

**JACKSON TOWNSHIP, YORK COUNTY**  
**BOARD OF SUPERVISORS MINUTES**  
**APRIL 2, 2024**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on April 2, 2024, in the municipal building. The meeting was called to order by Chairman Holmes at 7:00 PM followed by the pledge to the flag. Others present were Supervisors Emily Miller, Bradley Dunham, Township Engineer Jeff Shue, 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 (NYCRPD) reported the Groundbreaking ceremony for the new headquarters building which will be in the Manchester Commerce Center is scheduled for April 27, 2024, at 10:00 AM. The entrance to the property is across from 3800 North Susquehanna Trail, York, PA 17406.

**C. APPROVAL OF MINUTES:**

Chairman Holmes noted the following correction:

- Under G, Old Business, “May” should be added.

The meeting minutes of March 5, 2024, were approved as corrected on a Miller/Dunham motion. Motion carried 3-0.

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

The March 2024 monthly financial reports, and all bills were approved for payment on a Miller/Dunham motion. Motion carried 3-0.

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

Jeff Shue reviewed the Road bids received at the April 1, 2024, bid opening with the Board for the following contract:

- Item A – Mobilization
- Item B – Maintenance and Protection of Traffic
- Project No. 1 – Sprenkle Road – Cold in Place
- Project No. 2 – Locust Lane – Cold in Place
- Project No. 3 – Orchard Road from Kopp to Woodland

The low bid amount received was for \$519,005.00. Jeff said with the bids coming in over the 2024 budget of \$481,615.00 an option would be to hold Project Number 3 until 2025.

The Board awarded Items A, B, Projects 1, 2 and held 3 to low bidder Kinsley Construction, Incorporated on a Miller/Dunham motion. Motion carried 3-0. The contract amount awarded was \$424,925.00.

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

The Board re-approved the Final Land Development Plan for the York Airport Hanger on a Dunham/Miller motion. Motion carried 3-0. The office of the York County Recorder of Deeds denied the original plans due to one signor on the plan holding two offices within the York Airport.

**G. OLD BUSINESS:**

Mr. Ron Senft of 207 Little Creek Road contacted the Township again pertaining to the ongoing issues and concerns over the pond at the Little Creek Golf Course which is located behind his property. The Board authorized the staff to draft a letter summarizing the history of this issue. The draft will be prepared for signature of all the Board Members.

**H. NEW BUSINESS:**

1. The Board authorized Manager Ford to sign an Agreement with JMT for the Little Creek Community Park Master Plan update on a Dunham/Miller motion. Motion carried 3-0. The cost to update the plan is \$9,600.00.
2. The Board approved a Deed of Dedication for Deborah Drive and the intersection of Jennifer Lane in the Pahagaco Hills Development contingent upon receiving the signed maintenance bonds on a Dunham/Miller motion. Motion carried 3-0.
3. The Board authorized the staff to switch the Sewer Authority's Bank accounts from M&T Bank to Truist Bank on a Miller/Dunham motion. Motion carried 3-0. The Sewer Authority's Board approved the staff recommendation at their March 21, 2024, meeting.
4. The Board authorized Public Works Foreman Shane Shaffer to list the Street Sweeper to the Municibid website on a Miller/Dunham motion. Motion carried 3-0.
5. The Board approved the release of Bond No.1000978047 for Jackson Heights Development in the amount of \$129,980.00 on a Dunham/Miller motion. Motion carried 2-0-1, Holmes abstained.
6. The Board authorized Solicitor Jones to file a Zoning Hearing Appeal on the parking requirements for the YMCA project on a Dunham/Miller motion. Motion carried 3-0.
7. The Board authorized Chairman Holmes to sign the Letter of Support for the Friends of the Glatfelter Memorial Library DCED grant application on a Miller/Dunham motion. Motion carried 3-0.

**I. SUPERVISOR'S REPORTS:**

Emily Miller reported the following:

- March 19, 2024, attended the Northern York County Regional Police Department Board of Commissioners meeting.
  - The groundbreaking ceremony for the new headquarters building will be held April 27, 2024, at 10:00 AM.
  - The Commissioners are in the process of updating the departments' by-laws.
  - The April 16, 2024, meeting has been rescheduled for April 23, 2024.

**I. SUPERVISOR'S REPORTS: Continued**

Emily's report continues:

- March 26, 2024, the Spring Grove Regional Parks & Recreation (SGRPR) meeting was canceled due to not having a quorum to conduct business.
  - A good time was had at the March 23 Egg Hunt held indoors due to inclement weather. In 2025 an Adult/Teenager Egg Hunt may be part of the Easter festivities.
  - April 19 The Food Truck Event and the Earth Day Program will be held at the same time at the Little Creek Community Park.
  - The 2024 SGRPRC's summer camp program is open to receive registration forms.
  - Emily will not be able to attend the April 23, 2024, meeting at 5:30 PM due to a prior commitment.

Brad Dunham reported the following:

- The West Central Regional Emergency Management Agency (WCREMA) quarterly meeting will be held in two weeks.
- The EMS is housed in the Nashville Fire Department.
- The Volunteer Fire Tax Credit program was denied by the Spring Grove Area School District.

Jon Holmes reported the following:

- Attended the groundbreaking ceremony of the Bailey's Self Storage project at 1708 Route 116.
- Will be attending the Pennsylvania State Association of Township Supervisors (PSATS) conference held April 14 – 17, 2024, in Hershey, PA.
- April 17 will be attending a meeting pertaining to the "Y" project. The meeting will be held at the Township building.

**J. ENGINEER'S REPORT:**

Jeff Shue had nothing to add in addition to his written report.

**K. SOLICITOR'S REPORT:**

Dave Jones was not in attendance due to a prior commitment.

**L. MANAGER'S REPORT:**

Flo added in addition to her written report the following:

- The auditors Hamilton & Musser have sent their year end letter pertaining to the 2023 audit.
- The electronic sign for the Little Creek Community Park will be in operation by April 19, 2024.

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

A written report was provided by Ray Dietrich who was not in attendance. Chairman Holmes asked if all the tires have been removed from the Christine property. Manager Ford will ask Ray to follow up with the property owners.

**N. EXECUTIVE SESSION:**

No executive session was needed.

**O. ADJOURNMENT:**

With no further business to transact, Chairman Holmes adjourned the meeting at 7:58 PM.

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