

**JACKSON TOWNSHIP, YORK COUNTY  
BOARD OF SUPERVISORS MINUTES  
MARCH 6, 2018**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on March 6, 2018 in the municipal building. The meeting was called to order by Chairman Brown at 7:00 PM followed by the pledge to the flag. Others present were Supervisors David Smyser and Jonathan Holmes, Township Solicitor David Jones, Township Engineer Jeff Shue, Manager William Conn, Zoning Officer Ray Dietrich, Secretary Linda Eaton, Public Works Foreman Shane Shaffer and eleven persons in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

Barb Sanborn of The First Tee of Greater Baltimore presented the Board with a packet at the February meeting for them to review. Ms. Sanborn highlighted the golf program for youth and mentioned that a contribution may be given to the township to help maintain the Little Creek golf course back 9. Solicitor Jones advised Ms. Sanborn if the program she is promoting would grow, it would not change the township's intent on creating a community park on the property.

**C. APPROVAL OF MINUTES:**

The meeting minutes of February 6, 2018 were approved on a Smyser/Holmes motion. Motion carried 3-0.

**D. TREASURER'S REPORT:**

The Treasurer's monthly Financial Statements for February 2018 were accepted on a Holmes/Smyser motion. Motion carried 3-0.

**E. APPROVAL OF BILLS:**

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

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

There were no opening or awarding of bids.

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

Jason Brenneman, James R. Holley & Associates, Inc. addressed the Board to have them consider conditional approval of a Final Land Development Plan for Jackson Square Vineyards at 1099 Jackson Square Road. On a Holmes/Smyser motion, carried 3-0, the plan was conditionally approved subject to administrative matters being resolved by the staff.

**H. OLD BUSINESS:**

Manager Conn reviewed a quote received from Jerry's Carpet for replacement of carpet in the meeting room. The Board approved the purchase and installation of carpet squares from Jerry's at a cost of \$2,210 on a Holmes/Smyser motion. Motion carried 3-0.

**I. NEW BUSINESS:**

1. Manager Conn reviewed the re-zoning application received from Briarwood Golf Course (West). Briarwood would like the Board to consider re-zoning part of the property to an Industrial (I) Zone. Copies of the application were forwarded to the Jackson Township Planning Commission and the York County Planning Commission for their review and comments, which will be discussed at their March 20 meetings. The Board will not take action until comments are received from both Planning Commissions.
2. The Board scheduled the 2018 Road Tour for Wednesday, March 28 @ 2:00 PM.
3. The revised by our actuary Minimum Municipal Obligation for the Township's 2018 Police Pension Plan Contribution was approved on a Holmes/Smyser motion. Motion carried 2-0-1, Brown abstained.
4. Jon Holmes was appointed as representative to the County Local Government Committee for the County Stormwater Authority Implementation Plan on a Brown/Smyser motion. Motion carried 2-0-1, Holmes abstained.

**J. SUPERVISOR'S REPORT:**

Dave Brown reported attending the following meetings: February 14 Jackson Township staff meeting; February 16 Trolley Trail Operations Committee meeting, next meeting will be held May 18; February 20 Pumpkin Walk meeting, event is scheduled for October 27, next meeting will be held March 15; February 20 Northern York County Regional Police Board of Commissioners meeting, call volume for Jackson Township was up 8.95% for the month of January; February 22 Golf Tournament meeting, event is scheduled for April 27; February 27 a staff meeting pertaining to the design and development of phase 1 at the Little Creek Community Park; March 6 Windy Hill Senior Center meeting.

**K. ENGINEER'S REPORT:**

Jeff requested the Board approve the advertising of bids for the stream restoration project at Little Creek Community Park, Orchard Road Bridge replacement and 2018 road projects with a bid opening scheduled for March 28. The Board gave authorization to C.S. Davidson for advertising stream restoration project bids for the Little Creek Community Park on a Smyser/Holmes motion, motion carried 3-0. The Board gave authorization to C.S. Davidson for advertising Orchard Road Bridge Replacement and 2018 road project bids on a Holmes/Smyser motion, motion carried 3-0. Jeff advised JMT will be preparing Final Plans for Phase 1 and alternative sketches for the eventual Phase 2 Little Creek Community Park design for the Board to review. Jeff mentioned an increase in land development plans is expected in 2018 and will give the Board updated information on pending projects each month in his written report.

**L. SOLICITOR'S REPORT:**

Dave has prepared a draft agreement with Goodman to accept \$150,000 to be applied to the stream restoration project at the Little Creek Community Park. Dave will review the draft with Engineer Shue before presenting the document to the Board for their approval. Dave would like to meet with the Board in an Executive Session to discuss legal options to address the County's error in police fine distribution.

**M. MANAGER'S REPORT:**

Manager Conn highlighted from his written report the following:

Manager Conn needs to know who will be attending the PSATS Conference in April so he can register and pay registration fees. Dave Brown and Jon Holmes will attend with Manager Conn. Manager Conn sent a letter to the Spring Grove School District board outlining a potential stream restoration project. If the school board agrees the project may be feasible, the Jackson Township Board has authorized Manager Conn to ask Jeff to prepare a cost estimate for design & permitting. The week of March 12 the York County Stormwater Consortium consultant will begin to study the possibility of sediment reduction at the Little Creek Community Park's stream restoration project. The March 7 meeting on PennDOT's projects has been cancelled due to inclement weather forecast. The Timeline for the township's Recreation Facilities development is on the township website. Should the staff proceed with radio ads to promote the Little Creek Golf Course in 2018? With the development of the stream restoration project beginning this year the Board agreed not to advertise with radio ads in 2018.

Manager Conn advised the Board that the well at the Township Building has partially collapsed. To repair the existing well, the shaft would be re-lined with an approximate cost of \$3,500 or you would need to drill a new well. The Board authorized Manager Conn to proceed with the repair of the existing well.

**N. EXECUTIVE SESSION:**

A recess for an executive session to discuss legal options regarding the error in police fine distributions was called for at 8:00 PM on Holmes/Smyser motion. Motion carried 3-0.

**O. RECONVENE:**

Chairman Brown reconvened the meeting at 8:20 PM.

There was no further discussion or action.

**P. ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 8:21 PM on Smyser/Holmes motion. Motion carried 3-0.

Respectfully submitted,

Linda A. Eaton  
Secretary