

**JACKSON TOWNSHIP, YORK COUNTY  
BOARD OF SUPERVISORS MINUTES  
FEBRUARY 2, 2021**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on February 2, 2021 in the municipal building. The meeting was called to order by Chairman Holmes at 7:00 P.M. The pledge to the flag was led by Lance Gunnet of Boy Scout Troop 30. Others present were Supervisors Emily Miller and David Brown, Township Solicitor David Jones, Township Engineer Jeff Shue, Manager Florence Ford, Secretary Linda Eaton and nine persons in the audience with two participants via zoom.

**B. PRESENTATION/PUBLIC COMMENT:**

1. Brent Miles of NorthPoint Development located in Kansas City, Kansas and Brian Stahl, General Counsel for NorthPoint were both present via Zoom. NP Briarwood, LLC (NorthPoint) is proposing the development of a warehouse facility located on Commerce Drive. The developers are requesting the Jackson Township Supervisors to consider the Local Economic Revitalization Tax Assistance Act (LERTA Act) for this site. The Board has authorized Solicitor Jones to advertise a March 2, 2021 Public Hearing to consider the LERTA Act as per the request of NorthPoint on a Brown/Miller motion. Motion carried 3-0.

**C. APPROVAL OF MINUTES:**

The reorganization meeting minutes of January 4, 2021 were approved on a Brown/Miller motion. Motion carried 3-0.

**D.E. FINANCIAL REPORTS/APPROVAL OF BILLS:**

The January 2021 monthly financial reports were accepted, and all bills were approved for payment on a Miller/Brown motion. Motion carried 3-0.

**F. OPENING/AWARDING OF BIDS:**

The Board gave authorization to C.S. Davidson for advertising the bids for repairs to the Sunset Road Bridge on a Miller/Brown motion. Motion carried 3-0. The bid opening is scheduled for February 16, 2021.

**G. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION:**

Kris Raubenstine, Hanover Land Services, Incorporated and Rich Krill of Poplar Partners addressed the Board to have them consider granting a waiver on the road widening, curb, and sidewalk requirements with conditional approval for the Phase 2 Minor Final Subdivision Plan to develop the property located at the corner of Route 116 and Stoverstown Road. The following waivers were requested:

1. Modification of the curbing requirements for the property's frontage on Hanover Road and Stoverstown Road of Section 113-56A of the Township's Ordinance.
2. Modification of the sidewalk requirements along the frontage of Stoverstown Road of Section 113-56. A of the Township's Ordinance.
3. Modification of roadway width requirements for all of the abutting public roadways of Section 113-53J.3f of the Township's Ordinance.

The Board granted all waivers on a Brown/Miller motion. Motion carried 3-0. Approval of the plan was then granted contingent upon compliance of the conditions detailed in the Engineer's review letter of January 18, 2020 (sic) on a Miller/Brown motion. Motion carried 3-0.

**H. OLD BUSINESS:**

There was no old business to discuss.

**I. NEW BUSINESS:**

1. Jackie Heffner, Chief of Spring Grove EMS asked the Board to consider appointing the Spring Grove Ambulance as the sole provider for Jackson Township. Jackie informed the Board she is in the process of finalizing two locations to house ambulances outside of Spring Grove Borough. The Board appointed the Spring Grove Ambulance as the sole provider for Jackson Township on a Brown/Miller motion. Motion carried 3-0. The Board authorized Manager Ford to contact Fire Chief Dunham to change the box cards for EMS in Jackson Township.
2. The Board authorized Manger Ford and Solicitor Jones to formalize an Agreement with the property owner for the Little Creek Stream Restoration Phase 2 Construction Project on a Brown/Holmes motion. Motion carried 2-0-1, Miller abstained.
3. The Board authorized Engineer Shue to prepare the Construction documentation and bids for the Little Creek Stream Restoration Phase 2 Construction Project on a Brown/Miller motion. Motion carried 3-0.
4. a.b.c. The Windy Hill Senior Center requests the Board to consider the following: Allow the center to use the Little Creek Community Park for a Food Truck Event on Friday, April 9, 2021 with a rain date of Friday, April 16, 2021; Allow the Jackson Square Winery to be a participating vendor; Waive the Food Vendor Permit Fees. The Board authorized Windy Hill the use of the Community Park for the Food Truck Event and waived the Food Vendor Permit Fees on a Miller/Brown motion. Motion carried 3-0. Windy Hill decided to not include Jackson Square Winery as a participating vendor.
5. a.b. The Spring Grove Regional Parks & Recreation Center (SGRPRC) requests the Board to approve the following events to be held at the Little Creek Community Park: A Lucky Park Day on Wednesday, March 17, 2021 and The Easter Egg Hunt on Saturday, Marcy 27, 2021. The Board approved both events on a Brown/Miller motion. Motion carried 3-0.  
  
c.d.e.f. The SGRPRC requests the Board to approve the following for the 2021 season at the Little Creek Golf Course:  
The opening date of April 12, 2021; the clubhouse hours of operation April & May, 8AM – 5PM, June – August, 8AM – 6PM, September & October, 9AM – 4PM, during inclement weather the clubhouse will be closed; the Little Creek Golf Course Fee Schedule for 2021; the Golf Course Management Agreement with SGRPR for 2021. The Board approved the 2021 Little Creek Golf Course items on a Miller/Brown motion. Motion carried 3-0. The Board asked Manager Ford to contact Kate King, Director of the SGRPRC, to request the opening date be changed to Saturday, April 10, 2021, or if they cannot staff the clubhouse for that weekend, to revise the flier accordingly to remove “weekend” from the flier.

**J. SUPERVISOR’S REPORT:**

Emily Miller reported on the following:

The Spring Grove Borough received a grant which will be used to build a Concession Stand at the Spring Grove Community Park. The new Manager for the Borough is Kim Hackett.

Emily would like a representative from the Township to participate in the regular partners meeting of the Roth’s Church Road Collaborative Project. The location of the project is at the former Spring Grove Area Middle School, 1472 Roth’s Church Road.

**J. SUPERVISOR'S REPORT: Continued**

Emily was involved with the Boy Scout award/presentation program held in January.

Dave Brown reported on the following:

Chief Lash of the Northern York County Regional Police Department indicated the substation located at 6115 Thoman Road in Heidelberg Township is in the process of leasing a section of their building to the Spring Grove EMS. Mark Thomas of the Thomasville Airport located along Route 30 in Jackson Township also is in the process of leasing space for the Spring Grove EMS.

Dave attended the Northern York County Regional Police Commission Board meeting held January 19, 2021. Reporting the call volume year-to-date is down 13.5%; presented a non-lethal restraining tool that was demonstrated at the Commissioners meeting; and advised the department may purchase virtual training goggles for the officers.

Dave attended the Windy Hill Senior Center meeting via zoom held February 1, 2021. Reporting the new website for the center is [www.windyhillonthecampus.org](http://www.windyhillonthecampus.org); and the "Give Local York" is scheduled for May 7, 2021.

Jon Holmes attended the following meetings:

The York Adams Tax Bureau Nominating Committee meeting held January 6, 2021.

The York Adams Tax Bureau Special Executive Committee meeting held January 7, 2021.

The York County Tax Collection Committee/York Adams Tax Bureau meeting held January 25, 2021.

**K. ENGINEER'S REPORT:**

Jeff highlighted the following from his written report:

The current permitting cycle for the MS-4 annual report will need additional work required. The staff will advise the Board as required details become available during the 2021 calendar year. Jeff informed the Board that East Manchester Township is currently involved in an EPA MS-4 audit.

**L. SOLICITOR'S REPORT:**

1. The Board authorized Solicitor Jones and Manager Ford to draft a Developer's Agreement for their approval on the Bowman Road Warehouse Application and all other developments going forward on a Miller/Brown motion. Motion carried 3-0.

Dave advised Stock and Leader will be holding a Municipal 201 seminar via Zoom invite in March 2021.

**M. MANAGER'S REPORT:**

Manager Ford highlighted from her written report the following:

A joint meeting was held January 26, 2021 with Church & Dwight and Stewart Properties/NorthPoint to discuss the intersection improvements at Commerce/Bowman Roads and the staging of construction. Both parties agreed to send a weekly updated construction progress report to Manager Ford to post on the Township's website.

**M. MANAGER'S REPORT: Continued**

Manager Ford and Engineer Shue presented a request on January 27, 2021 to the Consortium Management Committee to fund the construction of the Phase 2 Little Creek Stream Restoration project in the amount of \$228,000.00. The request was approved by the York County Stormwater Consortium. Manager Ford advised the reimbursement of \$45,000.00 for the engineering and permitting of the Phase 2 Little Creek Stream Restoration will be received March 2021.

1. The Board authorized Manager Ford to create an Ordinance Committee consisting of staff and interested parties. The committee would review, and update Township Ordinances then present to the Board for their approval.
  
- 2.3. Reminders to the Board: Members planning to attend the PSATS conference April 18-21, 2021 and the voting delegate from Jackson Township need to be known by the March monthly meeting.

**N. EXECUTIVE SESSION:**

No executive session was needed.

**O. ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 8:45 PM on Miller/Brown motion. Motion carried 3-0.

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