

**SPRINGETTSBURY TOWNSHIP
WORK SESSION – POLICE STATION; LIBRARY**

**APRIL 25, 2019
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on Thursday, April 25, 2019 at 6:00 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, Assistant Secretary/Treasurer
Justin Tomevi
Robert Cox

ALSO IN

ATTENDANCE: Benjamin Marchant, Township Manager
Charles Rausch, Solicitor
John Luciani, Civil Engineer
Dennis Crabill, Environmental Engineer
Dori Bowders, Manager, Administrative Services
Teresa Hummel, Finance Director
Mark Hodgkinson, Director of Wastewater Treatment Plant
Jessica Fieldhouse, Director of Community Development
Dan Stump, Police Chief
Nitza Sanchez-Bowser, Director, Human Resources
Colin Lacey, Director of Parks and Recreation
Lt. Todd King, Police Dept.
John Woods, YAUFRR
Andy Hinkle, Manager, Information Systems
Jean Abreght, Stenographer

1. CALL TO ORDER

SWOMLEY Chairman Swomley called the Work Session to order. He stated the meeting was for the purpose of discussing the Police Facility space needs and Library Services.

MARCHANT Mr. Marchant introduced Scott Loercher of Buchart-Horn Architectural Services, who had assisted in the development of a design concept for the construction of a Police Facility.

LOERCHER Mr. Loercher presented draft plans, which the board reviewed. Mr. Loercher had been working with the township since 2009 in the provision of a Comprehensive Space Needs Study which encompassed approximately 67,000 square feet of space. In 2017 a Feasibility Study was done of assessing the relocation of the Administration Building to Public Works. In the current study, they are showing a total building square footage of about 52,000 square feet. The actual plan includes 54,000 sf with about 9,000 sf in the basement using 4,000 sf for storage and records.

The current concept uses the existing building with many of the same features and access points. Some of the departments stay in about the same space, and other departments are moved. Mr. Loercher went through the planning with the board with specific emphasis on the Police Department area and functionality. One area of concern was the need for specific parking which will require further review. A summary of the discussion follows:

- Net increase in square footage over existing facilities – 52,000 sf. (Admin 23,000 sf; Police 29,000 sf). Shared spaces for additional efficiencies.
- Police Facility – Current sf is 11,000 sf; planned sf is 29,000 sf.
- Shared front desk to handle both township and Police Department matters.
- Police business in a secured area accessed only by sworn police employees.
- Evidence handling to receive special focus for efficiency.
- Consideration given to adding a second floor; additional work, effort and cost.
- A Community Room addition for class offerings.
- Two shared access points for police egress.

Discussion surrounding costs/finances follows:

- Current estimated costs are conservative at \$236/square footage.
- Soft costs – Total 20 percent.
- Debt capacity is available. Further discussions to follow for management of financial strategies.
- List requested of a detailed construction budget for cost cutting purposes.
- Project cost: \$13 million over 20 years; annually \$841,000/year; \$70,000/month; 2-1/2 percent.

2. PUBLIC COMMENT

STUHRE Charles Stuhre, 3680 Trout Run Road suggested three things for future cost savings.

- Build the primary structure that it could support a second story for expansion upward; conserving green space.
- Use all LED lighting throughout to save energy.
- Overall construction materials to work toward a LEED Certification for higher energy.
- Put Solar Panels on the roof to save money and reduce energy input.

Several final comments with regard to the facility included articles in the newsletters and discussing it in meetings and gatherings to get the word out to the public.

3. LIBRARY SERVICES

SWOMLEY Chairman Swomley opened the subject of financial support of Martin Library.

COX Robert Cox opened the library discussion from his perspective as a long-time advocate for libraries. He voiced his original thoughts surrounding a potential location at the Galleria Mall; however, it turned out to be more involved and farther out in timing. Mr. Cox noted that Springettsbury had 75,000 uses of the library during 2018 which included the use of the electronic services and drop off/pick up at the township building. Mr. Cox stated he would support an annual contribution to the cost of the library system.

SWOMLEY Chairman Swomley questioned the status of the money as to the total available in the Library Fund.

MARCHANT Mr. Marchant stated that there were two line items in 2018: the Library Trust where the proceeds of the interest are made as a payment to the Martin Library following the terms and expectations of that Trust. Secondly, from the General Fund there was an allocation as a payment to the Martin Library Services and in the 2019 Budget that was cut. Nothing was budgeted specifically for Library Expenses in 2019 other than the interest payment from the Library Trust.

SWOMLEY Chairman Swomley questioned the amount of the Interest Payment.

HUMMEL Ms. Hummel responded that it ranges around \$2,700 to \$2,800.

WURSTER Mr. Wurster questioned how many assets are in the Trust Fund that generates the interest.

HUMMEL Ms. Hummel responded that at Morgan Stanley there is \$196,184 in the Library Fund.

DVORYAK Mr. Dvoryak asked how the funds are invested.

HUMMEL Ms. Hummel responded it is all in CD's.

DVORYAK Mr. Dvoryak questioned whether there had been any discussion about managing the money like a normal endowment.

HUMMEL Ms. Hummel responded that they had not had that discussion.

DVORYAK Mr. Dvoryak noted that if history is any guide to the future, it would generate a lot more dollars for the library than a CD would.

WURSTER Mr. Wurster noted that he had read through the history, and the township has had a long-term commitment to the Martin Memorial Library and to the York County Library System. The trust was set up to support the Library. There was a period of time where no distributions were made from the Trust Assets toward the Library. Eventually through the direction of Solicitor Don Yost, the township began sending proceeds to the library following which the contribution eventually ended up going to \$37,000.

MARCHANT Mr. Marchant stated that during the Historical Preservation Committee Meeting earlier this date, Steve Smith explained that the source of the request for the Library Funds was also the donor of the property that the Township now owns here and the farmhouse. He had not heard or read that before and it is something he wanted to know more about.

TOMEVI Mr. Tomevi stated he had not read the Trust carefully; however, he suggested putting bookshelves in the wall of the proposed Community Room and supply it with books. If that were open, the funds could be used from the trust for that venture.

RAUSCH Solicitor Rausch stated he did not remember the exact terms of the Trust; however, he thought as long as the township was fulfilling the goal of the library services, it should be satisfactory.

SWOMLEY Chairman Swomley stated that several computers could be placed there for public access.

TOMEVI Mr. Tomevi noted that was simply an alternative way of thinking about that as the discussion of the potential construction is taking place, the services could be provided and the funds used for the library purpose.

SWOMLEY Chairman Swomley commented that if the 7 ½ percent is used as our goal for the Police Pension Fund is used for the library, 7 ½ percent times \$200,000 is \$15,000 a year that could be donated to the Library if we changed the investment model for that money. It would be a fair amount more than is being provided now.

WURSTER Mr. Wurster agreed with the suggestion to explore ways to better leverage the investment of the Library Trust funds. The budget item for 2019 represents the first departure and actual termination of contributions to the library. There is a level of participation of library services by township residents. Mr. Wurster indicated he would support a reinstatement of the \$37,000 back into the budget to continue the long legacy of supporting the library for the township residents who clearly use the facility.

MR. WURSTER MOVED TO REINSTATE THE \$37,000 BACK INTO THE BUDGET FOR CONTINUATION OF SUPPORT TO MARTIN LIBRARY. MR. COX WAS SECOND.

DVORYAK Mr. Dvoryak thanked Mr. Marchant for the very thorough research that was done going back to 1960's. He noted several things of importance. One is that at some point in time, in 1979, the township asked the residents through a Referendum on the ballot whether they were willing to have their tax dollars go to the library, which residents struck down.

MARCHANT Mr. Marchant stated in 1979 they had asked for a two-mill increase to the tax base in order to fund the library. The after-action memo indicated that perhaps the township had requested too much money and should have started smaller.

DVORYAK Mr. Dvoryak stated that another piece, which appears on the Regular Meeting Agenda this date, is the contribution the township makes for “doing the work for the library” is going up significantly. There appears to be an 18 percent increase in their fee. He wondered if there was a way to control that in the future or whether that might be a negotiable fee or what the relationship would be for that service.

MARCHANT Mr. Marchant stated that the increase had not been discussed with him; however, when he discussed it last year Mr. Lambert responded that it was their costs and their model, and it was going up not just for the township but for Manchester and other services as well.

WURSTER Mr. Wurster noted that he had the same question and had intended to mention it as a separate agenda item in the Regular Meeting this date.

DVORYAK Mr. Dvoryak commented that when the library moved out of the township a few years ago, presumably their budget changed dramatically for the better by saving hundreds of dollars in their operating budget. The township now makes a contribution to them of \$4,000 to \$5,000 a year that wasn't made in previous years. There is an opportunity to increase the funding by investing the proceeds of that Trust Fund differently.

COX Mr. Cox noted that the library did not save any money because the school was actually paying the annual costs and expenses. During a meeting with Mr. Lambert, he estimated something like \$300,000 as an annual contribution to the library system if the township wanted a satellite library in the township.

MARCHANT Mr. Marchant had requested the contract; however, he only received a budget. The Art Institute's arrangement included providing the space and up to \$195,000 a year contribution to Martin Library for those services. It was a contractual relationship with the Art Institute that was paying for those services. When the Art Institute left, the contract was cancelled.

TOMEVI Mr. Tomevi questioned whether the idea of hosting something in the township facility had been discussed.

MARCHANT Mr. Marchant responded that it had not been discussed.

SWOMLEY Chairman Swomley questioned whether there would be a chance that something could be hosted slightly more than the drop off/pick up with a few more services without increasing the costs.

MARCHANT Mr. Marchant responded that could be explored.

DVORYAK Mr. Dvoryak commented that he had an opportunity to look at the Financial Statements of the Library. He stated that their balance sheet and profit or cash flow is equally as strong as Springettsbury's, if not stronger, coupled with the fact they are about to launch a \$10 million dollar capital campaign to raise funds for the organization. Mr. Dvoryak noted that, as he reviewed the future of Springettsbury's

financial picture with some of the items on the agenda, such as the police facility and how it will be paid for, consideration should be made as to explore possibilities to reduce costs in the township. In his perspective libraries are best served by libraries and doing what they do, and getting the funding the way they do as opposed to municipalities. The library does not have a presence here, and taking taxpayer money and donating it to a non-profit, there are literally hundreds of non-profits in York County. If the township's justification is that our residents use that service, the donation can be justified to making a donation to every single non-profit as well. He was unsure as to the mindset to get the library special treatment. He stated that he is not in support of restoring the annual \$37,000 contribution to the budget and better spend those funds toward the new police facility going forward.

SWOMLEY Chairman Swomley stated that the difference between the library and other services is the educational factor for the generations to come. He indicated he would support reinstating the \$37,000 to Martin Library noting also that there is a fairly high usage of the residents of the library system.

MOTION CARRIED 3/2. MESSRS. SWOMLEY, COX AND WURSTER VOTED IN FAVOR; MESSRS. DVORYAK AND TOMEVI VOTED AGAINST.

4. PUBLIC COMMENT

There was no public comment concerning the police facility or library system.

5. ADJOURNMENT

SWOMLEY Chairman Swomley adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary

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