

**SPRINGETTSBURY TOWNSHIP  
WORK SESSION – CIP**

**JANUARY 30, 2019  
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on Wednesday, January 30, 2019 at 5:00 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  
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  
Lt. King, Police Dept.  
Andy Hinkle, Manager of Information Systems  
Jean Abreght, Stenographer

**CALL TO ORDER**

**SWOMLEY** Chairman Swomley called the Work Session to order and asked Mr. Marchant to lead the discussion.

**Public Service Announcement**

**MARCHANT** Mr. Marchant asked the board to review a 30-second spot public service announcement with Mr. Wurster speaking.

**WURSTER** Mr. Wurster asked the board to preview the public service announcement that is intended to run on the township website and Facebook to enhance public attention to the public workshop on February 19, 2019. (The video was played). Mr. Wurster thanked Abby Gibb for setting up the video equipment, lighting, cameras.

**FIELDHOUSE** Ms. Fieldhouse added that some lawn signage is proposed to be placed on the lawns of Supervisors and in some township rights-of-ways as a civic engagement event. The signs would be removed immediately following the meeting.

**Consensus of the board was approval to post the video and place the signage across the township.**

**Capital Improvements Plan 2020**

**MARCHANT** Mr. Marchant noted that Ms. Hummel would provide an overview of the status of the current CIP. A review was made of the debt capacity and what a good budget strategy would be to move forward.

**DVORYAK** Mr. Dvoryak asked Mr. Marchant to provide an overview of what he hoped to receive from the direction taken by the board concerning the priorities, a budget target, and a not-to-exceed dollar value for staff in developing a police facility. He noted the previous strategy in 2017 was way too high at \$27 to \$30 million. Mr. Dvoryak would like to have more specific direction concerning the facilities, timing and budget clarified.

**HUMMEL** Ms. Hummel reviewed the Capital Improvements Plan for 2020. She noted that the numbers were those presented in August 2018, which numbers will change based on the timing and needs in the budget coming up for 2020.

**Concept Plan**

A Concept Plan for the facilities was developed by Buchart Horn, which included building a replacement for Public Works, Administration and the Police Station along with repurposing of the current Admin building with a price tag estimated at \$27 million. Priorities must be established that fits the financial outlook, provides operation efficiencies and meets the need.

**Key Capital Improvements**

- ~ Administration Facilities Renovation/Replacement of Police Station - \$8,400,000
- ~ Davies Drive; PUC and railroad approval timing moves project to 2021- \$810,000
- ~ Community Development – MS4 estimated at \$1.5 million; spread over the Permit period. During 2019 the \$1.5 million was reduced in the budget to \$400,000. Estimated 2020 budget number will increase beyond \$1.5 due to responsibility for \$6 million over the last three years of the Permit period.
- ~ Recreation – Parks Improvement – estimated \$150,000 funded by Rec Fees.
- ~ Public Works - \$680,000; Two maintenance items for Police Station; HVAC system for current Administration Building.
- ~ Waste Water Treatment – Fats, Oils and Grease Project – Begins in 2019 at \$3.4 million

**TOTAL CAPITAL IMPROVEMENTS PROPOSAL FOR 2020 – EST. \$15.8 MILLION.**

**FACILITIES:**

**Police Station:**

- ~ Current condition of approximately 70-year old building: aging mechanical systems will require significant investment soon.
- ~ Maintenance expenses for roof and HVAC
- ~ Need to have location, design, construction costs and schedule by end of 2019.
- ~ Review borrowing capacity information fitting into budget without major tax increase.
- ~ Identification needed as to future location of the Police Department. Possibilities include: Current location; northeast corner of Pleasant Valley Road; southeast corner of Pleasant Valley Road adjacent to Admin Building

**Community Center:**

- ~ Consideration to add onto Administration Building during planning for Police Station. Could provide for indoor recreation, create revenue generating opportunities in renting space and reduce current need for Recreation Rental Fees.
- ~ Senior Center and Township Library

**Financing:**

Borrowing capacity is at \$36 million; need to determine how much fits into the budget.

- ~ Need \$3 million for Fats, Oils and Grease Project (will be self-supporting)
- ~ Facilities construction costs.
- ~ Federal and State Grants – DCNR; restrictions apply.
- ~ Casino Revenue Allocation.

Allocate annual funding for a Community Center, a Parks Improvement Plan, Debt Service plus put funds away in savings for long-term planning. (Recreation fees may be lower due to lack of potential future development).

Next step: \$50,000 currently available to secure construction costs in order to make better decisions.

Discussion surrounding borrowing must work with the budget. A Debt Service at \$700,000 a year would be a sizeable amount to add to the budget. More detailed review of financing will be done with Concord Finance. The township has a AA minus rating, which is considered very good, and although somewhat dated, it could be updated for better borrowing costs.

**POLICE FACILITY:**

A lengthy discussion surrounding the police facility took place. It was determined that the building adjacent to the Administration Building (29,000 sf) has a high value in the synergies between the management services. The possibility exists to tear down the old police station and the farmhouse and build onto the Administration building. The current location is centrally located within the township with access to north or south. Top priority is to provide a functional facility that meets the needs for the Police Department. Current square footage of the police building is 10,900. Any potential to build on the current footprint would take 18 to 24 months.

Building on the current footprint may be cramped with no option for expansion, with topography a challenge; difficult drainage management.

The current police location has good access for the public, as well as access for the police. One item mentioned is the addition of a training room, which would be used to host officers from outside departments and save training costs. Parking may be an issue.

Land was suggested in the area by the jail and 911 Center; however, that would separate the department from administration. This location would not be a good one unless the road goes across the railroad tracks.

The needs, wants and desires study had been done within the 2009 and 2017 study. Based on a review of other new police stations, the one item mentioned was not having built enough storage space. A look into the future growth of Springettsbury Township does not foresee a need for more personnel or services.

Discussion was held with regard to whether or not the Magisterial District Court might be housed and whether there could be a location within a new police facility. Also mentioned was the Pennsylvania Immigration Resource Center as a tenant.

Comment was made that the southeast corner and Pleasant Valley location would be conducive. It will be necessary to have access onto Pleasant Valley on a separate driveway only accessible to the police with a gated entrance. There would be access through the Administration building for the public to enter the lobby and not use the Pleasant Valley entranceway.

Buchart Horn tasked to provide sketch plans/preliminary designs and costs for using the current campus with a single lobby taking advantage of some of the land on the corner, southeast corner of Pleasant Valley Road.

### **MUNICIPAL FACILITIES:**

The Administration Building was built in 1999 with a 30-year lifespan, and it is already 10 years away from its expected life without major reinvestment in the building. The building is highly functional and serves Administration well. Some routine maintenance will be required, such as wear and tear on the chairs, carpeting. Some water issues in the basement need correction and would involve digging around the foundation; could be done during new building construction. Some interior changes were suggested, such as a change in offices, some construction for more security for the front desk.

Future planning should include not only the new police facility, but also provide for community facilities, a Community Center, a functional meeting place for a Town Center, which is currently provided for with the playground and the bandshell hosting the Summer Concerts. Future planning could include a 3,000 square foot general purpose banquet hall for weddings and corporate events; indoor basketball or shuffleboard, which municipal space provides with a discount. A Community Center should be in future planning.

Public Works building structure is simple but workable. The salt dome itself will need a new roof, but no other needs at this time.

Discussion surrounding the farmhouse indicated that it is on the Historic List and is relatively unusable. The second story is coming down and no one is permitted there. It would take a significant amount of money for restoration into a usable building. It was suggested to offer the house free to whoever would move it to another site if someone wanted to save it; otherwise it will be demolished as part of the township facilities. Square footage is about 2,500 square feet.

Review costs for additional parking proposed by Parks and Rec.

**CONCLUSIONS:**

**Costs and Improvements**

Need costs for the police facility first and foremost focusing on the corner for design effort; also learning what some of the other costs might be.

Consider phasing improvements be made. Communicating with the public as to the need for the new facility. Solicit public input with potential cross-section panel of citizens.

No potential for reusing the old police building, a 1950's building added on, segmented, HVAC system extended, not functioning, asbestos; non-ADA compliant. No re-useable value for a library or any other function.

Timeline for availability of property – goal would be in a year. DCNR/Federal governments difficult to work with, and they will want a piece of ground that is not already preserved as open space to replace this open space. DCNR requires acre-to-acre comparison and a Yellow Book Appraisal. The township has no shortage of open space. Cost of returning Grant Money not an option. Potential suggestion for Open Space south of St. Onge plus other green spaces in that vicinity. Subdivision suggested and become title owners and then lease back.

**Tours**

Schedule tours of existing facilities, including Springettsbury's PD, and newly-constructed facilities in Fairview Township and Shewsbury, Loganville Exit.

**Additional Capital Planning**

Augustus Schaefer Park is a priority. A portion of the \$250,000 could be used for upgrades. DCNR has a Grant opening period due April 10<sup>th</sup> and could be a competitive project because of its small service area. Three items could be bundled into one Grant for \$150,000 to \$200,000: Fit Core Course, the AV System for the bandshell and Augustus Schaefer Park Upgrade. The board did not have consensus on the Fit Core Course. If the DCNR Grant were not received, then Rec Fees would be used for partial upgrade for Augustus Schaeffer Park. There may be some benefits for stormwater management, as well as some local business sponsorships. Board will reach out to former DA Tom Kearney to see what efforts he can make in the community. Some immediate impacts at the park can be done. A path from Davidson Drive to the pavilion, resurface the basketball courts, put in new nets, a picnic table, and plant some shrubbery will make an impact in the community.

The board recessed from 7 p.m. to 7:07 p.m.

**Additional Capital Planning** (cont.)

The splash pad in Red Lion is extremely popular. All the maintenance for that particular activity comes from their rental of their pavilion next door. People rent the pavilion and use the splash pad for birthday parties, etc. A DCNR Grant funded half of the splash pad costs (\$300,000). Other items appealed to different age groups, Fit Core Course to one segment; shuffleboard and Pickleball, Bocce ball.

The AV equipment for the amphitheater would save some money because equipment currently is rented on a regular basis for events. It will open up events for movie nights and other activities. Additionally there is \$34,500 moved into that fund for the equipment.

Traffic/transportation issues still a priority with an ongoing solution cost.

Parks Master Plan identified a lack of facilities targeted to the 18 to 35-year old population.

Important to stay a high-end community with homebuying, facilities and investments appeal.

**Public Relations/Newsletter**

Two draft articles for the next newsletter were provided for the board's review. One gave a financial overview of what a resident gets for their tax dollar. The second is an attempt at communicating the message about the police facility. The public needs to be educated. Two high school seniors are working with a videography crew to video tour the police station. That will really illustrate the need. The deadline for the spring newsletter is February 12, 2019. Comments are welcome from the residents through the township police site, as well as the Facebook page.

An important message to the public is making sure that whatever financing options that are available that the residents understand the board and township staff are good custodians of the money they have entrusted to the township.

**WRAP UP:**

**To Do List**

Moving forward pursue the DCNR Grant.

Receive decision from the Federal Grants Park Service.

List of Needs to keep the police station limping along until DCNR decision.

- ~ Maintenance List, County Office Options and Police Opportunities.

Future Work Session

- ~ Include a facility review with Buchart Horn on the cost, space, needs and facility design criteria.

- ~ Explore housing the District Magistrate within the new facility. Timing is critical; may be too late. Space needs, separate entrances for hearings and civil issues; court room, side bar rooms, Judge’s chambers, half dozen employees.

Provide the plan with costs for the interim work to be done at Augustus Schaefer Park.

**PUBLIC COMMENT:**

There was no Public Comment.

**ADJOURNMENT:**

**SWOMLEY** Chairman Swomley adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Doreen K. Bowders  
Secretary

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