

YORK TOWNSHIP
BOARD OF COMMISSIONERS
190 Oak Road, Dallastown PA 17313
Tuesday, January 10, 2017
6:00 p.m.

Comm. Steele called the meeting to order at 6:01 pm with the following in attendance:

Comm. Steele	Gary Milbrand	Scott DePoe
Comm. Granholm	Lisa Frye	Steve Hovis
Comm. Jones	Carly Mercadante	Mike Hiras
Comm. Kessler		
Comm. Knepper		

Other Township Employees or Board Members: Adam Wolf, Public Works;
Kathleen Dellinger and Jeff Grove, EMA; Ed Dick, Water & Sewer Authority and
Laura Kirk EMA & Recreation Board

Others: Sgt. Good, YARP and Greg Gruendler, Jacobus Mayor

Comm. Steele announced that the board held executive sessions on December 13, 2016 to talk about personnel issues.

Minutes – December 13, 2016

On motion of Comm. Granholm, seconded by Comm. Jones, the minutes of December 13, 2016 were approved as presented. Vote 5 yes.

Payment of Bills

On motion of Comm. Knepper, seconded by Comm. Granholm, the following bills for December 2016 were approved for payment:

General Fund	\$ 390,675.89
Sewer Revenue Fund	\$ 501,061.72
Inter-Municipal Sewer Fund	\$ 14,320.79
General Capital Reserve Fund	\$ 19,248.79
Sewer Capital Reserve Fund	\$ 89,954.96
Street Light Fund	\$ 215.79
EMA Fund 13	\$ 284.55

Total	\$1,015,762.49
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Vote 5 yes.

On motion of Comm. Knepper, seconded by Comm. Granholm, the non-reimbursable portion of bills for December 2016 in the amount of \$13,082.44 were approved for payment. Vote 5 yes.

Commissioner Agenda

Appointment of Township Secretary

On motion of Comm. Granholm, seconded by Comm. Kessler, Gary Milbrand was appointed the Township Secretary. Vote 5 yes.

Appointment of Assistant Secretary

On motion of Comm. Knepper, seconded by Comm. Granholm, Resolution 2017-1 was approved appointing Lisa Frye as Assistant Secretary. Vote 5 yes.

Comm. Granholm – Reported that he will be attending the January YARP meeting this Thursday. He was unable to attend the employee luncheon in December.

We got the final numbers and in 2016 there were 18 overdoses due to opioid addictions in the YARP service area. Of the 18 overdoses, 6 were in York Township. Also, from the 18 overdoses 4 people died. This is a disturbing trend and he encourages everyone to talk to their state and federal officials.

A concern about the increase in traffic due to all the new businesses in the area and its effects on our intersections. He sees people running red lights. He noted that we did a study and are looking to change the timing at one of the intersections and questioned whether we should study all the intersections. He will also be working with the police to ensure proper enforcement.

Mr. DePoe reported we have \$10,000 in this year's budget and that would allow the Township to study 1 or maybe 2 intersections.

The board agreed that Mr. DePoe should proceed with additional studies and if additional funding is required come back to the Board for approval.

Comm. Knepper –Reported that he was at the Township building last week when a loud bang that sounded like a gun shot was heard. Many staff came out of their offices to ascertain the problem. It was a tire on a push cart that exploded and sounded like a gun. Had this been an active shooter incident everybody would be dead. The police were not called.

Mr. Milbrand reported the he met with Chief Damon the following day and active shooter training will be a future topic of training for all staff.

Comm. Knepper further reported that he attended the staff holiday luncheon and talked to many of the staff. He also talked to Brad Hengst to get a better understanding about the SEO functions.

Comm. Kessler – Reported that he attended the holiday party for the employees and appreciates our employees.

Comm. Jones – Reported that he attended the holiday party for the employees and appreciates our staff. Several years ago he attended an active shooter workshop and looks forward to attending the Township training. On February 4th he will be attending the safe sanctuary program.

He attended the installation of officers on January 9th at Station 19 Goodwill. He installed the Administration officers and Lieutenant Zech installed the Fire Company officers.

From the December 15, 2016 EMA meeting, Comm. Jones reported:

That FCC Licensed Amature Radio Operators responding to an emergency scene would use Amateur Radio Frequencies to communicate.

Kathleen has been invited to sit on the Board of Directors of Keystone Emergency Management Association (KEMA). She participated in her first teleconference as a Director. Also, she participated in a Wellspan Emergency Exercise on Sunday, December 11, 2016.

Jack and Anne participated as RACES Operators at PEMA's Statewide Winter Weather Exercise on Wednesday, December 14, 2016.

At the next Fire Chiefs meeting, he will report that a resident living at the Crest Condos is looking for information in the event of an emergency in the Condos. He will contact Chief 19 and ask him to put a program together along with EMA to address emergency situations at the Crest.

Red Lion Borough EMA Coordinator, Scott Kump, is looking for an EMC to take his position in Red Lion. Anyone interested in the position or know of someone interested, please contact Scott directly. Scott also advised Kathleen that he resigned from York Township EMA effective December 15th. Scott was thanked for his service.

Comm. Steele – He attended the staff luncheon in December. He thanked the staff for their efforts and support from mid-November to the end of the year. He received a phone call from the Markey's (a developer) and asked Lisa to provide additional information. He received information from staff related to Villas on the Lake and was able to address a resident's concern.

Back on October 11, a resident came in front of this Board and asked for some relief from the Board related to his on-lot sewage system. The Board directed the resident to apply for a permit within two weeks. Commissioner Steele requested

staff to confirm if a permit was pulled within the two weeks and if the work is completed and advise the Board.

Township Manager's Agenda – Gary Milbrand

Monthly report is included in the minute book.

Mr. Milbrand reported from page 2 of his report that York Township was asked if they are committed to design, permit and construct any BMP's as part of our participation in the next MS4 permit period(2018-2023). The YCCBPRP consortium must identify projects that will be built that will meet the state mandated pollution reductions. Staff will review our projects as identified on the attached table and provide a recommendation to the Board for a decision in February.

Appointment to York Adams Tax Bureau

On motion of Comm. Kessler, seconded by Comm. Jones, Fred Krause was appointed representative and Gary Milbrand was appointed alternate to the York Adams Tax Bureau 2017. Vote 5 yes.

Resolution 2017-2 Pension plan Chief Administrative Officer

On motion of Comm. Jones, seconded by Comm. Granholm, Resolution 2017-2 appointing Gary Milbrand as Chief Administrative Officer of the non-uniform employee pension plan was approved.
Vote 5 yes.

Appointment of Adam Anderson as Sewage Enforcement Officer(SEO) for York Township and Bradley Hengst as Alternate SEO.

I would like to point out there is a memo with a revised contract and fee resolution on the Board table this evening for your consideration. The difference from what was previously provided to you in your packet is reduced fees for several items as identified in my memo.

SDC fees are in the range of twice Brad Hengst's fee. Brad works out of his home and had no employees and as such has significantly lower overhead and insurance costs. After getting SDC's initial fee schedule, talking to two of the Board members and contacting five other municipalities, I contacted Adam Anderson and expressed some concern over the fee schedule and specifically three items. After some discussion, Adam felt that he could rely more heavily on his technicians to perform some of the work. The revised fee schedule and resolution presented here this evening are a result of those discussions.

I also got Brad to agree to be alternate SEO until his license expires this summer. This will allow for a smooth transition.

On motion of Comm. Granholm, seconded by Comm. Knepper, Adam Anderson of Site Design Concepts was appointed Township SEO and Bradley Hengst was appointed alternate SEO. Vote 5 yes.

Resolution 2017-3 Sewage Enforcement Fees and Site Design Concepts, LLC Contract

On motion of Comm. Kessler, seconded by Comm. Granholm, Resolution 2017-3 establishing the legal fees for the Sewage Enforcement Officer(SEO) and the contract with Site Design Concepts was approved. Vote 5 yes.

Comm. Granholm noted that the new fees are sizeable but the people need to know that Brad Hengst was an excellent SEO, but worked out of his house. We have hired a professional firm and they have higher fees.

Comm. Knepper noted he spent an hour on the phone with Brad. The Township got a bargain with Brad.

Comm. Jones asked if the fees are in line with other municipalities.

Mr. Milbrand responded with two of the five he contacted.

**Resolution 2017-4 Bank Certificate of Deposit resolution
Resolution 2017-5 Bank Cash Management resolution
Resolution 2017-4 Bank Demand Deposit Accounts(checking) resolution**

On motion of Comm. Granholm, seconded by Comm. Jones, the Board approved the following Bank Resolutions: Resolution 2017-4 Bank Certificate of Deposit, Resolution 2017-5 Bank Cash Management and Resolution 2017-4 Bank Demand Deposit Accounts(checking). Vote 5 yes.

Appointment to York Adams Tax Bureau and York County Tax Collection

On motion of Comm. Kessler, seconded by Comm. Jones, Fred Krause was appointed representative and Gary Milbrand was appointed alternate to the York Adams Tax Bureau and York County Tax Collection for 2017. Vote 5 yes.

Recreation – Carly Mercadante

Monthly report is included in the minute book.

Public Works – Scott DePoe

Monthly report is included in the minute book.

Mr. DePoe highlighted that Township staff did fix the wing wall at the bottom of Oak Street and Public Works has been responding to winter maintenance events.

Mr. DePoe reported that he had JMT do a traffic study at the intersection of Queen St., St. Charles Way & Pauline Dr. and would like to change the timing and operation of the signal light. PennDOT requires a resolution to be submitted with our application.

Resolution 2017-7 PennDOT Traffic Signal Approval (Queen St., St. Charles Way & Pauline Dr.)

On motion of Comm. Granholm, seconded by Comm. Kessler, Resolution 2017-7 authorizing the execution of a HOP for Traffic Signal for Queen St., St. Charles Way & Pauline Dr. was approved. Vote 5 yes.

Engineer and Zoning Officer – Neil Beach and Lisa Frye

P2016-10-1 334 Hospitality LLC Reverse Subdivision Plan

Plan presented by Josh C. George of Snyder, Scary & Associates.

On motion of Comm. Kessler, seconded by Comm. Jones, the reverse subdivision plan P2016-10-1 for 334 Hospitality LLC was approved with the following conditions or modifications:

1. All comments on the letter from Neil Beach, dated January 4, 2017, shall be met.
2. The plan cannot be recorded until all parcels are under a common ownership.
3. The York Township Engineering Department shall receive an electronic file prior to recording.
4. Provide a letter of consistency and/or approval by Springettsbury Township.
5. A check in an amount to be determined by the Assessment Office and the Recorder of Deeds Office shall be received by the York Township Engineering Department prior to recording.

6. Waivers granted for the following:
 - a. Section 308.B.3.c.3(a) – Clear Sight Triangles and Safe Stopping Distances
 - b. Section 507 – Sidewalks
7. All invoices to be paid prior to recording.

Vote 5 yes.

Fountainhead Development

Mrs. Frye reported she received a letter from the Markey's that indicated their intentions to complete the outstanding items in the Fountainhead development and questioned whether she should continue to file weekly citations.

Comm. Steele indicated that he requested the developer show a contract that has an end date identified with a completion date.

Comm. Kessler reported that he talked to Mrs. Markey and asked her to provide a letter signed by a contractor.

Mrs. Frye was directed to continue to file weekly citations.

Solicitor – Steve Hovis

No action items this evening.

Solicitor Hovis advised the Board that in the land use appeal case of York Township vs John Bowders, Judge Snyder disposed of the 10 items and upheld the Board's decision.

Public Comments

None

Award Presentation

Mr. Milbrand presented Commissioner Kessler his 20 year pin and thanked him for his years of service to the Township.

Executive Session

The board was in executive session to discuss personnel issues.

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Adjourn

The meeting was adjourned at 7:54 pm.

Secretary