

**JACKSON TOWNSHIP, YORK COUNTY  
BOARD OF SUPERVISORS MINUTES  
MARCH 7, 2023**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on March 7, 2023 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, David Brown, Township Solicitor David Jones, Township Engineer Jeff Shue, Manager Florence Ford, Secretary Linda Eaton and five persons in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

Brad Dunham Chief of Nashville Fire Company thanked the Board for the funding to replace the HVAC units at the fire company building located at 116 Nashville Boulevard. Brad informed the Board the cost of the project was \$43,796.68 which came in lower than the \$60,000.00 approved. Brad asked the Board for approval to use the balance of \$16,203.32 toward the paving of the fire company's big parking lot. The Board approved the \$16,203.32 from the ARPA funding on a Brown/Miller motion. Motion carried 3-0.

Brad informed the Board of the Tax Credit Refund program for first responders. He submitted a draft Resolution to Manager Ford that lists the criteria a volunteer first responder must meet to receive an exemption from their property taxes. The Manager asked the Board if this was a program they would entertain implementing. If so, staff would begin drafting the required Ordinance, Resolutions, Applications and Procedures for Board consideration. The Board concurred and staff will work on the required documents for approval at an upcoming Board Meeting.

**C. APPROVAL OF MINUTES:**

Chairman Holmes noted the following correction under L. Supervisors Report, Jon Holmes report York Adams Tax Bureau / York County Tax Collection Committee meeting should read "York County Tax Bureau and the York County Tax Collection Committee meetings".

The meeting minutes of February 7, 2023 were approved as corrected on a Miller/Brown motion. Motion carried 3-0.

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

The February 2023 monthly financial reports, and all bills were approved for payment on a Miller/Brown motion. Motion carried 3-0.

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

1. The Sprenkle Road Culvert Replacement Project bids were opened March 2, 2023. The Board awarded the contract and Notice to Proceed to DOLI Construction Corporation in the amount of \$483,194.57 on a Miller/Brown motion. Motion carried 3-0. Funds for the project will be taken from the Liquid Fuels (State) account.

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

1. John Runge of Gordon L. Brown & Associates addressed the Board to consider reapproval of a Final Land Development Plan for Applicant: Pappus House located at 66 Big Mount Road. The earlier Final Land Development Plan was approved by the Board of Supervisors on

**G. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION (Continued):**

March 1, 2022. When Pappus House went to the County to record the deed, there was a discrepancy on the property lines that needed to be corrected to record the Plan. The revised Plan before the Board tonight depicts the corrected property lines.

The Board reapproved the Final Land Development Plan on a Miller/Brown motion. Motion carried 3-0.

2. The Board is asked to reapprove the 2 Lot Reverse Subdivision Plan for Randall and Roschelle Ritz. The Board approved the Plan at their Meeting on October 4, 2022. The applicant failed to record the Plan within the 90-day time allowance for recording approved plans.

The Board reapproved the 2 Lot Reverse Subdivision for Randall and Roschelle Ritz; motion carried 3-0.

**H. OLD BUSINESS:**

There was no old business to discuss.

**I. NEW BUSINESS:**

1. The Board approved the Raimcarley, LP Agreement on a Brown/Miller motion. Motion carried 3-0.
2. The Board approved Resolution 02-23 and the Funding Commitment Letter concerning application to DCNR for Phase 1B Little Creek Park and authorized Jonathan D. Holmes to sign all documents pertaining to the grant on a Brown/Miller motion. Motion carried 3-0.
- 3.4. The Board accepted the resignation of Steve Hudgins from the Sewer Authority Board and the appointment Mark Derr to the Sewer Authority filling the term vacated by Steve Hudgins on a Miller/Brown motion. Motion carried 3-0. The Board thanked Steve for his service to the Jackson Township Sewer Authority Board. Mark Derr's term will be effective March 16, 2023 through December 31, 2025.
5. The Board discussed the following two policy considerations to help guide the staff:
  - a. Property Maintenance – The Township addresses issues on a complaint basis. The Board authorized the staff to keep closer watch on properties in the township when out of the office on other township business.
  - b. Plans coming before the Planning Commission – The members of the staff planning requested the Board to give them the authorization to determine whether plans are ready to come before the Planning Commission. The Board agreed and supports the staff in regards to the staff making recommendation to an applicant advising them of when their plans are ready to go before the Planning Commission.

**J. SUPERVISOR'S REPORTS:**

Emily Miller reported the following:

- February 21, 2023 attended the Spring Grove Ambulance meeting.

**J. SUPERVISOR'S REPORTS (Continued):**

- February 22, 2023 attended a Wellspan meeting. Chris Krichten reviewed the positions now held within Wellspan ambulance. Wellspan has taken over the Spring Grove Ambulance, effective February 1, 2023.
- February 25, 2023 participated in a Girl Scout Cookie Sale.
- February 28, 2023 attended the Spring Grove Regional Parks & Recreation Center meeting.
- March 3, 2023 learned about the CRDC program. We need to explore if this program would interfere with the trash haulers (Penn Waste) contract.

Dave Brown reported the following:

- February 17, 2023 members of the Trolley Trail Authority walked a 1.5 mile section from Gitt's Run to Iron Ridge Roads. This section of the trail is scheduled for completion in 2024. The Hanover Trolley Trail Open House is scheduled for Thursday, March 23, 2023 from 4 PM – 6 PM located at Windy Hill Senior Center 1472 Roth's Church Road.
- February 21, 2023 attended the Northern York County Regional Police Commission Board meeting.
- February 28, 2023 Windy Hill Marketing Committee meeting was canceled. Upcoming events are as follows:
  - March 25 – Gift Card Bingo to benefit the Roth's Church Community Partnership Building Fund, starting at 12:30 PM.
  - March 30 – Wellness Fair from 8:30 AM – 2:00 PM. Fred Burns Memorial 50/50 Raffle will be drawn at 2:00 PM.
  - April 14 – Food Truck Event to be held at Little Creek Community Park from 4 PM – 7 PM.
  - May 5 – Give Local York (GLY) a celebration of GLY will be held at Windy Hill.

Jon Holmes reported the following:

- February 10, 2023 attended a Science, Technology, Engineering, Math (STEM) Summit held at Hanover High School.
- The Spring Grove Area Scholarship Fund continues to meet monthly.
- March 2, 2023 attended a Local Technical Assistance Program (LTAP) webinar that covered signs and their requirements in the PENNDOT right-of-way.

**K. ENGINEER'S REPORT:**

Jeff highlighted the following from his written report:

- The second entrance into the Amazon Warehouse parking lot off Bowman Road will receive additional grading to improve the sight distance and safety of traffic. The owner is also considering restricting LH turns into this parking lot. These two actions should adequately address the concerns of the Township.
- The Amazon Warehouse owner also plans to install additional guide rails at the truck entrance on Commerce Drive.

**L. SOLICITOR'S REPORT:**

Dave advised Stock & Leader will be holding a Municipal Law 201 seminar March 29, 2023.

**M. MANAGER'S REPORT:**

Manager Ford highlighted the following from her written report:

1. March 9, 2023 Northern York County Regional Police Department will do a security assessment of the township building.
2. Reminder to let Linda know by March 17, 2023 if you plan on attending the PSATS conference April 23 – 26 in order to register you. Jon Holmes and Dave Brown will both be attending.
3. Set a workshop date to discuss building needs. The Board scheduled a workshop for March 30, 2023 at 4:00 PM.

**N. ZONING OFFICER'S REPORT:**

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

**O. POLICE REPORT:**

Chief Lash reported the following:

- There has been an uphill trend of 911 center hang-ups. Officers respond to hang-up calls using a GPS tracker.
- March 27, 2023 a Single Officer Training is scheduled to be held at the Windy Hill Senior Center building located at 1472 Roth's Church Road.

**P. EXECUTIVE SESSION:**

Chairman Holmes called for a recess at 8:14 PM for an executive session to discuss the potential of a land acquisition.

**Q. RECONVENE:**

Chairman Holmes reconvened the meeting at 8:30 PM.

There was no action taken after discussion of the potential land acquisition.

**R. ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 8:31 PM on a Brown/Miller motion. Motion carried 3-0.

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