

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
February 16, 2009

1. The meeting of the Windsor Township Board of Supervisors was called to order at 7:00 p.m. by Chairman Paul Smith.

Those present: Paul Smith, Jan Smith, Dean Heffner, Attorney Charles Rausch, Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. On the motion of Jan Smith seconded by Dean Heffner, the minutes from the February 2, 2009, February 5, 2009 and February 11, 2009 meetings were approved. Motion carried. Three votes yes.
4. The following items of correspondence were presented:

- A. Mrs. Gunnet advised that any Form U applications that had been received from Modern Landfill would be on the counter in the rear of the room.
- B. Mrs. Gunnet advised that she has received a letter from York Counts with an update on a possible regional public safety study. Spring Garden Township, Springettsbury Township, West York Borough, York City and the Northern Regional Police Department have agreed to participate in the study. They asked to let them know if the Board changes their minds and would also like to participate. Mr. J. Smith asked if York Counts has determined the cost of the study. Mrs. Gunnet advised that they have not.
- C. Mrs. Gunnet advised that she has received an invitation to a spaghetti dinner to be held by the Susquehanna Senior Center on February 26th. She asked the Board to let her know if they would like to attend.

5. Emergency Management:

- A. Monthly Report – January – Mr. Fromm went over figures for training and staff hours as well as mileage figures. He stated that they will be doing evaluations for the Evaluation of County Residents in Need (E.C.R.I.N.) program. He stated that his staff will go to each residence with someone affected to meet with those face to face. A roster will be created and the properties will be added to a GPS system so that they can be located in the case of an emergency.

Mr. Fromm advised that there was one emergency in the Township during the last wind storm. He stated that a barn roof blew off.

Mr. Fromm advised that recently the Red Lion Municipal Authority had a boil advisory. He stated that if the water was too contaminated to drink even after boiling it would be considered a hazard. He stated that they are checking to make sure they have a plan of action should this ever occur again.

- B. Purchase of additional portable radios** – Mr. Fromm advised that he is requesting the Board approve the purchase of two portable radios. They will work on the local frequency so that he can communicate with the Highway Department and other local municipalities. He noted that it was included in the 2009 budget but not in the grant application. The cost is \$425 each. Mr. J. Smith asked if there were multiple quotes obtained. Mrs. Gunnet advised that this is the cost from the State Contract. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the purchase of two radios at a cost of \$850. Motion carried. Three votes yes.**

6. Plan for Discussion:

- A. SPRING VALLEY POOL SITE – Preliminary Land Development Plan #A-06-023 by Stahlman Enterprises for 97 townhouses along Lombard Road** – Jerry Stahlman advised that they are before the Board tonight to continue the discussion on ingress/egress to this proposed development. He commented that at the last meeting, the Board had stated that they wanted to see the site prior to making a decision. He explained that the Township's ordinance requires two points of ingress/egress. PennDOT is stating that the distance between the two points must be 600' but they do not have that much road frontage. PennDOT is requesting that the Township send a letter to them stating that two points are required. PennDOT would accept a right-in/right-out entrance, a gated entrance or a boulevard style entrance. Mr. Stahlman stated that Mr. Pasch would agree to any of these options but prefers a right-in/right-out entrance. He noted that they have been working with Mr. Reichard on the specifics for a raised divider to help commit drivers to only be able to make a right turn out of the development. Mr. J. Smith asked how high the divider would be. Mr. Stahlman stated that he thought it was between 12" and 18". Attorney Rausch asked if PennDOT's preference is a right-in/right-out. Mr. Stahlman advised that PennDOT will not approve two standard intersections due to the separation distance between them. Mr. Pasch stated that the 600' separation distance required would put the entrance in front of Met-Ed's property. Attorney Rausch asked if it will be designed for emergency vehicles. Mr. Stahlman advised that it would. Mr. P. Smith stated that he does not feel that the Board is ready to make a decision this evening. Mr. Stahlman asked when he thought the Board would decide. Mr. P. Smith advised that they would need to speak with the Township's engineer and thought there could be a possibility that a decision could be made in March.

7. Solicitor:

- A. Attorney Rausch advised that he did not have anything to report that was not on the agenda.

8. Township Engineer:

- A. Surety Reduction – Windsor Pointe, Phase I – Mrs. Gunnet advised that a request for security reduction for Windsor Pointe, Phase I has been received. They are requesting a reduction of \$73,536.40 to bring the balance to \$134,136.40. The Township Engineer is recommending approval. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the reduction based on the recommendation of the Township Engineer. Motion carried. Three votes yes.**

9. Public Works Department:

- A. Mr. P. Smith advised that the Board has the Monthly Report for February. He asked the Board if they had any questions.

Mr. J. Smith asked Mr. Trout what capacity used trailer he is looking at. Mr. Trout advised 20 ton. Mr. J. Smith asked what the Township hauls that would be heavy enough to require this capacity. Mr. Trout stated that the Township has hauled an earth compactor. He added that 12 and 15 ton capacity trailers are available but for the difference in the price, he feels that it is better to go with the 20 ton.

Mr. P. Smith advised that he is confused about the new prevailing wage requirements and how they apply to materials. Mrs. Gunnet advised that she understands that it pertains to the delivery driver. Mr. P. Smith asked how it affects equipment rental. Mrs. Gunnet stated that if the Township picks up the equipment, prevailing wages should not apply. Mr. Trout commented that the prevailing wages could already be put in the bid amount. He added that he does not think that our materials will be affected much. Mr. P. Smith stated that it will affect our bid projects. Mrs. Gunnet advised that she must register a project with the Department of Labor & Industry before advertising for bids. The Board commented that maintenance on dirt roads would be included in the prevailing wage requirements. Mr. Trout stated that it should not be affected because the materials are delivered to the Public Works Building and the Highway Department does the work. The Board asked if a letter has been sent to Representative Saylor with our disapproval. Mrs. Gunnet advised that she has sent a letter. Mr. J. Smith suggested also sending a letter to Senator Waugh and Governor Rendell.

Mr. P. Smith stated that he has spoken with the Highway Department regarding maintenance of the Township parking lot. He stated that he would rather see it treated with salt only rather than anti-skid and salt. He stated that he would like the Board's opinion on purchasing a spreader to do the lot. Mr. J. Smith commented that he feels it should be held off until the fall. Mr. P. Smith commented that he feels there may be better deals by purchasing at the end of the winter. Mr. Heffner asked what capacity he was considering. Mr. P. Smith advised that the one his church uses is 100 pound capacity. Mr. Trout noted that additional materials could be stored on Mr. Kerchner's truck. It was noted that some spreaders use bagged salt and others use rock salt. Mr. Heffner stated that he would agree to purchasing one. Mr. P. Smith advised that Mr. Trout had provided him with quotes that range from \$1,200 to \$1,700. Mr. Trout stated that some models are easy to disconnect but he did not spend a lot of time on research. The Board agreed for Mr. Trout to provide additional information on a 200 to 300 pound capacity model that will take rock salt. Mr. P. Smith stated that he should be able to get access to the one owned by his church if the Board would like to look at it. Mr. Trout added that Douglas Equipment also has some on display.

- B. Personnel and Equipment Fee Schedule – Mrs. Gunnet advised that at the last Manager's meeting, it was brought to everyone's attention that FEMA has put out a new equipment rate listing. She stated that the rates are lower than the 2006 rates that the Township had established. She asked the Board if they would like to adopt the new 2009 rates for both use with natural disasters and for reimbursement for work completed with Township equipment. The Board asked if we use the 2006 rates for current billing. Mrs. Gunnet advised that we do. It was the consensus of the Board to change to the FEMA rates only for cases of natural disasters.
- C. Mr. J. Smith asked if Mr. Trout had received information on the bridge inspections. Mr. Trout advised that he will be meeting with a representative from C.S. Davidson next week.

10. Public Works Building:

- A. Building costs – Mrs. Gunnet advised that when the Board approved the construction of the Public Works Building, they put a cap of \$3.2 million on the costs. She stated that she wanted the Board to know that when the final payments are made, this amount will be surpassed. Mr. P. Smith asked if the relocation of the electric service was part of the contract. Mrs. Gunnet advised that it was included. Met-Ed also provided assistance by only billing half of the costs. She stated that a change order needed to be done for MidState because the connection was not at the same location as the bid and this added cost. She estimated that the final cost will be approximately \$40,000 over budget. She added that the Board had considered purchasing an ice machine which is estimated at

\$2,000. It was the consensus of the Board to not purchase anything additional for the Public Works Building with the exception of the ice machine and any costs associated with fixing the louvers. They agreed that they would consider other costs in the case of an emergency.

- B. Heating System – Mrs. Gunnet advised that the Board has been provided with a copy of an email from Kathy Conley with LSC Design in regards to the heating system. She stated that she was unable to get a third party agency to evaluate the system. Paragon Engineering will be coming to the building to look at the system. Mr. Trout stated that the last time they were there, the readings were not accurate because it was not done during normal working conditions. The equipment was being used in the wash bay and therefore the temperature was higher. He stated that when they had gotten a higher reading in the bathroom area, it was 9 degrees outside and the furnace had been continually running. He commented that he feels that temperature in the repair area is sufficient. He noted that on the recommendation of Jack Stitz, the temperature is not cut back as much so that it takes less to recover. This helps to maintain the temperature due to the heat radiating off the floor. Mr. J. Smith asked if the wash bay was designed to stay at 55 degrees. Mr. Trout advised that it was but it does not get that high. Mr. P. Smith asked if there are louvers in the bay. Mr. Trout advised that there are but they are shut. Mr. P. Smith advised that he had asked Mrs. Conley to come to the building last week but she refused stating that she is not a mechanical engineer. Mr. P. Smith stated that he does not want any invoices to be paid to LSC Design.
- C. Update on grass seed that was used – Mrs. Gunnet advised that she has checked with Eric Jordan with the York County Conservation District and after reviewing the post construction plans, he determined that the type of grass seed can be changed on the banks at the Public Works building. Mr. P. Smith asked if we can keep the grass that is there cut lower. Mrs. Gunnet advised that it does not look as nice but can be done. It was the consensus of the Board to keep the existing grass and keep it cut shorter.

11. Other Business:

- A. Mr. P. Smith advised that the Dog Officer's Report for January is available for review.
- B. Mr. P. Smith advised that the Zoning Report for January is available for review.
- C. Milner Drive – Additional stop signs – Mrs. Gunnet advised that the Township has received a request to install additional stop signs and speed limit signs on Milner Drive. She stated that the Highway Department has already added an additional speed limit sign as the development is already posted at 25 mph. She stated that people are now using it as a connector street to get to Dietz Road. Mrs. Gunnet advised that in the past

when this type of issue has arose, she was informed that stop signs are not used to control speed. It was also noted that Milner Drive is sloped and could cause a problem in the winter if cars need to stop on the hill. It was the consensus of the Board to have a traffic study done.

Mrs. Gunnet advised that today on the message board a request had been received to set a speed limit on Christensen Road. The Board agreed to have a traffic study done for this also.

- D. Distribution of recycling bins – Mrs. Gunnet advised that the new recycling bins have been received and showed one to the Board. She asked how the Board would like them to be distributed. Mr. J. Smith stated that he would like to see the Highway Department go door to door. Mrs. Gunnet commented that not every home may want a larger bin. Those households with only one or two people may prefer to keep the smaller bin. Mr. Heffner suggested putting on the website and message board that a bin can be picked up at the Township office. Mr. P. Smith added that perhaps something could be done on Election Day so that they could pick one up at their polling location. Mrs. Gunnet stated that she will put an article in the newsletter. Mr. P. Smith advised that there should only be one per household. The Board agreed to post it on the website, message board and put an article in the newsletter.

12. Unfinished Business:

- A. Panorama Hills Pump Station Update – Mrs. Gunnet advised that they are working on the archaeological study.
- B. Joint Stormwater Drainage Study – Mrs. Gunnet advised that she is waiting to hear from DCED.
- C. Residential Rental Tax Ordinance – The Ordinance is still being investigated in the court system.
- D. Drainage at Freysville Park, Field #1 – There was no update.
- E. Verification of building setback compliance – Mr. Allison advised that he is working on this.
- F. Possible land purchase – Mrs. Gunnet advised that in response to the Board's consideration of purchasing a smaller acreage of land from Mr. Sowers, Mr. Allison has prepared a map for them showing the size of different portions of the property. Mr. Allison advised that the main difference between the two maps is that one includes an

additional area behind Lot 4. The total amount is approximately 11 acres. He stated that it includes the flattest part of the property. He noted that one section is sloped. Though it may not be very usable, it helps to increase the permitted impervious coverage. Mr. Heffner asked where the vacant house is located in relationship to this land. Mr. Allison stated that it is located on the other side of the power lines that are shown on the map. Mr. P. Smith commented that since this land would be purchased with the intent that it could be used for a woody waste collection site, he feels that PennDEP should be contacted to see if it would be acceptable. He added that he wants to make sure that the Township would be in compliance so we are able to apply for grant money to reimburse for the cost of the land. He stated that he also wants to be sure that the Township would be able to get reimbursed for the cost of the land if it is purchased prior to submitting a grant application. Mrs. Gunnet noted that she has not received the updated appraisal yet.

- G. **Resolution #09R-02-01 – Recognition of Longstown Village Condominium Association as a civic or service organization – Small Games of Change License –** Mr. P. Smith advised that the Township has received a copy of the bylaws for the Longstown Village Condominium Association and it has been determined to be in compliance. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the Resolution. Motion carried. Three votes yes.**

- H. Monthly Reports – Change of Format – Township Manager, Public Works Director and Zoning Officer – Mr. J. Smith advised that he has provided the Board with his proposal for a change on the monthly reports for the Township Manager and Public Works Director this evening so they have not had a chance to review it. He stated that for the Public Works Director's report, he would like a line added to show what is being done on a weekly basis. He stated that for the Township Manager's report, he would like to see it set up similar to that of the York Area Regional Police Chief's report in which it would summarize monthly activities. The Board will consider the proposed changes.

13. Public comment – There was none.

14. Mr. P. Smith asked the Board if they had any comments. Neither Mr. J. Smith nor Mr. Heffner had any comments.

Mr. P. Smith stated that he has read articles and received comments regarding Red Lion Municipal Authority's recent boil water advisory. He stated that he thinks that we should contact them to let them know that should this happen in the future, the Township can assist in helping to get the word out.

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15. On the motion of Jan Smith seconded by Dean Heffner, the bills were approved. Motion carried. Three votes yes.
16. The meeting of the Windsor Township Board of Supervisors adjourned at 8:11 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

February 16, 2009

Gerald Miller	830 Marvell Drive York PA
Vera Miller	830 Marvell Drive York PA
Elmer Fromm	50 Oak Drive Red Lion PA
David Danner	175 Surrey Lane York PA
Gary Danner	910 Koles Way Red Lion PA
Yvonne Emenheiser	1027 Hastings Boulevard York PA
Allen Emenheiser	1027 Hastings Boulevard York PA
Gene Zimmerman	860 Zimmerman Road Red Lion PA
Bobbie Zimmerman	860 Zimmerman Road Red Lion PA
Charles Silar	1500 Windsor Road Red Lion PA
Jerry T. Stahlman	139 East Market Street York PA
Timothy F. Pasch	2645 Carnegie Road York PA