

**SPRINGETTSBURY TOWNSHIP
WORK SESSION**

**APRIL 25, 2024
APPROVED**

The Springettsbury Township Board of Supervisors held a Work Session on Thursday, April 25, 2024 at 6:00 p.m. at the Municipal Complex, 1501 Mt. Zion Road, York PA in person and by Zoom.

MEMBERS IN

ATTENDANCE: Mark Swomley, Chairman
George Dvoryak, Vice Chairman
Don Bishop (via Zoom)
Bob Cox

NOT PRESENT: Charles Wurster, Assistant Secretary/Treasurer

ALSO IN

ATTENDANCE: Mark Hodgkinson, Township Manager
Dori Bowders, Director of Administrative Operations
Nitza Sanchez-Bowser, Human Resources Director
Angel Diaz, HR Coordinator

1. CALL TO ORDER

Chairman Swomley called the work session to order stating the purpose of the meeting is to discuss volunteer Recognition.

2. NEW BUSINESS

A. Volunteer Recognition

Mr. Hodgkinson stated he and Ms. Sanchez-Bowser created the document which was distributed to the Board outlining information on stipends for current active boards as well as recognition options.

Mr. Hodgkinson reported he contacted local municipalities to determine what they may do to recognize volunteers. Windsor Township was the only municipality who responded which has a program. He noted they hold an annual catered dinner to recognize their volunteers. This is held at one of their local volunteer firehalls. They provide a gift card program which is \$75 for the first year and up to \$150 at the fifth year, with a cap at \$550. They do not include their volunteer fire company.

Mr. Dvoryak asked if there are any legal constraints as to what cannot be done in awarding volunteers. Mr. Hodgkinson stated in researching that concern he could not find anything that

would prohibit it. He indicated the Windsor Township manager noted this is a line item in their budget, which is approximately \$4,000 per year.

Mr. Dvoryak alluded to a tax credit that is allotted by the County. Mr. Hodgkinson stated that is limited to first responders.

Mr. Hodgkinson stated he did not receive any response from the other townships contacted.

Discussion was held regarding the Township Boards who receive stipends and those who do not receive any amount. It was noted there is guidance for the remuneration received by the Board of Supervisors, the Planning Commission and Zoning Hearing Board, but it was not known if there is guidance in the second-class township code for other boards. It was questioned if there would be opportunity to provide remuneration to the other boards who do not currently receive it.

Discussion was also held as to whether there is any possibility of providing recognition for a member of a board or a member of the volunteer fire company who has gone above and beyond recognized by his/her peers, perhaps in the form of a gift card.

Ms. Sanchez-Bowser pointed out the Township has a credit card for which points are acquired when used. Each year they request and receive gift cards with the points which are used for employee recognition at the end of the year. She also noted the gift cards are from local businesses which keeps the money in the Township.

Mr. Dvoryak commented local business could also donate gift cards.

Mr. Bishop commented he was in favor of the ideas presented, indicating he was especially interested in using this program to provide community members the opportunity to meet the members of the various boards. He was also in favor of the idea of a recognition program for volunteers held during one or two of the summer concerts.

Mr. Cox referred to the idea of a volunteer recognition dinner in the community room to spend time together with volunteers as well as members of the various Boards and community residents.

Chairman Swomley responded to Mr. Bishop's comment indicating volunteers do not get recognition in the community. He felt the idea to have volunteers recognized at a summer concert with community members seeing the volunteers as a good way to accomplish that goal.

Mr. Bishop also noted the volunteers could be recognized in the Township newsletter with press releases in the local papers. He anticipated a formalized program which could be built into the culture of the Township in years to come, with the expansion in scope to the extent of including YAUFRC commission members and employees. Also at a future point expanding it to volunteers in the community who may not have any direct connection with the Township, i.e., poll workers and community aid volunteers. He also believed this could be an outreach program to encourage more people to volunteer for Township boards and other groups where needed.

Mr. Hodgkinson stated that would tie into his plan to expand and revamp the Township website in 2024, and he would include the functions and information for each of the different boards and commissions.

Chairman Swomley mentioned when National Night Out is held there are booths from other organizations which could include volunteers, i.e., counselors for the summer parks programs. Also, with the idea of other groups in the community who volunteer for different entities.

Mr. Hodgkinson referred to the options presented in the document asking for feedback on any that are listed.

Chairman Swomley recommended choosing items which could be started immediately adding more as the process moves forward.

Mr. Bishop commented he liked Option #1 since it fits in with a Township summer concert kick off inviting volunteer recipients. He would consider holding it twice this season to get momentum.

Chairman Swomley suggested having an event for volunteers in a tent pavilion inviting members of the community. This could include raffles, food, etc. with a small entrance fee to contribute toward volunteer recognition efforts, with a recognition ceremony. Perhaps to be held during the Saturday in the Park event.

Mr. Cox suggested providing a tour of the new building for volunteers from the various boards and other volunteer organizations possibly with a volunteer recognition program included.

Chairman Swomley asked Mr. Hodgkinson to investigate the stipend for the Zoning Hearing Board and the Planning Commission to ascertain if the amount of \$150 is the maximum, in addition to adding a stipend for Parks & Recreation.

Regarding the Township Auditors it was noted they only meet once a year and that is not a paid position.

Mr. Bishop suggested to include how to communicate and promote the Volunteer Recognition event. He noted in the past there have been retirement receptions in the lobby prior to a meeting which could be used to recognize individuals and volunteers encouraging community members to attend.

Mr. Hodgkinson indicated he and Ms. Sanchez-Bowser will work on developing a plan based on all the suggestions and discussion and will keep the Board informed.

3. PUBLIC COMMENT

There was none.

14. ADJOURNMENT

Chairman Swomley adjourned the meeting at 6:29 p.m.

Respectfully submitted,

Doreen K. Bowders
Secretary
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