

**JACKSON TOWNSHIP, YORK COUNTY  
BOARD OF SUPERVISORS MINUTES  
OCTOBER 4, 2022**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on October 4, 2022 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 twenty-three persons in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

1. Kate King of the Spring Grove Regional Parks & Recreation Center (SGRPRC) reviewed the center's 2023 proposed budget with the Board. The contribution rate increase for 2023 is \$.33 (\$6.75 for 2022 to \$7.08 for 2023) which is within the guidelines of the Intergovernmental Agreement. Kate thanked the Board for the support they received in 2022 and asked for their continued support in 2023.
2. Jenna Lawrence of the Windy Hill Senior Center reviewed the center's budget and presented the Board with the Center's October newsletter and a sheet of 2021-22 program statistics. Jenna extended the center's appreciation for the support they received from the Board in 2022 and asked for their continued support in 2023.
3. Alyssa Barshinger of the Glatfelter Memorial Library thanked the Board for their support in 2022. The Board was presented with flyers of statistics and services the library provides. Alyssa informed the Board the Glatfelter Memorial Library did receive a Keystone matching grant of \$160,000. The grant will be used to repair the roof, update the building to be ADA compliant and repair the HVAC system. A request to the Board was to consider additional support in the 2023 budget for the Glatfelter Memorial Library.
4. Tennyson Dobbins, 205 North Grant Road asked the Board what the progress is on his request for a noise ordinance. The Board informed Mr. Dobbins after review of the research done by the staff a noise ordinance is not justified at this time. Solicitor Jones advised Mr. Dobbins his concerns are with his neighbors which is a civil matter and the Township does not get involved with these disputes. Mr. Dobbins would need to contact legal counsel to get advice on how to handle the civil matter.

**C. APPROVAL OF MINUTES:**

The meeting minutes of September 6, 2022 were approved on a Brown/Miller motion. Motion carried 3-0.

**D. FINANCIAL REPORTS:**

The September 2022 monthly financial reports were accepted on a Brown/Miller motion. Motion carried 3-0.

**E. APPROVAL OF BILLS:**

All bills were approved for payment on a Miller/Brown motion. Motion carried 3-0.

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

1. The Moul Road Bridge Replacement Project bids were opened September 28, 2022. The Board awarded the low bidder on a Brown/Miller motion. Motion carried 3-0. Funds for the project will be taken from ARPA.
  - Moul Road Bridge Replacement low bid amount \$413,666.55 awarded to LOBAR.

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

1. 1 Lot Final Subdivision – Applicant: Randall and Rochelle Ritz located at 1551 KBS Road.

The Final Subdivision Plan of Randall and Rochelle Ritz was approved on a Miller/Brown motion. Motion carried 3-0.

2. Kris Raubenstine, Hanover Land Services, Incorporated addressed the Board to consider approval of a Final Land Development plan for Applicant: Poplar Partners, Rich Krill located at 890 Hanover Road as well as approval of the applicant's waivers requested.
  - The following waivers were requested:
    - Section 113-61.E Parking Area Landscaping
    - Section 113-53.B.(2) Local Street Paving Width
    - Section 113-61.A Landscaping Along Roads and Access Drives
    - Section 113-62.A Curbing Requirements for State and Local Roadways

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

The Board gave conditional approval to the Final Land Development Plan pending all outstanding issues are in compliance with the Engineers review letter of August 1, 2022 on a Brown/Miller motion. Motion carried 3-0.

3. Joe Burget, Burget & Associates addressed the Board to consider approval of a 7 Lot Final Subdivision plan for Applicant: Michael A. and Janice E. Kern located at 1973 Hillcrest Road as well as approval of the applicant's waivers requested.
  - The following waivers were requested:
    - Section 113-39.A Plan Scale Waiver – The Board approved this requested waiver on a Miller/Brown motion. Motion carried 3-0.
    - Section 113-29.A Preliminary Plan Submission – No action was taken.
    - Section 113-39.A.E.2 Road Widening – The Board denied this requested waiver on a Brown/Miller motion. Motion carried 3-0.

The Board held a lengthy discussion on the road widening of Hillcrest. A recommendation to the Applicants was to widen Hillcrest Road to 24 feet with a 6 foot stabilized shoulder and add an additional 5 foot to the Right-of-Way on Kopp Road. With the Applicants concurring the changes will be made to the Preliminary Plan and resubmitted to the Board for approval.

**H. OLD BUSINESS:**

There was no old business to discuss.

**I. NEW BUSINESS:**

1. Resolution 03-22 requires the Tax Collector to waive additional charges for Real Estate Taxes in Accordance with Act 57 of July 11, 2022 was adopted on a Miller/Brown motion. Motion carried 3-0.
2. Resolution 04-22 Pennsylvania Department of Conservation and Natural Resources Grant for playground improvements at Little Creek Community Park was adopted on a Miller/Brown motion. Motion carried 3-0.
3. The Board authorized Manager Ford to sign the Minimum Municipal Obligation's for the Uniformed and Non-Uniformed 2023 Pension Plan Contributions on a Miller/Brown motion. Motion carried 2-0-1, Brown abstained.
4. The Board authorized Manager Ford to sign the 2023 SPCA of York County Contract renewal for Animal Care and Housing in the amount of \$3,859.41 on a Miller/Brown motion. Motion carried 3-0. Beginning in 2024 the contract price will increase approximately \$2,370. The total contract amount will not exceed \$6,229.00.
5. The West Central York County Regional Emergency Management Agency (WCREMA) Intergovernmental Agreement was approved on a Brown/Miller motion. Motion carried 3-0. The only change to the agreement was Paradise Township was removed and Heidelberg Township was added as a member to the Agency.
6. The Board approved Leaf Pickup beginning November 7, 2022 through December 5, 2022 and authorized Manager Ford to make changes if needed due to weather conditions.
7. The Board granted approval for the road closure between 185 – 188 Quartz Ridge Drive which is a township road within the Jackson Heights Development on October 31, 2022 from 4:30 PM until 9:00 PM for the 9<sup>th</sup> Annual Jackson Heights Halloween Block Party on a Brown/Miller motion. Motion carried 3-0.
8. The Board set a 2023 Budget Workshop meeting to be held on Wednesday, November 16, 2022 at 5:00 PM and the 2023 Budget Adoption meeting to be held on Monday, December 19, 2022 at 3:30 PM. Both meetings to be held at the Township Municipal Building.

**J. SUPERVISOR'S REPORTS:**

Emily Miller reported the following:

- September 13, 2022 toured the Amazon warehouse.
- September 13, 2022 attended the Spring Grove Ambulance Board meeting.
- September 27, 2022 attended the Spring Grove Regional Parks & Recreation Center's meeting.
- October 3, 2022 attended the West Central Regional Emergency Management Agency (WCREMA) meeting. The WCREMA Board requested all members contribute \$1,000.00 toward the agency's account during fiscal year 2023.

Dave Brown reported the following:

- September 8, 2022 attended the Little Creek Community Park Pumpkin Walk meeting.
- September 13, 2022 toured the Amazon warehouse.
- September 20, 2022 attended the Northern York County Regional Police Board of Commissioners meeting.

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

Dave Brown's report continued:

- September 21, 2022 attended the Pappas House groundbreaking ceremony.
- September 22, 2022 attended the Northern York County Regional Police Departments 50<sup>th</sup> anniversary banquet.
- September 25, 2022 attended the Glatfelter Library 30<sup>th</sup> anniversary celebration.
- September 27, 2022 attended the Windy Hill Marketing Committee meeting.

Jon Holmes reported the following:

- September 9, 2022 attended a meeting at Bailey's. State Senate Representative Kristin Phillips-Hill was in attendance.
- September 13, 2022 toured the Amazon warehouse.
- September 14, 2022 attended the York-Adams Tax Bureau Executive Committee meeting to finalize the 2023 Budget.
- September 21, 2022 attended the Pappas House groundbreaking ceremony.
- September 27, 2022 attended the Central Pennsylvania Public Works Symposium held in Cumberland County.
- October 31, 2022 asked Manager Ford to attend the quarterly meeting of the York-Adams Tax Bureau meeting.

**K. ENGINEER'S REPORT:**

Jeff highlighted the following from his written report:

- Rezoned Briarwood property development.  
Paving of the relocated Commerce Drive was done against C.S. Davidson's opinion. Northpoint has offered to extend a warrantee on the road to the township. Jeff would like an agreement drafted that Northpoint would need to follow if failure to the roadway occurs due to the expected increase in volume of traffic.
- Oak Manor Final Subdivision Plan.  
Developer is working with PennDOT to resolve permitting issues.

**L. SOLICITOR'S REPORT:**

Dave reported the following:

- Spoke with the Zoning Hearing Board Solicitor pertaining to an upcoming hearing in October for a Variance to keep Livestock in a Residential zone. The Livestock would be 2 goats used for emotional therapy.

**M. MANAGER'S REPORT:**

Manager Ford reported the following in addition to her written report:

- MS4 report was filed September 30, 2022.
- Inspection on Phase 2 of the Little Creek Stream restorations was completed. A few trees will need to be replaced.
- A Wellness Grant through Benecon was received.

**M. MANAGER'S REPORT: Continued**

Manager Ford's report continued:

- Sides for the pavilion at the Little Creek Community Park will be discussed at the November meeting.

**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. EXECUTIVE SESSION:**

A recess for an executive session to discuss a personnel issue was called for at 8:55 PM.

**P. RECONVENE:**

Chairman Holmes reconvened the meeting at 9:30 PM.

**Q. ADJOURNMENT:**

With no further business to transact, Chairman Holmes adjourned the meeting at 9:30 PM.

Respectfully submitted,

*Linda A. Eaton*

Linda A. Eaton, Secretary