

**JACKSON TOWNSHIP, YORK COUNTY**  
**BOARD OF SUPERVISORS MINUTES**  
**October 2, 2018**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on October 2, 2018 in the municipal building. The meeting was called to order by Vice-Chairman Holmes at 7:00 PM followed by the pledge to the flag. Others present were Supervisor Emily Miller, Township Solicitor David Jones, Township Engineer Jeff Shue, Manager William Conn, Zoning Officer Ray Dietrich, Secretary Linda Eaton, Public Works Foreman Shane Shaffer and eighteen persons in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

There were no public comments.

**C. APPROVAL OF MINUTES:**

Jon Holmes noted the following correction to the September 4, 2018 meeting minutes under M. Manager's Report the phrase "replacing these signs" should read "replacing or repairing these signs".

The meeting minutes of September 4, 2018 were approved as corrected on a Miller/Holmes motion. Motion carried 2-0.

**D. TREASURER'S REPORT:**

The Treasurer's monthly Financial Statements for September 2018 were accepted on a Miller/Holmes motion. Motion carried 2-0.

**E. APPROVAL OF BILLS:**

All bills were approved for payment on a Miller/Holmes motion. Motion carried 2-0.

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

1. Bids were opened on September 26, 2018 for the Township's Municipal Waste and Recycling Collection Contract. Penn Waste, Inc. was the only bid received and Manager Conn reviewed the bid contract prices. On a Miller/Holmes motion, Penn Waste, Inc. was awarded the Municipal Waste and Recycling Collection Contract for a term of three years beginning January 1, 2019 and ending December 31, 2021 with two one-year option years at the Township's discretion for additional years January 1, 2022 - December 31, 2022 and January 1, 2023 - December 31, 2023. The pricing is as follows:

2019 Annual basic service price with customer-supplied refuse containers is \$262.20.

2019 Low volume bag option (18 bag/year minimum) is \$8.00/bag.

2020 Annual basic service price with customer-supplied refuse containers is \$270.00.

2020 Low volume bag option (18 bag/year minimum) is \$8.40/bag.

2021 Annual basic service price with customer-supplied refuse containers is \$278.40.

2021 Low volume bag option (18 bag/year minimum) is \$8.80/bag.

Motion carried 2-0.

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

There were no plans for action.

**H. OLD BUSINESS:**

1. Attorney Jones has contacted Gemcraft's council and has not received a response from them or the bonding company pertaining to the default letters sent to call the bonds for the street and sewer improvements in the Farm Lane Estates development. The Board authorized Attorney Jones to file a writ of summons with the Court of Common Pleas to proceed with the calling of the bonds on a Miller/Holmes motion. Motion carried 2-0. Attorney McDonald, representative for the ABRN Development Corporation, informed the Board ABRN will provide a list by October 11, 2018 with expected expenses that will be incurred on the calling of the bonds, which expenses will then be reimbursed to the township as per their verbal agreement. The list will be sent to Dave Jones for his review, then forwarded to the Board of Supervisors for their review.

**I. NEW BUSINESS:**

1. The Minimum Municipal Obligation's for the Township's 2019 Pension Plan Contributions were approved on a Miller/Holmes motion. Motion carried 2-0.
2. The Board granted approval for the closure of a small portion of Quartz Ridge Drive which is a township road within the Jackson Heights Development on October 27, 2018 from 4PM until 10PM for a Community Halloween Block Party on a Miller/Holmes motion. Motion carried 2-0.
3. The Board received a written request from Attorney Stacey MacNeal representative for the Norris Family to extend the November 7 Public Hearing Date to February 5 for the rezoning of part of the Norris Farm on Route 116 from RC to R-2. The Board will consider another Public Hearing Date at another time on a Miller/Holmes motion. Motion carried 2-0.
4. Resolution 05-18 Adopting a Revised Act 537 Official Sewage Facilities Plan Special Study of South Lake Road was adopted on a Miller/Holmes motion. Motion carried 2-0.
5. Resolution 06-18 Opposing Collection of Earned Income Tax by a Commonwealth Agency was adopted on a Miller/Holmes motion. Motion carried 2-0.
6. Resolution 07-18 adding James and Rebecca Cornwell's 2 properties at 3301 East Berlin Road to the Jackson Township Agricultural Security Area was approved on a Miller/Holmes motion. Motion carried 2-0.
7. Kate King of Spring Grove Regional Parks & Recreation Center (SGRPRC) presented the center's 2019 proposed budget to the Board. Manager Conn reviewed the calculations for Jackson Township's portion of the contributions indicating the increase percentage is in violation of the Intergovernmental Agreement. He also noted there is no indication of projected starting and ending fund balances. The Board requested Kate to have the SGRPRC board review these issues. The Board will table action on the SGRPRC budget until the November meeting.

**J. SUPERVISOR'S REPORT:**

Emily Miller attended the Spring Grove Regional Parks & Recreation Center (SGRPRC) meeting September 25. Emily reported the center prepared their 2019 proposed budget.

Jon Holmes attended the York-Adams Tax Bureau (YATB) executive committee meeting September 12 to finalize the 2019 Budget. The quarterly meeting of the YATB is scheduled for October 29. Jon did not attend the York County Planning Commission stormwater authority meeting September 20. The October meeting is scheduled for October 18. Jon attended a Public Works Symposium September 20.

**K. ENGINEER'S REPORT:**

Jeff Shue highlighted from his written report the following:

The Little Creek Stream Restoration project is close to completion.

The MS4 annual report due September 30 was submitted to the Pennsylvania Department of Environmental Protection (PA DEP). Jeff advised the Board the next round of MS4 audits are scheduled to begin in 2019.

The Act 537 South Lake Road Special Study update has been accepted to monitor and manage as per the meeting held with PA DEP on September 20. A revised resolution is the only item needed to finalize the approval.

Jeff met with the developer and Homeowners Association representative of the Jackson Heights development to discuss the ground water issues at 259 North Alpine Drive. Jeff recommends the Board allow the developer to pipe ground water from 2 foundation drains into the municipality's storm sewer system. The Board authorized Jeff and Solicitor Jones to prepare a draft agreement to allow the Jackson Heights development to pipe into the municipality's storm sewer system on a Miller/Holmes motion. Motion carried 2-0.

**L. SOLICITOR'S REPORT:**

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 distributions.

**M. MANAGER'S REPORT:**

Manager Conn highlighted from his written report:

State Representative Seth Grove requested suggestions for state road improvements within Jackson Township. The Board authorized the staff to prepare a prioritized list and send to Representative Grove on a Miller/Holmes motion. Motion carried 2-0.

Manager Conn noted considerable time during September was devoted to preparing for the need to finance the sewer plant and pump station upgrades. A copy of the plan was included in your packets. A joint meeting with the Sewer Authority will be held November 6, 2018 for the Township to approve the financial arrangements.

Manager Conn asked if the Back 9 of the Golf Course will remain open for play in 2019 and beyond to know how to prepare the draft for the 2019 proposed budget. The Board agreed to keep the Back 9 open for play until a more detailed plan for its eventual use is approved.

Shane asked the Board to consider equipment needs and storage concerns of equipment for the 2019 proposed budget. The Board authorized Shane to make a 5-year plan for their review.

**N. EXECUTIVE SESSION:**

A recess for an executive session to discuss legal options regarding the County's error in police fine distribution was called for at 8:10 PM.

**O. RECONVENE:**

Vice-Chairman Holmes 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 Miller/Holmes motion. Motion carried 2-0.

Respectfully submitted,

Linda A. Eaton  
Secretary