

**JACKSON TOWNSHIP, YORK COUNTY  
BOARD OF SUPERVISORS MINUTES  
DECEMBER 6, 2022**

**A. CALL TO ORDER:**

The regular monthly meeting of the Board of Supervisors of Jackson Township was held on December 6, 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 seven persons in the audience.

**B. PRESENTATION/PUBLIC COMMENT:**

There were no public comments.

**C. APPROVAL OF MINUTES:**

The meeting minutes of November 1, 2022 Board of Supervisors Meeting and November 16, 2022 Board of Supervisors Special Budget Workshop Meeting were approved on a Brown/Miller motion. Motion carried 3-0.

**D. FINANCIAL REPORTS:**

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

**E. APPROVAL OF BILLS:**

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

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

There was no opening or awarding of bids.

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

1. Pappus House: Big Mount Road – Deed Change to Final Land Development Plan was tabled until the January 2023 or February 2023 Board of Supervisors meeting.
2. Elliot Shibley of Integrated Consulting, LLC address the Board to Consider approval of 3 waiver requests on the Preliminary Land Development Plan for Sunnyside Apartments located at Sunnyside Road for Applicant: Zenith Construction. The Jackson Township Planning Commission, Jeff Shue Township Engineer and Staff all recommend approval of the applicant's waivers requested.
  - The following waivers were requested:
    - Section 107.10.L Stormwater Management Facility Setbacks
    - Section 107-18.C (1)(d) Basin Side Slopes
    - Section 113-56.C (1) Sidewalks: grass strip between the curb and sidewalk

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

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

3. Revised (5) Lot Final Subdivision Plan – Applicant: Michael A. and Janice E. Kern, located at 1973 Hillcrest Road with the following waivers requested:

- Section 113-39.A Plan Scale Waiver
- Section 113-29.A Preliminary Plan Submission
- Section 113-39.A.E.2 Road Widening

No action taken. Plan was tabled until the January 2023 or February 2023 Board of Supervisors meeting.

**H. OLD BUSINESS:**

1. The Board authorized Manager Ford to sign the Klugh Animal Control Services Contract for 2023 on a Miller/Brown motion. Motion carried 3-0.

**I. NEW BUSINESS:**

1. Anthony Calderone submitted a request to the Board for consideration of changing a parcel located at 5297 Lincoln Highway West from (I) Industrial Zone to (R-2) Medium Density Residential Zone. The Board has given permission for the applicant to proceed with the rezoning process on a Brown/Miller motion. Motion carried 3-0. The hearing is scheduled for February 7, 2023 at 7:00 PM.

**J. SUPERVISOR'S REPORTS:**

Emily Miller reported the following:

- November 14, 2022 attended the Spring Grove Ambulance Board meeting.
- November 22, 2022 attended the Spring Grove Regional Parks & Recreation Center Board meeting.
- December 1, 2022 attended the Spring Grove Christmas Tree Lighting.

Dave Brown reported the following:

- November 15, 2022 attended the Northern York County Regional Police Commission Board meeting.
- November 16, 2022 attended the Board of Supervisors 2023 Budget Workshop meeting.
- November 18, 2022 toured a recently cleared and grubbed section of the trail from Hershey Road to Spring Grove.
- November 26, 2022 helped with Northern York County Regional Police “Toys for Tots” drive held at Bailey’s Coach located at 1708 RT 116.
- November 30, 2022 attended the Windy Hill Marketing meeting.

Jon Holmes reported the following:

- November 5, 2022 attended the APWA Central Chapter Dinner held in Harrisburg.
- November 16, 2022 attended the Board of Supervisors 2023 Budget Workshop meeting.
- December 1, 2022 attended the Spring Grove Christmas Tree Lighting.

**K. ENGINEER'S REPORT:**

Jeff had nothing to add to his written report.

**L. SOLICITOR'S REPORT:**

Dave reported the following:

- Stock and Leader will be holding a Municipal 201 seminar in February 2023.

**M. MANAGER'S REPORT:**

Manager Ford highlighted the following from her written report:

- An ad was published in the newspaper December 5, 2022 for quotes to be submitted by December 29, 2022 for the pavilion sides on the pavilion located at the Little Creek Community Park. The awarding of the quotes our potential scheduled for the January 3, 2023 Board of Supervisors meeting.
- A grant was received from Met Ed to change out the light fixtures in the administrative offices at the Township Building to LED.
- Working on getting 3 quotes for cameras and electronic locks on the doors. The quotes are coming in under the required advertising threshold.
- The staff had a meeting with the York County Rail Trail Authority's Chairman of the Board and Gwen Loose to discuss various issues that have arisen concerning the trail maintenance and enforcement in Jackson Township.
- Met with PennDOT and the County Transportation Planners on improvements at the Labott Road / Big Mount Road / Route 30 intersection. The findings with the feasibility report and study conducted by PennDOT are to move forward with a roundabout. This project will be funded through York County TIP. The following timeline for this project is: Preliminary Design completed in early 2023; Project to be awarded in 2024; Estimated Completion of project in 2025. The Jackson Township Board of Supervisors do not approve of this finding.

**N. ZONING OFFICER'S REPORT:**

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

**O. EXECUTIVE SESSION:**

No executive session was needed.

**P. ADJOURNMENT:**

With no further business to transact, the meeting was adjourned at 7:40 PM on a Brown/Miller motion. Motion carried 3-0.

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