

**JACKSON TOWNSHIP, YORK COUNTY
BOARD OF SUPERVISORS MINUTES
DECEMBER 3, 2024**

A. CALL TO ORDER:

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on December 3, 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 Solicitor David Jones, Township Engineer Jeff Shue, Township Manager Florence Ford, Secretary Linda Eaton and three people in the audience.

B. PRESENTATION/PUBLIC COMMENT:

1. Manager Ford advised the Board the Northern York County Regional Police Department's Christmas Luncheon for the Municipalities will be held December 4, 2024, at the substation in Heidelberg Township and on December 5, 2024, at the main headquarters in Dover Township. Both luncheons are from 11:30 AM to 1:00 PM. Lieutenant Gregg Anderson reported he came from a vehicle accident that happened at the intersection of Colonial Valley and York Road in North Codorus Township. Lieutenant Anderson said the call volume has been down but with the upcoming holidays he is sure it will change.

C. APPROVAL OF MINUTES:

The meeting minutes of October 31, 2024, Special Budget Workshop and November 5, 2024, regularly scheduled Board of Supervisors were approved on a Miller/Dunham motion. Motion carried 3-0.

D. FINANCIAL REPORTS/APPROVAL OF BILLS:

The November 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:

There was no opening or awarding of bids.

F. SUBDIVISION/LAND DEVELOPMENT PLANS FOR ACTION:

1. Donnie Fleming of Hanover Land Services addressed the Board to consider approval of a Minor Final Subdivision Plan for Applicant: James D. and Jamie E. Williams located at 185 Packing House Road. The Board approved the Minor Final Subdivision Plan on a Dunham/Miller motion. Motion carried 3-0.

G. OLD BUSINESS:

There was no old business to discuss.

H. NEW BUSINESS:

1. Resolution 10-24 approving the 2025 Township Budget and Resolution 11-24 setting the Tax Rate at 1.8 Mills was adopted on a Dunham/Miller motion. Motion carried 3-0.
2. Resolution 12-24 setting the pay rate for member meeting attendance of the Planning Commission and Zoning Hearing Board was adopted on a Miller/Dunham motion. Motion carried 3-0. Brad Dunham, member of the Planning Commission, is not eligible to receive this compensation due to being an elected official (Supervisor). Members of the Planning Commission and Zoning Hearing Board, including alternates of the Zoning Hearing Board will receive \$25.00 per month for their services rendered during 2025. They will receive pay in June 2025 and December 2025. The Board has authorized Manager Ford to issue a \$300.00 gift card to all members of the Sewer Authority Board at the end of 2025 for their services rendered.
3. Resolution 13-24 the County Hazard Mitigation Plan was adopted on a Miller/Dunham motion. Motion carried 3-0.
4. Resolution 14-24 the Dissolution of the Spring Grove Regional Parks and Recreation was adopted on a Dunham/Miller motion. Motion carried 3-0.
5. The Board authorized Brad Dunham, Township Fire Chief to sign off on any requested changes to Fire Responses and EMS Responses on behalf of the Township on a Miller/Holmes motion. Motion carried 2-0-1, Dunham abstained.
6. The Penn Waste quarterly residential trash contract increase for 2025 is \$3.72 plus an additional \$.81 per quarter for disposal rates at the York County Resource Recovery Facility which was approved on a Miller/Dunham motion. Motion carried 3-0. The new quarterly rate will be \$81.33 per household effective January 1, 2025.
7. The Board authorized Manager Ford to sign an Agreement with Cloud Permit to enable online Permitting for Building, Zoning and Code Enforcement, and Planning Applications on a Dunham/Miller motion. Motion carried 3-0. The total cost for set up and subscription fees for 2025 is \$10,880.00 which will be paid from ARPA funds. The Agreement is a three-year contract.
8. The Board authorized the staff to conduct the necessary traffic study to establish a “No Parking Zone” on both sides of Cedarlyn Drive from Pine Hollow Road to Route 116, Hanover Road, Maywood Road, Short Road, Pine Road and other township roads that may need signage posted on a Miller/Dunham motion. Motion carried 3-0.

I. SUPERVISOR’S REPORTS:

Emily Miller reported the following:

- November 19, 2024, attended the Northern York County Regional Police Board of Commissioners meeting.
- November 21, 2024, attended a “Special Meeting” held with Spring Grove Regional Parks & Recreation and the “Y”.
 - October 31, 2024, the “Y” took ownership of the building located at 1472 Roth’s Church Road.
 - January 1, 2025, the Spring Grove Regional Parks & Recreation Center (SGRPRC) will be under the “Y”.
 - The soonest the “Y” will receive permits to begin renovations will be 60 days providing all plans are perfect when submitted to the Township.

I. SUPERVISOR’S REPORTS: Continued

Emily’s report continues:

- December 12, 2024, the SGRPRC will hold a Meet & Greet Santa, Mrs. Claus and the Grinch from 5PM – 7PM then hold a Holiday Social and Final Farewell to SGRPRC from 7PM – 8PM. Both events will be held at the Little Creek Community Park Pavilion.
- December 6, 2024, the SGRPRC will hold a Gingerbread Hunt.
- December 1 – 13, 2024, the SGRPRC will hold a Candy Cane Sale.
- November 30, 2024, attended the Bailey Self Storage Grand Opening located at 1885 Route 116.

Brad Dunham reported the following:

- The York County-wide burn ban has expired and was lifted a few days before it expired.
- Spoke with Manager Ford to arrange snow removal by the Public Works Crew at the Fire Department. Same as previous years.
- December 15, 2024, will be the Santa Tour beginning at 3PM.
- January 1, 2026, the Federal Fire Commission will be implementing a new Reporting Changes System. The Set-Up cost for this system will be \$13,000.00 and \$10,000.00 every year thereafter.

Jon Holmes attended the following:

- November 12, 2024, the Local Government Advisory Committee meeting.
- November 21, 2024, “Special Meeting” held with SGRPRC and the “Y”.

J. ENGINEER’S REPORT:

Jeff highlighted from his written report the following:

- The staff met with the developer of a Dollar General to be located between Outdoor Shed sales and the House of Brew retail center and PennDOT on November 26, 2024. Following that meeting the staff met with the property owners of Outdoor Shed and House of Brew. Both adjacent owners are supportive of widening the road to make it three lanes to better improve traffic flow on Route 116.

K. SOLICITOR’S REPORT:

Dave reported drafting a Developers Agreement for Harry Goldman of Beaumont Springs. Dave reviewed the Cloud Permit Agreement before presenting it to the Board.

L. MANAGER’S REPORT:

Manager Ford reported the Jackson Township Sewer Authority was awarded the LSA Grant for the Wastewater Treatment Plant Screening Project.

M. ZONING OFFICER’S REPORT:

A written report was provided by Ray Dietrich who was not in attendance.

N. EXECUTIVE SESSION:

Chairman Holmes called for a recess at 8:05 PM for an executive session to discuss a personnel matter.

O. RECONVENE:

Chairman Holmes reconvened the meeting at 8:30 PM with no action taken.

P. ADJOURNMENT:

With no further business to transact, Chairman Holmes adjourned the meeting at 8:30 PM.

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