

**JACKSON TOWNSHIP, YORK COUNTY
BOARD OF SUPERVISORS MINUTES
JANUARY 6, 2025**

A. CALL TO ORDER:

The Reorganizational Meeting of the Board of Supervisors of Jackson Township was held on January 6, 2025, 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 Emily Miller and Bradley Dunham, Manager Florence Ford, Secretary Linda Eaton and one person in the audience.

B. REORGANIZATION:

1. Emily Miller was Temporary Chairman and Florence Ford was appointed as Temporary Secretary by Jonathan Holmes.
2. Jonathan D. Holmes was elected as Board Chairman on a Dunham/Miller motion. Motion carried 2-0-1, Holmes abstained.
3. Emily A.B. Miller was elected as Vice Chair on a Dunham/Holmes motion. Motion carried 2-0-1. Miller abstained.
- 4.5.6.7.8. On a Miller/Dunham motion, carried 3-0, Florence A. Ford was appointed as Township Manager, Linda A. Eaton was appointed as Secretary, Sally A. Bushey was appointed as Treasurer, Ray Dietrich was appointed as Zoning Officer and Florence A. Ford was appointed as Assistant Secretary/Treasurer.
9. The appointment of the Township Staff in the positions and at the salaries and wages approved in the 2025 Budget adoption process was affirmed on a Dunham/Miller motion. Motion carried 3-0.
10. The amount of the Treasurer's Bond for 2025 was set at \$1,500,000.00 on a Miller/Dunham motion. Motion carried 3-0.
- 11.12.13.14.15.16.17.18
On a Miller/Dunham motion, carried 3-0, David Jones (Stock and Leader) was appointed as the Township Solicitor, John Miller (MPL Law Firm) was appointed as the Zoning Hearing Board Solicitor, Jeff Shue (C.S. Davidson) was appointed as Township Engineer, Joseph Lange was appointed for a one-year term through 2025 as Chairman of the Vacancy Board, the Certified Public Accounting Firm of Hamilton & Musser was appointed to perform the annual audit, Patrick Buhl was appointed as the Township Sewage Enforcement Officer and Douglas Barmoy, Reg Baugher and Brandon Bischard as the alternates, Brad Dunham was appointed as the Township Fire Chief and Brian Bankert was appointed as the Township Emergency Management Coordinator.
19. On a Dunham/Miller motion, carried 3-0, a supervisor was appointed to each of the following positions:
 - a.b.d. Jonathan Holmes was appointed as Representative to the York Adams Tax Bureau and York County Tax Collection Committee (with Florence Ford as alternate); Jonathan Holmes was appointed as Representative to the York County Planning Commission's LGAC/CDBG Advisory Committee; Jonathan Holmes was appointed as Voting Delegate to the PSATS 2025 State Convention.

REORGANIZATION: Continued

19. Continued
 - c.e. Emily Miller was appointed as Representative to the Northern York County Regional Police Department Board of Commissioners; Emily Miller was appointed as Representative to the YMCA of the Roses Board.
- 20.21. The Township Manager (Florence Ford) was appointed as the Township's Open Records Officer; The Zoning Officer (Ray Dietrich) was appointed as the Township's Assistant Open Records Officer on a Miller/Dunham motion. Motion carried 3-0.
22. A Resident was appointed to the following expired terms or vacancies:
 - a.b.c. Resident John McDonald was appointed for a five-year term through 2029 to the Sewer Authority Board; Resident Zachery Steckler was appointed for a four-year term through 2028 to the Planning Commission; and Residents Timothy Ferrance and Alternate (Mark Derr) were appointed for a three-year term through 2027 to the Zoning Hearing Board on a Dunham/Miller motion. Motion carried 3-0.
23. The following Depositories selected for the Township's Funds will be BB&T (Truist) Bank, PA Local Government Investment Trust (PLGIT) and Bank of New York Mellon on a Miller/Dunham motion. Motion carried 3-0.
24. The approved Township Holidays will be New Year's Day – Monday January 1, 2025, President's Day – Monday February 17, Good Friday – Friday April 18, Memorial Day (Observed) – Monday May 26, Independence Day – Friday July 4, Labor Day – Monday September 1, Veteran's Day – Tuesday November 11, Thanksgiving Day – Thursday November 27, Day after Thanksgiving – Friday November 28, Day before Christmas Holiday – Wednesday December 24 and Christmas Day - Thursday December 25 on a Dunham/Miller motion. Motion carried 3-0.

JACKSON TOWNSHIP BOARD OF SUPERVISORS MEETING:

The Board continued with the monthly business meeting.

C. PRESENTATION/PUBLIC COMMENT:

Lieutenant Gregg Anderson of the Northern York County Regional Police Department reviewed the monthly police report with the Board. He reported that other than the normal police activity in Jackson there was a structure fire on North Alpine Drive where a hydroponic marijuana-growing system was discovered in the basement of the residence. Lieutenant Anderson reported no tragic incidents happened in Jackson Township over the 2024 Christmas and New Year holidays.

D. APPROVAL OF MINUTES:

The meeting minutes of December 3, 2024, were approved on a Miller/Dunham motion. Motion carried 3-0.

E. FINANCIAL REPORTS/APPROVAL OF BILLS:

The December 2024 year-end financial reports, and all bills were approved for payment on a Dunham/Miller motion. Motion carried 3-0.

F. OPENING/AWARDING OF BIDS:

There was no opening or awarding of bids.

G. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION:

There were no plans for action.

H. OLD BUSINESS:

There was no old business to discuss.

I. NEW BUSINESS:

1. The Board ratified an emergency expenditure for Spring Grove Parks and Recreation in the amount of \$20,000.00 from ARPA funds on a Dunham/Miller motion. Motion carried 3-0.
2. Authorization for Renewal of PSATS 2025 membership was approved on a Miller/Dunham motion. Motion carried 3-0.
3. Authorization for Township officials to attend PSATS Conference May 4 through May 7, 2025, in Hershey, PA was approved on a Dunham/Miller motion. Motion carried 3-0.

J. SUPERVISOR'S REPORTS:

Emily Miller reported the following:

- January 1, 2025, the Spring Grove Regional Parks & Recreation Center (SGRPRC) is now part of the "Y". The legal dissolution of the SGRPRC organization still needs to be done. This should be completed during the 2025 calendar year.
- December 17, 2024, attended the Northern York County Regional Police Commissioners Board meeting.

Brad Dunham reported the following:

- Worked on closing out year-end projects.
- December 20, 2024, responded to a structure fire on North Alpine Drive.

Jon Holmes attended the following:

- December 5, 2024, Northern York County Regional Police Department's Luncheon.
- December 9, 2024, the local Government Advisory Committee meeting and Luncheon.
- December 9, 2024, a PSATS webinar held on PA Solar Farm Update.

K. ENGINEER'S REPORT:

A written report was provided by Jeff Shue who was not in attendance due to a prior commitment. Supervisor Miller did advise that there is nothing to mention on the engineers' report about the "Y" project because no Land Development Plans have been submitted.

L. SOLICITOR'S REPORT:

Dave Jones was not in attendance due to a prior commitment.

N. MANAGER'S REPORT:

Manager Ford added in addition to her written report the following:

- Does the Jackson Township Board of Supervisors hold a seat on the York County Rail Trail Authority. Former Supervisor David Brown would like to be removed from the Board of that Authority. The Board authorized Manager Ford to contract Mr. Brown and let him know the Authority is an entity of its own.

N. ZONING OFFICER'S REPORT:

A written report was provided by Ray Dietrich who was not in attendance. There was no discussion his report.

O. ADJOURNMENT:

With no further business to transact, Chairman Holmes adjourned the meeting at 7:22 PM.

Respectfully submitted,
Linda A. Eaton
Linda A. Eaton, Secretary