

**SPRINGETTSBURY TOWNSHIP  
REGULAR MEETING**

**MARCH 26, 2020  
APPROVED**

The Springettsbury Township Board of Supervisors held a Regular Meeting on Thursday, March 26, 2020 at 7 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, Assistant Secretary/Treasurer  
Don Bishop  
Robert Cox

**ALSO IN**

**ATTENDANCE:** Benjamin Marchant, Township Manager  
Charles Rausch, Solicitor  
John Luciani, Civil Engineer  
Dennis Crabill, Environmental Engineer  
Dori Bowders, Manager, Administrative Operations  
Lt. Todd King, Chief of Police  
Mark Hodgkinson, Director of Public Works/WWT  
Teresa Hummel, Finance Director  
Jessica Fieldhouse, Director of Community Development  
Colin Lacey, Director of Parks and Recreation  
Dan Hoff, Chief, YAUFRR  
Andy Hinkle, Manager, Information Systems  
Jean Abrecht, Stenographer

**1. CALL TO ORDER**

A. Opening Ceremony

**SWOMLEY** Chairman Swomley called the special meeting to order via Zoom. He noted that using technology to hold this meeting is allowed under the Disaster Emergency Declaration by Governor Wolf. He added that the township is fulfilling its obligation to the community by hosting this open meeting while still observing social distancing and protecting the community. He led the Pledge of Allegiance.

**2. ANNOUNCEMENT OF EXECUTIVE SESSIONS**

A. February 27, 2020 – 8:00 p.m. – Personnel

**SWOMLEY** Chairman Swomley announced that an Executive Session was held on February 27<sup>th</sup> for a personnel discussion following the Regular Meeting.

**3. COMMUNICATION FROM CITIZENS**

**SWOMLEY** Chairman Swomley opened the opportunity for citizen comments. He recognized a comment from West Hempfield Township.

**STERN** Mr. Andrew Stern, township resident and Manager of West Hempfield indicated his appreciation that the board was using the technology. He stated he knew of several townships that would be using this technology, and he hoped it worked well because West Hempfield would be using it as well.

#### **4. ENGINEERING REPORTS**

A. Environmental Engineer – Buchart Horn, Inc.

**CRABILL** Dennis Crabill had issued a monthly report for which he had several updates, summarized:

- Heisey Mechanical official requested stored material payment for the pipe and valves for the headworks of the Wastewater Treatment facility. Mr. Crabill stated he felt this was fair while waiting for the new pumps.
- Extensive discussions had been held surrounding the selection of the replacement pumps for the main effluent from Vaughn, Flygt, Casby and Cornell.
- Cornell pumps are designed and built in Oregon and are the most efficient in the configuration needed. One difference is that they are dry pit immersible versus dry pit submersible.
- Delivery time is 22 to 24 weeks.
- Extensive conversations were held with the existing pump supplier; however, they were unable to pass the endurance tests and the order was cancelled.

Additional discussion was held regarding the pumps, which is summarized:

- Budget cost of the Cornell pumps slightly over \$400,000; actual cost not known until order is placed.
- Immersible feature can take 14 days under water; submersibles can be under water continuously.
- Change Order versus cancelled order; not sure how it will be handled. Contractor is providing the pumps; just providing a different brand based on multiple negative testing results.
- Contractor will complete all the rest of their work, then return when the pumps come in. There will be some effect on demobilization/remobilization.

**By verbal acknowledgment consensus was given to move forward with the pump order.**

**WURSTER** Mr. Wurster requested some periodic construction project reports with photos to allow the board to follow its progress.

**CRABILL** Mr. Crabill responded that he would provide some reports. He requested the board's response to the stored materials request by Heisey Mechanical. The request is to pay Heisey for their stored materials including piping, valves, accoutrements for the headworks. They have financed everything they had purchased during this time waiting for the pumps. He noted it would be within the budget.

**MR. WURSTER MOVED TO CHANGE THE CONTRACT TO ACCOMMODATE THE STORAGE OF MATERIALS AS OUTLINED BY THE ENVIRONMENTAL ENGINEER. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

B. Civil Engineer – First Capital Engineering, Inc.

**LUCIANI** Mr. Luciani had submitted a monthly report and had an update:

- Green Lite Go – An easement was granted for the intersection at Kingstone and Edgewood. The easement was recorded, forwarded to the engineer to prepare the signal plan and submit to PennDOT. This is shut down until further notice from Governor Wolf. Mr. Luciani believed all the work will be completed during this construction season. An extension was provided on all Green Light Go projects until June of 2021; contract deadline is extended.

**5. CONSENT AGENDA**

- A. Acknowledge Receipt of February 29, 2020 Treasurer's Report
- B. Regular Payables as Detailed in Payable Listing of March 26, 2020
- C. Board of Supervisors Regular Meeting Minutes – February 13, 2020
- D. Board of Supervisors Work Session Minutes – March 5, 2020
- E. Authorization to Approve Real Estate Tax Refund Request for Tax Year 2019 – Pax Mall Realty Company LP (Parcel #46-KJ-01Q) in the amount of \$833
- F. Acknowledge Receipt of Liquid Fuels Tax Fund Audit Report for the Period January 1, 2018 to December 31, 2018.

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

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

- A. YSM Landscape Architects – Authorization to Execute Scope of Services Proposal for Augustus Schaefer Park Improvements in an amount not to exceed \$28,200

**SWOMLEY** Chairman Swomley commented that nothing can be done at this time.

**LACEY** Mr. Lacey responded that all of the sketches and scope of work were submitted to DCNR with the approved Grant for \$130,000. Using YSM services complies with the Grant.

**MR. WURSTER MOVED TO APPROVE YSM'S SCOPE OF SERVICES FOR THE AUGUSTUS SCHAEFER PARK IMPROVEMENT PROJECT AS OUTLINED IN THE CORRESPONDENCE DATED FEBRUARY 26, 2020. MR. COX WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**7. SUBDIVISIONS AND LAND DEVELOPMENT**

There were none for action.

**8. COMMUNICATION FROM SUPERVISORS**

**SWOMLEY** Chairman Swomley expressed his appreciation with how the meeting had come together. He had discussed it with Mr. Marchant and indicated he wanted Springettsbury to be a leader in the use of technology. He added it is really good for the township and all the constituents to see the action and that this type of situation can be handled.

**WURSTER** Mr. Wurster thanked Mr. Marchant as well for his efforts in having the meeting ready to go. He also suggested that York County Economic Alliance is available to dial into the Pennsylvania Industrial Development Authority for loans for working capital purposes for small businesses.

**DVORYAK** Mr. Dvoryak acknowledged a comment in the Treasurer's Report concerning the impact of the virus on the economy at the local level and having some potentially major material impact on the township's operating budget from a revenue standpoint. He was glad to learn that some discretionary spending opportunities are being reviewed. In addition, he did not believe this would be an appropriate time to move forward with the water shut off project relating to the past due sewer bills.

**MARCHANT** Mr. Marchant responded to Mr. Dvoryak's comment. Of the notices that went out, there were four or five that had come forward to set up repayment plans. There were 20-some odd letters that were never picked up at the post office. The remainder have not been heard from, and given the circumstances it will be postponed at this time. Those who have set up repayment plans would be encouraged to continue to stay on track.

**COX** Mr. Cox also complimented Mr. Marchant for getting the meeting up and ready and to Chairman Swomley for leading it. He noted it was very good.

**SWOMLEY** Chairman Swomley wanted to acknowledge receipt of the liquid fuels tax fund audit report. One thing not mentioned was that the township passed with no material deficiencies. In the past the township needed to remediate things. Kudos to Ms. Hummel and Mr. Marchant for making sure that all happened.

**9. COMMITTEE REPORTS**

There were no Committee Reports.

**10. SOLICITOR'S REPORT**

**RAUSCH** Solicitor Rausch stated he had nothing for the board this evening.

**11. MANAGER'S REPORT**

A. Township Manager's Report

**MARCHANT** Mr. Marchant thanked the board for support and understanding of the many changes necessary to make for township operations, which is providing essential services. Staff has been very cooperative, which is very much appreciated. He added that it had been fairly quiet for Police and Public Works.

- Additional items were discussed which are summarized:  
York Adams Tax Bureau made use of the township's Resolution with 18 businesses. That increased tax collections and resolved deficiencies.
- Bocce Ball Court History - No specific direction had been given in the past. A group was involved in design; however, it was not in the township's price range. The project died.
- Springettsbury Parks – Castle Park was closed; however, the remainder of the parks have not been closed. Additional recreation programs were cancelled. All major basketball games have been closed voluntarily.

**12. ORDINANCES AND RESOLUTIONS**

A. Resolution No. 2020-29 – Temporarily Extending Payment Deadline for 2019 Final/2020 Estimated Business Tax Returns from April 15, 2020 to July 15, 2020 in Response to the State of Emergency Currently in Effect

**MR. WURSTER MOVED FOR ADOPTION OF RESOLUTION 2020-29 EXTENDING PAYMENT DEADLINE FOR 2019 FINAL/2020 ESTIMATED BUSINESS TAX RETURNS. MR. DVORYAK WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

**13. OLD BUSINESS**

A. Update on Refinancing/Bond Proposals

**MARCHANT** Mr. Marchant stated that three weeks ago the Bond market was very attractive. However, what it looked like three weeks ago was a better offer; not during this climate. There is a bank offer good until April 10 with a good interest rate. That would commit the township to that until 2023. Mr. Marchant stated that he and Ms. Hummel had discussed the matter with Chris Gibbons, but there are no options one way or another at this time. With the bank offer there is fine print relating to disasters and acts of nature, but at this point there was no

communication to that effect. He noted that there had been no guidance or recommendations at this time. Mr. Marchant stated that the meeting with Standard and Poor's with regard to an upgraded credit rating was cancelled.

**A lengthy discussion took place and based on the uncertainty of the move forward, they agreed to hold any action until the next meeting.**

- B. Traffic Calming – Tenth Avenue, Eleventh Avenue and Whiteford Road – Temporary Speed Humps to be Installed in Spring 2020

**SWOMLEY** Chairman Swomley noted that the installation of the speed humps will be installed during Spring 2020.

- C. Grants Update

**MARCHANT** Mr. Marchant reported that there were no updates on the most recent report. Deadlines had been extended given the situation. He will provide a report for the next agenda.

- D. Sewer Billing and Collection Update

This item was discussed earlier during the agenda.

- E. Board of Supervisors Road Tour – Schedule Date for Spring 2020

**SWOMLEY** Chairman Swomley that the Road Tour will be temporarily postponed at this time. He noted that Mr. Luciani had put together a list of places to cover. He requested the Supervisors to point out some things they might want to see, know more about, or like the rest of the board to see as well.

- F. Raw Pumps Update

This item was discussed earlier during the agenda.

- G. Bocce Ball Court

**SWOMLEY** Chairman Swomley indicated he would like to postpone the Bocce Ball Court item until things get more settled.

**WURSTER** Mr. Wurster agreed with not moving forward during these times.

#### **14. NEW BUSINESS**

- A. Motion to Approve Emergency Declaration by Township Manager Due to COVID-19 Pandemic Effective March 23, 2020

**MR. DVORYAK MOVED TO APPROVE THE SPRINGETTSBURY TOWNSHIP EMERGENCY MANAGEMENT SERVICE DECLARATION. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- B. Motion to Approve PEMA/FEMA Declaration of Disaster Emergency for COVID-19 Pandemic Effective March 23, 2020

**MR. DVORYAK MOVED TO ACKNOWLEDGE ADOPTION OF THE DECLARATION OF DISASTER EMERGENCY AS OUTLINED IN THE AGENDA. MR. WURSTER WAS SECOND. MOTION UNANIMOUSLY CARRIED.**

- C. Adoption of COVID-19 Policy

**MR. BISHOP MOVED FOR APPROVAL OF THE SPRINGETTSBURY TOWNSHIP COVID-19 POLICY. MR. WURSTER WAS SECOND. MOTIO UNANIMOUSLY CARRIED.**

**WURSTER** Mr. Wurster questioned Chief King as to whether there had been unusual activity at grocery stores, Walmart, etc.

**KING** Chief King responded that the Police Department had people out and about, but there was nothing largely suspicious or different. There were a few arguments here and there, but they were settled with very minimal issue.

## **15. ADJOURNMENT**

**SWOMLEY** Chairman Swomley reminded the board of the Executive Session to be held immediately following adjournment. He adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Doreen K. Bowders  
Secretary

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