.

SCHENCK Mr. Schenck reported that York Area United Fire and Rescue had a meeting with the state legislators addressing that issue. They have some information that could be of value. They had encountered a number of barriers to regionalization, such as

not being able to get titles to vehicles because they did not recognize YAUFRR as a regional entity.

DVORYAK Chairman Dvoryak noted that the date had not been scheduled. They were asking for a list of days, times and locations. He added that the YAUFRR information would be very helpful.

DVORYAK Chairman Dvoryak mentioned his concern with the discussion of the three police vehicles in terms of some rust that's on a vehicle. He questioned whether that specific vehicle is safe to be driven. He noted as a board member, once the staff brings a concern about a vehicle, such as the level of rust, he personally would like to see some type of certification from our mechanics that that vehicle is road safe and road ready to go so that anyone on staff would not be out on the road in a vehicle that's not deemed safe.

9. SOLICITOR'S REPORT

RAUSCH Solicitor Rausch noted he had nothing to report.

10. MANAGER'S REPORT

HOLMAN Mr. Holman stated that two Conditional Use Hearings are scheduled for February 27th. In addition, a pension hearing normally is held during that meeting. He requested that the board be willing to move the pension meeting to the regular board meeting on February 13th at 6:15 p.m. He had checked with Joe Paese of FNB, and the date is confirmed with him. That would be 45 minutes before the regular meeting. If not, the pension meeting would be moved in to March. All the advertisement requirements can be met.

Consensus of the board was to move the Police Pension Board meeting to February 13, 2014 at 6:15 p.m.

LANDIS Ms. Landis asked Mr. Holman to comment on the current status of revenues. She noted that her review of revenues looked much healthier than was forecasted.

HOLMAN Mr. Holman responded that to date they had not received all of the York Adams Tax Bureau revenues that are expected from Business Mercantile. An additional \$100,000 had been transferred out of surplus to handle the Hunter's Crossing.

- HADGE** Mr. Hadge added that no additional supplemental appropriations for the budget are expected.
- HOLMAN** Mr. Holman stated that a Resolution will be prepared for either the first or second meeting in February for what he called “balancing the checkbook.” Monetary items are placed in proper line items where the expenditures occurred versus where they were budgeted.
- LANDIS** Ms. Landis indicated that Mr. Holman expressed concern with the revenues, and from what she had seen there had not been a struggle with revenues but rather expenditures.
- HOLMAN** Mr. Holman responded that he was concerned with Community Development revenues, as well as what was received with regard to the insurance refunds. He added that until the final revenues from York Adams Tax Bureau are received, he would be conservative on finance. He asked Mr. Hadge for the use of surplus figure for 2013.
- HADGE** Mr. Hadge responded that, as he had stated during the previous budget session for 2014, the figure is approximately \$400,000, which is the same as the figure he had given to Standard & Poor in October. He added that the township is doing quite well.
- SCHENCK** Mr. Schenck emphasized that the figure is for the use of surplus.
- HOLMAN** Mr. Holman noted that results of operations would probably indicate that the General Fund has approximately \$150,000 remaining out of a \$13.2 million budget, which is a tight budget. The auditor may make some adjustments as some of the revenues will be adjusted back to the sewer fund.
- HADGE** Mr. Hadge noted that the final check run for 2013 was completed this date, which was approximately \$40,000 bringing the remaining monies in the General Fund to \$110,000.
- LANDIS** Ms. Landis noted that in November she had proposed a sheet of cost reductions for the budget before it was advertised and voted on the following month. She asked if there would be any consideration to possibly reduce some of the expenditures that were presented in the 2014 budget. According to the Township Code, an opportunity exists during the month of January to open up the budget following a municipal election to review and amend the budget and tax levy as

long as the board wanted to do so. There is a very short period of time to do that before February 15th, but there was an approximate amount of \$189,000, \$200,000 shortfall. She asked if there would be any consideration of the new board to review proposed reductions in costs while an opportunity exists.

PHAN Ms. Phan stated that, as a new board member, she thought it was very important to review spending items. She felt that the Executive Sessions would be the place where that should be done, in addition to meeting with the appropriate people. She did not feel comfortable at this time in adding any information from her perspective about something for which she did not participate.

SWOMLEY Mr. Swomley agreed with Supervisor Phan and stated that the appropriate time to review that is during the budget sessions leading up to adopting the budget. He was aware of a tremendous amount of time and effort expended in the budget process. In the short timeframe proposed, York County is already in the process of printing tax bills, which would cause a lot of unnecessary expense for them. He would not be comfortable within the short timeframe between this date and the next meeting to be able to digest everything that was undertaken by the board in the budget sessions to make some minor adjustments. However, he was perfectly open to doing so in the next budget cycle.

DVORYAK Chairman Dvoryak added that, from his years of experience on the board, one of the things he had seen throughout the year is that the staff, despite what the budget calls for in spending, makes a lot of effort, with success, in cutting costs in a number of areas throughout the years. It might be through negotiating contracts to save costs for example. They do a thorough job of cost cutting. He was in agreement that there should be a review of costs; however, he agreed with the fact that between now and February 15th is too short a window for the board to go through a whole budget process to reopen that for a review of cost cutting. He proposed scheduling a Strategic Planning Session moving forward in terms of ideas and thoughts of operating the township for the next one to five years. A specific item he mentioned was bringing additional commercial development into the township.

PHAN Ms. Phan added that reaching out to each department head should be a priority, as they have the responsibility for their area and know the job.

HOLMAN Mr. Holman stated that during the last Director's meeting, he had requested that all the Directors provide him with a Five Year Strategic Plan with regard to budgeting and priorities over the next five years. That should coincide with the

Board of Supervisors holding some Strategic Planning Sessions. A Strategic Planning Session should include the Directors, Managers and the Board of Supervisors, and may be a two-day process with a facilitator.

11. ORDINANCES AND RESOLUTIONS

- A. Ordinance No. 2014-02 – Amending Police Pension, Death and Disability Plan to Comply with January 1, 2013 Collective Bargaining Agreement: Officer-In-Charge (OIC) Compensation

MS. LANDIS MOVED TO APPROVE ORDINANCE NO. 2014-02 AMENDING THE POLICE PENSION, DEATH AND DISABILITY PLAN TO COMPLY WITH JANUARY 1, 2013 COLLECTIVE BARGAINING AGREEMENT: OFFICER-IN-CHARGE (OIC) COMPENSATION. MOTION UNANIMOUSLY CARRIED.

- B. Resolution No. 2014-26 – Authorizing Line Item Transfers from Recreation District 1 Reserves to Recreation Districts 2, 4, & 5.

MR. SWOMLEY MOVED TO ADOPT RESOLUTION 2014-26. MOTION UNANIMOUSLY CARRIED.

12. OLD BUSINESS

DVORYAK There was no Old Business for discussion.

13. NEW BUSINESS

DVORYAK There was no New Business for discussion.

HOLMAN Mr. Holman echoed Supervisor Landis' earlier comments concerning the recent storm. He reported that they had received a number of phone calls, as well as letters and emails thanking Public Works and the police and all of the employees for the hard work during the recent storm. He had passed along the appreciation to the Public Works Director and Public Works employees so that they are aware of all the thanks that had come in from the residents during the recent storm. He noted that an order had just been placed for another 400 tons of rock salt.

PHAN Ms. Phan commended the use of the Face book page as well as an excellent tool to communicate to the residents. She had noticed the statement that if someone has a problem to call; that help will be sent out. If they don't call, the township

doesn't know. She noted that anything done on the website is wonderful. She expressed her thanks for doing that and getting the information out there.

14. ADJOURNMENT

DVORYAK Chairman Dvoryak adjourned the meeting at 7:50 p.m.

Respectfully submitted,

John Holman
Secretary

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