

**JACKSON TOWNSHIP, YORK COUNTY
BOARD OF SUPERVISORS MINUTES
JANUARY 2, 2018**

A. CALL TO ORDER:

The Reorganizational Meeting of the Board of Supervisors of Jackson Township was held on January 2, 2018 in the municipal building. The meeting was called to order by Chairman Holmes at 7:00 P.M. followed by the pledge to the flag. Others present were Supervisors David Brown and David Smyser, Township Solicitor David Jones, Township Engineer Jeff Shue, Manager William Conn, Zoning Officer Ray Dietrich, Secretary Linda Eaton, Public Works Foreman Shane Shaffer and thirty-three persons in the audience.

B. REORGANIZATION:

1. David Smyser was appointed as Temporary Chairman and William Conn was appointed as Temporary Secretary by Jon Holmes and David Brown.
2. David Brown was elected as Board Chairman on a Smyser/Holmes motion. Motion carried 2-0-1, Brown abstained.
3. David Smyser was elected as Vice Chairman on a Holmes/Brown motion. Motion carried 3-0.
- 4.5.6. On a Holmes/Brown motion, carried 3-0, Linda A. Eaton was appointed as Secretary Sally A. Bushey was appointed as Treasurer and William J. Conn was appointed as Assistant Secretary/Treasurer.
7. The appointment of the Township Staff in the positions and at the salaries and wages approved in the 2018 Budget adoption process was affirmed on a Holmes/Smyser motion. Motion carried 3-0.
8. The amount of the Treasurer's Bond for 2018 was set at \$1,500,000.00 on a Holmes/Smyser motion. Motion carried 3-0.
9. On a Smyser/Holmes motion, carried 3-0, David Jones (Stock and Leader) was appointed as the Township Solicitor.
10. On a Holmes/Smyser motion, carried 3-0, Jeff Shue (C. S. Davidson) was appointed as the Township Engineer.
11. On a Smyser/Brown motion, carried 3-0, Thomas Kern was appointed as Chairman of the Vacancy Board for a one year term.
12. On a Holmes/Brown motion, carried 3-0, the Certified Public Accounting Firm of Baker Tilly was appointed to perform the annual audit.
13. On a Smyser/Holmes motion, carried 3-0, William Deal was appointed as the Township Sewage Enforcement Officer and Patrick Buhl as the alternate.

14. On a Smyser/Brown motion, carried 3-0, Brad Dunham was appointed as the Township Fire Chief.
15. On a Holmes/Brown motion, carried 3-0, Brian Bankert was appointed as the Township Emergency Management Coordinator.
16. A Supervisor was appointed to each of the following positions:
 - a.b. Jon Holmes was appointed as Representative to the York Adams Tax Bureau and York County Tax Collection Committee (with William Conn as alternate for both) and York County Planning Commission's LGAC/CDBG Advisory Committee on a Brown/Smyser motion. Motion carried 3-0.
 - c. Dave Brown was appointed as Representative to the Northern York County Regional Police Department Board of Commissioners on a Holmes/Smyser motion. Motion carried 2-0-1, Brown abstained.
 - d. Dave Smyser was appointed as Representative to the Spring Grove Regional Parks & Recreation Center for a five year term through 2022 on a Holmes/Brown motion. Motion carried 2-0-1, Smyser abstained.
 - e. Jon Holmes was appointed as Voting Delegate to the PSATS State Convention on a Brown/Smyser motion. Motion carried 3-0.
17. The Township Manager was appointed as the Township's Open Records Officer on a Brown/Holmes motion. Motion carried 3-0.
18. Residents were appointed to the following expired terms or vacancies:
 - a. Mike Hartman was reappointed for a three year term through 2020 and Tim Ferrence was appointed for the remainder of term 2/1/18 to 12/31/18 to the Zoning Hearing Board on a Brown/Holmes motion. Motion carried 3-0.
 - b. Bob Callahan was reappointed to the Planning Commission for a four year term through 2021 on a Holmes/Smyser motion. Motion carried 3-0.
 - c. Joyce Sheridan was reappointed for a five year term through 2022 to the Sewer Authority on a Smyser/Holmes motion. Motion carried 3-0.
 - d. A Vacant position remains open on the Sewer Authority for the remainder of term through 2019.
19. The following Depositories were selected for the Township's Funds on a Holmes/Smyser motion. Motion carried 3-0.
 - a. BB&T Bank
 - b. PA Local Government Investment Trust (PLGIT)
 - c. Fulton Bank
 - d. Santander Bank

20. The following Township Holidays were approved on a Holmes/Smyser motion. Motion carried 3-0.
- a. New Years's Day - Monday, January 1.
 - b. President's Day - Monday, February 19.
 - c. Good Friday - Friday, March 30.
 - d. Memorial Day (Observed) - Monday, May 28.
 - e. Independence Day - Wednesday, July 4.
 - f. Labor Day - Monday, September 3.
 - g. Veteran's Day (Observed) - Monday, November 12.
 - h. Thanksgiving Day - Thursday, November 22.
 - i. Day after Thanksgiving - Friday, November 23.
 - j. Day before Christmas - Monday, December 24.
 - k. Christmas Day - Monday, December 25.

C. PRESENTATION/PUBLIC COMMENT:

1. A lengthy discussion was held regarding the 1657 Route 116 property purchased by the township with the intent to develop a community park in Jackson Township. When the property was purchased it was the Little Creek Golf Course. The following individuals expressed their opinions on the future use of this property:
Mike Toomey - 223 Perry Avenue; Zach Toomey - 1481 Linton Terrace, York, PA 17408; Kate King - Executive Director of Spring Grove Regional Parks & Recreation Center; Bob Ross - 130 Greenwood Road; Jeanne Grogg - 7043 Woodland Drive; Brian Leib - President of York County Junior Golf Association; Justin Ross - Treasurer of York County Junior Golf Association; Dave Childress - East Berlin, PA; Lori Redding - 29 Pine Springs Boulevard; Heather-Marie Merrill - Former Board Member of the Spring Grove Youth Athletic Association; Faye Stambaugh - 1430 Grandview Road; Bill Henshaw - 67 East Maple Street, Dallastown, PA 17313; Sharon & Dale Heiner - 140 Lakeview Drive; Jake Miller - 798 Roth's Church Road. Comments were about equally split between new park development and retention of a golf course. After all comments were heard by the Board Jon Holmes explained to the public that the township has a comprehensive plan that was adopted in 2006 which determined a community park should be developed to accommodate the needs of the township. Since the purchase of the property at 1657 Route 116 several special meetings were held (most recently last spring) pursuant to public notice and with local organizations to receive input on what type of recreational activities the public would like incorporated into the plans for the community park. A preliminary plan for a park was presented in the Township's May 2017 Newsletter and posted on our website. Copies were also posted at the golf course and Township Municipal Building to encourage public input. Dave Jones, Township Solicitor advised the public that under the Second Class Township Code the Board has the right to provide a community park in the township. The township will close the front 9 holes of the golf course in 2018 to begin a stream restoration project and development of Phase I of the community park. There are no firm plans for the back 9 holes of the golf course at this time.
2. Joe Lange, representative for Jackson Heights Home Owners Association (HOA) wanted to know if the township had regulations on the use of fireworks. The Board and Fire Chief Dunham informed Mr. Lange it would be impossible to provide more stringent control than recent state law. The HOA as a private association has the right to include rules and regulations pertaining to fireworks.

D. APPROVAL OF MINUTES:

The meeting minutes of December 5 & December 15, 2017 were approved on a Holmes/Smyser motion. Motion carried 3-0.

E. TREASURER'S REPORT:

The December 2017 year end financial reports were accepted on a Holmes/Brown motion. Motion carried 3-0.

F. APPROVAL OF BILLS:

All bills were approved for payment on a Holmes/Smyser motion. Motion carried 3-0.

G. OPENING/AWARDING OF BIDS:

There were no opening or awarding of bids.

H. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION:

There were no plans for action.

I. OLD BUSINESS:

1. Dave Jones prefers all partners included in the Spring Grove Regional Parks & Recreation Center's Intergovernmental Agreement (IGA) attend a one time meeting to comment and finalize the draft before a master copy of the IGA is presented to the Board for their signatures. The Board authorized Kate King, the Center's Executive Director, to set-up a meeting date.
2. The Board requested Ray Dietrich to go back to Golf Cart Services and ask for a yearly lease for golf carts and their servicing due to the start of the development of the community park.

J. NEW BUSINESS:

1. Authorization to renew PSATS membership for 2018 was approved on a Holmes/Smyser motion. Motion carried 3-0.
2. Authorization for Township officials to attend the PSATS Conference April 22 - 25 in Hershey, PA was approved on a Holmes/Smyser motion. Motion carried 3-0.
3. Resolution 01-18 Adopting a Revised Act 537 South Lake Road Special Study was approved on a Holmes/Smyser motion. Motion carried 3-0.

K. SUPERVISOR'S REPORT:

Jon Holmes wanted an update on the electricity projects for the pavilion at Stone Ledge and the community park. Manager Conn informed the Board the staff will have proposals to present at the February meeting.

Dave Brown reported attending the December Northern York County Regional Police Board of Commissioners meeting reporting a topic of discussion was the overpayment of fines to the incorrect municipality for over 12 years. This resulted in Jackson Township being owed over \$84,000. Dave did not attend the December meeting of the Spring Grove Regional Parks & Recreation Center, the York County Rail Trail Authority and January meeting of the Windy Hill Senior Center.

L. ENGINEER'S REPORT:

Jeff added to his written report that Land Studies will be working with C.S. Davidson on the Stream Restoration at the Jackson Township Community Park. Jeff noted Pennsylvania Department of Environmental Protection has accepted the permits that date back to 2015. The bids for this project should be awarded in March 2018 with construction to begin in May 2018. The plans for Phase I of the community park will be designed by JMT Engineers and C.S. Davidson.

M. SOLICITOR'S REPORT:

Dave is working on finalizing the Spring Grove Regional Parks & Recreation Center Intergovernmental Agreement. Dave would like to meet with the Board in an Executive Session to discuss legal options to address the error in police fine distribution.

N. MANAGER'S REPORT:

Manager Conn highlighted from his written report the following:
Governor Wolf signed Act 57 (SB 785) regulating golf cart crossings. According to the law, at our request, PennDOT should put crossing signs and markings on Route 116 at their expense. On motion of Holmes/Smyser, carried 3-0, Manager Conn is to request PennDOT to put crossing signs and markings at 1657 Route 116 to accommodate golf cart crossing.

Manager Conn advised the Board he is working with a representative of Goodman regarding the possibility of getting \$100,000 or more toward our initial stream restoration project. Before funds are accepted, confirmation from York County Planning Commission staff and PA DEP has been requested, in writing, that this is acceptable and allowed.

Ray Dietrich asked the Board whether or not to buy a new fertilizer machine over 3 year payments instead of a used machine approved in the 2018 Budget. On motion of Holmes/Smyser, carried 2-1 (Brown), purchase of a new machine was approved with cost spread over 3 years.

O. EXECUTIVE SESSION:

Chairman Brown called for a recess at 8:50 PM for an executive session to discuss legal options regarding the error in police fine distributions and a personnel matter.

P. RECONVENE:

Chairman Brown reconvened the meeting at 9:40 PM.
The Board directed Solicitor Jones to proceed with appropriate communications to begin dialogue on how to resolve the police fine distributions error by securing the funds due to Jackson Township. No further discussion or action was taken on the personnel matter.

Q. ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 9:45 PM on Holmes/Smyser motion. Motion carried 3-0.

Respectfully submitted,

Linda A. Eaton
Secretary