

**JACKSON TOWNSHIP, YORK COUNTY**  
**BOARD OF SUPERVISORS MINUTES**  
**APRIL 1, 2025**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on April 1, 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, Township Solicitor David Jones, Township Manager Florence Ford, Secretary Linda Eaton and three people in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

1. Lieutenant Gregg Anderson of the Northern York County Regional Police Department reviewed his monthly police report with the Board. He advised crime in Jackson Township has been quiet. With the crime rate down the Officers have been conducting more traffic / speed enforcements. The department conducted a speeding study on Farm House Lane and Cedarlyn Drive. Lieutenant Anderson advised the study showed no speeding on those roads and he will forward a report to Manager Ford.
2. Neal Bitting of 121 Pauline Avenue addressed the Board on two issues. The first was the road conditions in the winter on Biesecker Road by Oldcastle Products. The Board advised Mr. Bitting that Biesecker Road is a state road. Manager Ford will call Oldcastle and follow up with PennDot. His second issue was the street sweeping that was done on Pauline Avenue. The Board asked Manager Ford to investigate his complaint. Manager Ford agreed with Mr. Bitting and explained the township does not have a street sweeper and must borrow another municipality's street sweeper to do the job. If the township had their own street sweeper, then a program could be implemented to have the job done more effectively. The staff will be looking into the purchase of a used street sweeper for the 2026 budget. Manager Ford will reach out to Spring Grove to see if they can assist cleaning up the intersections.

**C. APPROVAL OF MINUTES:**

The meeting minutes of March 4, 2025, were approved on a Miller/Dunham motion. Motion carried 3-0.

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

The March 2025 financial reports, and all bills were approved for payment on a Dunham/Miller motion. Motion carried 3-0.

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

Manager Ford reviewed the Road bids received at the March 27, 2025, bid opening with the Board for the following contract:

- Item A – Mobilization
- Item B – Maintenance and Protection of Traffic
- Project No. 1 – Orchard Road – Cold in Place
- Project No. 2 – Sunnyside Road – Full Depth Reclamation
- Project No. 3 – Jackson Township Wastewater Treatment Plant Driveway – Cold in Place

The low bid amount received was \$404,384.70.

**E. OPENING/AWARDING OF BIDS (continued):**

The Board awarded Items A, B, Projects 1, 2 and 3 to low bidder JVI Group, Incorporated on a Miller/Dunham motion. Motion carried 3-0. The Sewer Authority will reimburse the Township for \$60,600.00, which is the cost of Project Number Three.

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

There were no plans for action.

**G. OLD BUSINESS:**

There was no old business to discuss.

**H. NEW BUSINESS:**

1. The Board authorized Manager Ford to sign the Engagement Letter and Client Election Form retaining David Jones of Stock and Leader to Saxton & Stump Law Firm as the Township Solicitor on a Miller/Dunham motion. Motion carried 3-0.
2. The Board authorized Manager Ford to send an Acknowledgement Letter to PennDOT concerning the Spring Grove Borough's Halloween Parade scheduled for October 22, 2025, at 7:00 PM on a Dunham/Miller motion. Motion carried 3-0.
3. The Board authorized Manager Ford to apply for the DCED Multimodal Grant for the Americans with Disabilities Act (ADA) Sidewalk Project along Old Hanver Road from the Spring Grove Borough Line to the Spring Grove Middle School on a Miller/Dunham motion. Motion carried 3-0. The Township did not get awarded the Category 4 Local Share Account (LSA) Grant for the same project.

**I. SUPERVISOR'S REPORTS:**

Emily Miller attended the Northern York County Regional Police Commissioners Board meeting on March 18, 2025, and the Elected Officials Seminar on Emergency Management Saturday, March 1, 2025. Emily said the new playground at the Little Creek Community Park has been heavily used since it was installed.

Brad Dunham attended the West Central Regional Emergency Management Agency (WCREMA) meeting. The Agency only meets twice a year. Brad asked Manager Ford to provide a copy of the 2025 Budget for WCREMA.

Jon Holmes had nothing to report.

**J. ENGINEER'S REPORT:**

A written report was provided by Jeff Shue who was not in attendance due to a prior commitment. There was no discussion on his report.

**K. SOLICITOR'S REPORT:**

Dave Jones reported April 1, 2025, Stock and Leader joined Saxton & Stump Law Firm.

**L. MANAGER'S REPORT:**

Manager Ford provided a written report. In addition to Flo's written report, she added the annual American Rescue Plan Act (ARPA) funding report will be completed and closed out by April 30, 2025. Flo reported the installation of the 5–12-year-old playground at the Little Creek Community Park is completed.

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

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

Supervisor Dunham said Outhouse Storage, located at 1213 Hanover Road, is advertising they have storage units available. Brad asked if that was allowed. Solicitor Jones said no that two uses would be considered on the property. Manager Ford will have the Zoning Officer contact the property owner.

**N. EXECUTIVE SESSION:**

No executive session was needed.

**O. ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 8:13 PM on a Miller/Dunham motion. Motion carried 3-0.

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