

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

A. CALL TO ORDER:

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on July 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 Engineer Jeff Shue, Township Manager Florence Ford, Secretary Linda Eaton, Public Works Foreman Shane Shaffer and ten 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 the department got through the month of June with the “Street Rod Nationals” event held June 6-8, 2025, the benefits concert “Fields of Honor” in memory of Officer Andrew Duarte held June 14, 2025, and the DUI check point held June 27, 2025. Chief Lash is now President of the Pennsylvania Chiefs Police Association. The department had 3 officers graduate from the academy on June 23, 2025. The department will have 3 officers going into the academy after the July 4, 2025, holiday.

The Board asked Lieutenant Anderson if he would have officers patrol the Little Creek Community Park more closely due to an ATV driving through the park. The incident happened one afternoon between the hours of 4 & 5 PM.

C. APPROVAL OF MINUTES:

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

D. FINANCIAL REPORTS/APPROVAL OF BILLS:

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

E. OPENING/AWARDING OF BIDS:

There was no opening or awarding of bids.

F. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION:

- a. Tanner Cool of First Capital Engineering addressed the Board to consider approval of a Preliminary Land Development Plan for Applicant: Spring Grove School District/YMCA located on Roth’s Church Road. The Board gave conditional approval to the Preliminary Land Development Plan subject to following the Engineers review letter of June 9, 2025, on a Dunham/Miller motion. Motion carried 3-0.
- b. Tanner Cool of First Capital Engineering addressed the Board to consider approval of a Final Land Development Plan (Phase 1) for Applicant: Spring Grove School District/YMCA located on Rocket Drive as well as approval of the applicant’s waivers requested.

F. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION: Continued

Waiver Request:

1. Section 113.35 – Requires Plan to show Right of Way, Cartway, Existing Street within 200 feet of the property.
2. Section 113.35 – Plan/Profile Scale – Requires plans to be shown at a scale of 1"=50".
3. Section 113.53D – Arterial and Collector Frontage concerns the restriction of ingress and egress.
4. Section 113.56 – Sidewalks – Concerns sidewalks along the frontage road.
5. Section 113.58 – Streetlighting.

The Board approved all the above requested waivers on a Miller/Dunham motion. Motion carried 3-0.

The Board gave conditional approval to the Final Land Development Plan (Phase 1) subject to following the Engineers review letter of June 9, 2025, on a Miller/Dunham motion. Motion carried 3-0. The Board advised the Applicant if they need to modify the landscaping on the plan due to security reasons they should come back to the Board for approval and the Board would be willing to work with them.

- c. Kris Raubenstine of Hanover Land Services addressed the Board to consider approval of a waiver/modification to the Subdivision & Land Development Ordinance for Applicant: H&H General Excavating located at 600 & 660 Old Hanover Road. The Applicant did receive a Special Exception Zoning Approval from the Jackson Township Zoning Hearing Board to replace a mobile job trailer with a bigger trailer.

Waiver Request:

1. Section 113-38 – Requires Submission and Review Procedures for Minor Subdivisions, Certain Land Developments and Lot Line Adjustments.

The Board approved the above requested waiver on a Dunham/Miller motion. Motion carried 3-0.

G. OLD BUSINESS:

There was no old business to discuss.

H. NEW BUSINESS:

- 1.2. The Board approved an Intermunicipal Agreement with York County to create a UCC Board of Appeals and Adopted Resolution 03-2025 Revising Board Membership for the UCC Board of Appeals authorizing Chairman Holmes to sign both the Agreement and Resolution on a Dunham/Miller motion. Motion carried 3-0.
3. Resolution 04-2025 (revised from 02-2025) to apply for a Department of Community and Economic Development (DCED) Grant under the Multimodal Program for the construction of ADA sidewalks and ramps along Old Hanover Road and revising the Funding Commitment Letter to reflect the changes in the design was adopted on a Miller/Dunham motion. Motion carried 3-0.

H. NEW BUSINESS: Continued

4. Jill Rohrbaugh of Architectural Workshop, Incorporated presented the Board with a draft of the proposed municipal building renovation project. Engineer Shue has been working with the architect to provide detailed grading plans, utility coordination and salt shed design to continue finalizing the bid set. The engineer has completed reviewing the required zoning variance requirements which will be pursued through the zoning hearing board when the preliminary bid set is finalized. The construction specifications will be made part of the architect's final design to allow completion of the bidding documents.

During the renovation of the municipal building the township office will need a temporary location. The manager and engineer have both been discussing options to meet this need by relocating temporarily to either the Wastewater Treatment Plant or the Little Creek Community Park, both sites would be available. Staff reviewed the need for public ADA restrooms as well as a maintenance garage for Park personnel. Should a facility be feasible, the Township could house the office staff in that building temporarily while the Municipal Building Renovations are being done.

The Board authorized the Engineer and the Manager to hire Joseph Mula to look at the Little Creek Park Site.

I. SUPERVISOR'S REPORTS:

Emily Miller reported attending the Northern York County Regional Police Commissioners meeting June 17, 2025.

Brad Dunham had nothing to report.

Jon Holmes had nothing to report.

J. ENGINEER'S REPORT:

Jeff Shue had nothing to add to his written report.

K. SOLICITOR'S REPORT:

Dave Jones said a request was received to change the Intergovernmental Agreement with the York County Stormwater Consortium.

L. MANAGER'S REPORT:

Manager Ford reported in addition to her written report she will be looking to apply for grants to be used toward the municipal building renovation project. Flo has a July 23, 2025, meeting scheduled with the York County Economic Alliance at the township building to discuss grants that may be available for the renovation project. Flo will have a contract to present the Board for approval at the August meeting for camera installation at the Little Creek Community Park.

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.

N. EXECUTIVE SESSION:

Chairman Holmes called for a recess at 8:03 PM for an executive session to discuss a legal issue.

O. RECONVENE:

Chairman Holmes reconvened the meeting at 8:40 PM with no action taken.

P. ADJOURNMENT:

With no further business to transact, Chairman Holmes adjourned the meeting at 8:40 PM.

Respectfully submitted,

Linda A. Eaton

Linda A. Eaton, Secretary