

JACKSON TOWNSHIP, YORK COUNTY
BOARD OF SUPERVISORS MINUTES
JANUARY 7, 2019

A. CALL TO ORDER:

The Reorganizational Meeting of the Board of Supervisors of Jackson Township was held on January 7, 2019 in the municipal building. The meeting was called to order by Chairman Brown at 7:00 P.M. followed by the pledge to the flag. Others present were Supervisors Jonathan Holmes and Emily Miller, Township Solicitor David Jones, Manager William Conn, Zoning Officer Ray Dietrich, Treasurer Sally Bushey, Secretary Linda Eaton, Public Works Foreman Shane Shaffer and two persons in the audience.

B. REORGANIZATION:

1. Emily Miller was appointed as Temporary Chairman and Jon Holmes was appointed as Temporary Secretary by David Brown.
2. Jonathan D. Holmes was elected as Board Chairman on a Brown/Miller motion. Motion carried 2-0-1, Holmes abstained.
3. Emily A.B. Miller was elected as Vice Chairman on a Brown/Holmes motion. Motion carried 2-0-1, Miller abstained.
- 4.5.6. On a Miller/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 2019 Budget adoption process was affirmed on a Brown/Miller motion. Motion carried 3-0.
8. The amount of the Treasurer's Bond for 2019 was set at \$1,500,000.00 on a Brown/Miller motion. Motion carried 3-0.
- 9.10. On a Miller/Brown motion, carried 3-0, David Jones (Stock and Leader) was appointed as the Township Solicitor and Jeff Shue (C.S. Davidson) was appointed as the Township Engineer.
11. The Chairman of the Vacancy Board for a one year term remains VACANT.
12. On a Brown/Miller motion, carried 3-0, the Certified Public Accounting Firm of Hamilton & Musser was appointed to perform the annual audit.
13. On a Miller/Brown motion, carried 3-0, Patrick Buhl was appointed as the Township Sewage Enforcement Officer and William Deal as the alternate.
- 14.15. On a Brown/Miller motion, carried 3-0, Brad Dunham was appointed as the Township Fire Chief and Brian Bankert was appointed as the Township Emergency Management Coordinator.

16. A Supervisor was appointed to each of the following positions on a Miller/Brown motion. Motion carried 3-0:
 - 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.
 - c. Dave Brown was appointed as Representative to the Northern York County Regional Police Department Board of Commissioners.
 - d. A Representative to the Spring Grove Regional Parks & Recreation Center for the remainder of a three year term through 2019 remains VACANT.
 - e. Jon Holmes was appointed as Voting Delegate to the PSATS State Convention.
17. The Township Manager (William Conn) was appointed as the Township's Open Records Officer on a Brown/Miller motion. Motion carried 3-0.
18. Residents were appointed to the following expired terms or vacancies:
 - a. Tim Ferrence was appointed for a three year term through 2021 and Travis Thoman (Alternate) was appointed for a three year term through 2021 to the Zoning Hearing Board on a Brown/Miller motion. Motion carried 3-0.
 - b. A Planning Commission seat for a four year term through 2022 remains VACANT.
 - c. A Sewer Authority seat for a five year term through 2023 remains VACANT.
19. The following Depositories were selected for the Township's Funds on a Miller/Brown motion. Motion carried 3-0.
 - a. BB&T Bank
 - b. PA Local Government Investment Trust (PLGIT)
 - c. Fulton Bank
 - d. M&T Bank
 - e. Santander Bank
 - f. Bank of New York Mellon
20. The following Township Holidays were approved on a Brown/Miller motion. Motion carried 3-0.
 - a. New Years's Day - Tuesday, January 1.
 - b. President's Day - Monday, February 18.
 - c. Good Friday - Friday, April 19.
 - d. Memorial Day (Observed) - Monday, May 27.
 - e. Independence Day - Thursday, July 4.
 - f. Labor Day - Monday, September 2.
 - g. Veteran's Day - Monday, November 11.
 - h. Thanksgiving Day - Thursday, November 28.
 - i. Day after Thanksgiving - Friday, November 29.
 - j. Day before Christmas - Tuesday, December 24.
 - k. Christmas Day - Wednesday, December 25.

C. PRESENTATION/PUBLIC COMMENT:

There were no public comments.

D. APPROVAL OF MINUTES:

The meeting minutes of December 4 & December 14, 2018 were approved on a Miller/Brown motion. Motion carried 3-0.

E. TREASURER'S REPORT:

The December 2018 year end financial reports were accepted on a Brown/Miller motion. Motion carried 3-0.

F. APPROVAL OF BILLS:

All bills were approved for payment on a Miller/Brown 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:

There was no old business to discuss.

J. NEW BUSINESS:

1.2. Authorization to renew PSATS membership for 2019 and for Township officials to attend the PSATS Conference April 14 - 17 in Hershey, PA was approved on a Brown/Miller motion. Motion carried 3-0.

K. SUPERVISOR'S REPORT:

Dave Brown plans to attend the Windy Hill Senior Center's meeting January 8. Dave attended the Northern York County Regional Police Board of Commissioners meeting December 18, reporting the 2018 call volume for Jackson Township was down 1%.

Jon Holmes attended the Public Works meeting December 13. Jon plans to attend the Public Works meeting January 10 and the York County Tax Collection Committee/York Adams Tax Bureau meeting January 28.

L. ENGINEER'S REPORT:

A written report and sample Facility Needs Assessment Study was provided by Jeff Shue who was not in attendance due to a prior commitment. There was no discussion on his report.

M. SOLICITOR'S REPORT:

Dave reported not preparing the draft ordinance pertaining to the Fireworks and Chinese Lanterns regulations. He received notification that Pennsylvania's Fireworks Law was deemed unconstitutional. The Board authorized Dave to continue with the preparation of a draft ordinance for the Chinese Lantern regulations and wait to draft an ordinance for the Fireworks after the state has a new law written.

Dave did not receive a response from the ABRN Development Corporation pertaining to the calling of the bonds for the street and sewer improvements in the Farm Lane Estates Development. The Board has decided to take no further action until the developer contacts the township.

N. MANAGER'S REPORT:

Manager Conn highlighted and added to his written report the following:

The State Ethics Forms for 2018 were received and distributed.

Manager Conn informed the Board Jon's six year term and Emily's remainder of the six year term through 2021 are up for re-election.

Manager Conn provided the Board with the 2019 Final Budget report including end of 2018 figures. The Board was advised they need to attend a joint meeting with the Sewer Authority on Thursday, January 17, 2019 at 7:00 PM to finalize sewer authority financing.

Manager Conn and Jeff Shue will be attending the York County Stormwater Consortium Management Committee meeting on January 23 to request grant money for the potential Phase 2 stream restoration on Little Creek from Route 116 up-stream to the railroad tracks.

Jeff Shue will review with the Board at the February meeting the bid documents for the Phase 1 of the recreational improvements at the Little Creek Community Park.

Jon Holmes asked Manager Conn if a meeting was scheduled for a Proposed County Stormwater Authority meeting. Manager Conn advised the meeting is to be scheduled for Jackson Township, Paradise Township and Spring Grove Borough officials. Manager Conn will forward the date and time to the Board when he receives notification.

The Board discussed the Emergency Medical Services report they receive monthly. After a brief discussion they authorized Manager Conn to collate suggestions he receives from the Supervisors and staff and contact Northeastern EMS to request a more detailed monthly and year-to-date report.

O. EXECUTIVE SESSION:

No executive session was needed.

P. ADJOURNMENT:

With no further business to transact, the meeting was adjourned at 7:40 PM on Brown/Miller motion. Motion carried 3-0.

Respectfully submitted,

Linda A. Eaton, Secretary