

WINDSOR TOWNSHIP BOARD OF SUPERVISORS  
May 17, 2010

1. The meeting of the Windsor Township Board of Supervisors was called to order by Paul Smith at 6:00 p.m.

Those present: Paul Smith, Jan Smith, Dean Heffner, Attorney Charles Rausch, Mike Hess, 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 of the May 3, 2010 and May 4, 2010 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 the York County Agricultural Land Preservation Board with a list of the preserved farmland located within the Township. Mr. P. Smith asked how this compares to our listing. Mrs. Gunnet explained that this is different from Agricultural Security. The County has bought the development rights from these properties. Mr. P. Smith questioned when this began. Mrs. Gunnet advised that it has been affect for quite some time. The newest addition that she could remember was from approximately two years ago when land owned by Dr. Myers was added.
5. Residents of Stapleton – Fences in storm water easement – Marvin McKie, 375 Sunbury Way, advised that several of the residents in the Stapleton development would like to fence in their yards. However, they have a storm water easement on their properties that covers their entire rear yard. He noted that he and other residents have met with Mr. Allison regarding the situation. He stated that he is aware that there is a note on the plan prohibiting fences in the easement. He read the note aloud and commented that he is still trying to understand it. He explained that he understands that there needs to be access to the easement but a fence will not affect the function of the easement. Mr. McKie advised that they are willing to install gates or have removable fence panels. Mr. P. Smith questioned how many properties are in question. Mr. McKie stated that there are 5 properties right now. Mr. Allison advised that although there are only 5 now, the easement would affect almost all of the lots in Phase I of the development. He noted that the Board and the residents have a copy of the plan that shows the easement. Mr. P. Smith questioned if it is lots 12 through 19 that the residents are from. Mr. Allison advised that this is correct. Mr. J. Smith asked Mr. McKie if he was aware that there was an easement on the lot when he purchased it. He advised that he was. He added that he loved the area and the house and did not fully understand the easement. He stated that he and many of the other neighbors have children and pets that they want to keep in their

yards. He commented that a neighbor has a playground and other children are coming into their yard to play, creating a liability issue.

Mr. J. Smith asked Mr. Trout how he felt about the fences being located in the easement. Mr. Trout advised that the water is being conveyed from the downspouts of the home into a pit in the rear yard. There are no asbutils for the roof leaders. The installation of a fence could risk puncturing the lines. Mr. McKie asked how deep the piping is. Mr. Allison advised that it can vary and would be at least 2' deep. He added that most of the piping comes straight back from the edge of the house. Mr. McKie commented that if the fencing was placed on the property line, then the pit would not be affected.

Attorney Rausch questioned why there is a gap between the property line of the lots and the property line of the development. Mr. Allison advised that there is open space. There will be trees planted in this area.

Mrs. Gunnet questioned the spacing between the homes and the potential to get equipment through. Mr. Allison advised that there is enough space to get a small bobcat through. Attorney Rausch asked if there is enough room behind the lots. Mr. Allison stated that there is a different development behind this one. Attorney Rausch questioned if the houses drain to the basin. Mr. Allison explained that the houses have onsite infiltration pits but the sheet flow from the lot goes to the basin. Attorney Rausch commented that based on this, the easement does not convey storm water. Mr. Allison confirmed this.

Mr. P. Smith advised that if fences were permitted, there would need to be sufficient distance between the posts in order to allow access by equipment. Mr. J. Smith asked what kind of guarantee the homeowner would give that they would comply should the fence need to be removed. Mr. McKie stated that the homeowners would be willing to sign documents. Mr. J. Smith asked if there is a Homeowners Association. Mr. McKie advised that there is but it has not been turned over to the homeowners yet. Mr. P. Smith questioned what would happen if the property would be sold. He commented that he feels that the request should go through the Homeowners Association.

Mrs. Gunnet asked how access would be gained to Lot 14. Mr. Allison advised that there are utility easements between the lots but a large piece of equipment would not fit. Mr. Trout noted that if the Township needed to come in to fix the pit, it would be necessary to cross the back of the properties. Mr. McKie commented that if the homeowners are responsible for their own pit, the necessity for the Township to come in is only a "what if" situation. Mr. J. Smith asked what if neighbors did not get along with each other. This could create an issue for access.

Mr. Heffner stated that he feels that it should be done through the Homeowners Association. Mr. Allison asked if this is to make the Homeowners Association responsible for the removal of the fence. Mr. Heffner agreed and added that the fencing should be uniform. Mr. P. Smith questioned who the Township would have to contact if

there would be a problem. Mr. Allison advised that he would have to contact the owner of the property. The Homeowners Association would not be able to go onto private property.

Mr. P. Smith asked Mr. Allison to explain the seepage pit. Mr. Allison advised that the pit is only for the runoff from the house. PennDEP requires that water from homes be infiltrated into the ground. This reduces the size of the retention basins. He noted that this is common practice now and this same situation could occur in future developments. He commented that the pits will collect debris.

Mr. McKie stated that he believes this is only an issue based on accessibility. He added that the homeowners are willing to do whatever is requested in order to have the fences. Attorney Rausch questioned two of the notes on the plan. Mrs. Gunnet and Mr. Allison advised that they do not apply to the storm water easement.

John Stewart, 3088 East Prospect Road, asked why a series of gates could not be installed to permit access. Mr. Allison advised that gates may be an option. He added that he feels for the residents because he does not feel that they were given the correct impression on the easement. Mr. Allison stated that a note could be put on the Building Permit listing requirements. He commented that typically easements contain a swale and this is a unique circumstance.

Mr. Heffner advised that if fences are going to be permitted, they must be uniform. Mr. Allison suggested two sided gates. Mrs. Gunnet noted that there would need to be multiple gates. Mr. Trout expressed concerns with the buildup of dirt if removable sleeves were used. Mr. McKie stated that he was not concerned with this.

Mr. Allison advised that all of the homeowners would need to agree with the regulations. Mrs. Gunnet noted that an agreement would need to be recorded. Mr. P. Smith recommended that Attorney Rausch, Mr. Allison and the homeowners hold a meeting to see what kind of agreement they can come up with and then come back to the Board. Mr. J. Smith noted that the agreement needs to be based on the way it will work best for the Township. Mr. Allison stated that based on this, he feels that Mr. Trout should be part of the meeting.

Attorney Rausch advised that when an agreement is made, it will be attached to the deed which will ensure that it is passed on to future owners. He stated that he will need a copy of the deed and the assessment record for each property involved. The cost to do the agreement will be \$100 per property plus recording fees. Mr. McKie asked if this is in addition to Building Permit fees. Mr. Allison stated that it is.

Mr. J. Smith advised that it is the responsibility of the buyer to check into things that they do not understand when purchasing a property. He stated that he feels homeowners lose their privileges by not asking questions.

6. Public Hearing – Cable Franchise renewal – Mr. P. Smith opened the hearing for the Cable Franchise renewal. Mrs. Gunnet advised that the Township is working on the Cable Franchise renewal based on Act 626, the Federal Cable Act. The current agreement expires December 31, 2010. As part of the franchise renewal, the Township is required to obtain feedback from the residents on the past performance of the cable company and future community needs. She stated that this only deals with services, not costs. She asked those present if they have any issues or concerns. There was none from the audience but Mr. J. Smith advised that he has an issue with the technical support. He stated that he has had some issues with his internet service and when he calls for assistance, he is transferred to representatives that are difficult to understand. Being no other comments, the public hearing was closed. Attorney Rausch noted that the Township is working in conjunction with other municipalities for the renewal.
7. Elmer Fromm – Emergency Management Coordinator:
  - A. Mr. Fromm advised that the Board has the 1<sup>st</sup> Quarter 2010 Report. He advised that he has switched from a monthly report to a quarterly report. He reviewed the highlights of the quarter, including the temporary command operations center that was set up during the blizzard and the H1N1 shot clinic that was held at the York Fairgrounds. He noted that he and his staff will be attending more training.
  - B. Mr. Fromm advised that the Township has been approved for a \$30,000 grant for the Emergency Operations Center. He stated that he would like to use a portion of the grant for the purchase of Motorola radios. He commented that they have better battery life and allow for an individual to clear an alarm rather than the county. Mr. P. Smith stated that he thought that radios had been purchased previously. Mr. Fromm advised that several of the portable reprogrammable radios can be upgraded and some cannot. Mr. Trout noted that Dave Hufnagle has expressed an interest to purchase these as they can be used in the private sector.

Mr. Fromm advised that the budget has been revised to account for purchase of the radio. Mrs. Gunnet stated that if approved, a letter will need to be sent to DCED regarding the scope of the work. Based on the budget, there is only \$42 projected to remain. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the new budget. Motion carried. Three votes yes.**
  - C. Mr. Fromm advised that he is looking for two additional staff members. He added that they will need additional shirts. He noted that it was included in the budget and requested permission to purchase them. It was the consensus of the Board for Mr. Fromm to purchase additional shirts.
  - D. Mr. P. Smith stated that he feels the quarterly reporting is better. Mr. Heffner asked Mr. Fromm if he was called out for the hail storm. He advised that he was not.

8. Plans for Approval:

- A. **DAVID A. & ANN M. DIETZ – Final Subdivision Plan #L-5340 by Gordon L. Brown & Assoc., Inc. along E. Prospect Road and Freysville Road** – Denny Potts with Gordon L. Brown & Associates advised that this is a two lot subdivision that separates a one acre tract with an existing house from the Christmas tree farm which totals approximately 120 acres. He noted that they are requesting three waivers. The first waiver is for contours. He stated that they are not proposing any new improvements. The other waiver requests are for the extension of public water and sewer. Again, Mr. Potts stated that there are no proposed improvements. He did note that the connection point would be approximately 600' away and the house is currently served by a septic system. A note has been put on the plan that should any further development take place, it may require the extensions. **On the motion of Jan Smith seconded by Dean Heffner, the waivers were granted. Motion carried. Three votes yes.**

Mr. Allison advised that all of the outstanding comments have been addressed. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the plan. Motion carried. Three votes yes.**

9. Plans for Discussion:

- A. WTS Properties – Sketch plan – Waivers – Mr. Heffner advised that due to the closeness of his home to this property, he would not be voting on the waiver requests.

Dustin Althoff and Bill Davis with Site Design Concepts were both present. Mr. Althoff stated that this property is six acres in size and is located between North Camp Street and First Street in both Windsor Township and Windsor Borough. They are proposing 15 lots for single family dwellings and proposing a through street from North Camp Street to the cul-de-sac on First Street. The lots would be serviced with public water and sewer. He explained that due to having the two points of egress fixed, they are having issues with the grading. He gave a copy of the sketch to the Board. He noted that their waiver requests are based on this design.

Mr. Althoff advised that they are requesting a waiver to allow 6% grade at the intersections. Mr. J. Smith noted that this is a 50% increase over what is permitted. Mr. Althoff explained that there are currently a few properties that access off a lane that accesses North Camp Street. In order to keep the driveways from becoming too steep as they access onto the new street, the higher percentage is needed. Mr. J. Smith questioned how this would affect the Township trucks. Mr. Trout stated that they would not be greatly affected. The street slope would be fairly mild. Mr. J. Smith asked who would be affected if the Board held them to the 4%. Mr. Hess advised that they are trying to stay close to the existing slope of the site. Mr. J. Smith stated that he does not want to approve this if it is only for a cost savings to the builder.

Mr. Althoff advised that the second waiver request would be for vertical visibility. He stated that they are proposing 167' instead of 200'. He explained that they have looked at different scenarios to meet the regulation but it would require massive cuts and fill to make it work. Mr. Hess advised that he has compared this to PennDOT's specifications and it meets their requirements. The Township's regulations are more restrictive than PennDOT's.

Mr. Althoff advised that they are requesting a waiver to allow a 3' grass strip between the street and sidewalk for a length of 200'. This eliminates the need to obtain additional land from an existing property owner. Mr. J. Smith questioned if they had tried to obtain the land. Mr. Althoff stated that they did not. Mr. P. Smith asked how close the sidewalk would be to the house. Mr. Althoff advised that it would not be close, the issue is with the grading.

Mr. Althoff stated that the final waiver request is for the minimum curve radius. They are proposing 25' instead of the required 30'. He noted that large trucks would not have an issue. Mr. Hess advised that when making a right hand turn, the trucks would need to access both lanes, but this is standard in all developments.

Mr. Allison asked what would happen in order to comply with all the regulations. Mr. Althoff advised that they would need to obtain additional right-of-way for the curve, an easement for grading purposes if the grass strip was 5' and walls to deal with the grading issues. Mr. Hess stated that part of the issue is because there are already two fixed points for egress.

Jim Breyer, 125A North Camp Street, advised that he would have access onto the new street. He stated that he has contacted an engineer regarding the proposed changes. He noted that the engineer recommended that he work with the developer but there have been no negotiations with them to this point. Mr. P. Smith questioned how it would be steeper if the Board required the 4%. It was noted that it would be a reverse slope as the existing homes sit lower than the new street. There was discussion regarding the lay of the land.

Mr. Althoff commented that at this time, they are only requesting approval of the waivers. They would then approach the home owners regarding right-of-ways. Mr. J. Smith advised that if the Board would approve the waivers, it would lock in the new regulations. Mr. Breyer noted that there is a 5 acre tract that will also need a right-of-way for access to the new street. Bill Davis advised that the area was designed to allow for the development of this tract. He added that the driveway will need to be relocated.

Mr. J. Smith commented that he does not know how he can make a decision at this time without understanding it completely. Mr. Allison advised that if the slope percentage is not addressed they would have to design for both options. Mr. Davis noted that the way it is currently designed is the best scenario.

Attorney Rausch stated that a portion of this development is located in Windsor Borough. Mr. Allison advised that the Borough authorized the Township to require the street to meet our design standards. Mr. Althoff added that the Borough was only concerned about the storm water controls.

Mr. J. Smith asked Mr. Breyer if he would prefer to have representation before a decision is made by the Board. Mr. Breyer stated that he would bring his engineer to a future meeting. Mr. Allison advised that he had spoken with Mr. Breyer's engineer, John Luciani, and had passed the information to him. **On the motion of Jan Smith seconded by Paul Smith, the plan was tabled. Motion carried. Two votes yes. Mr. Heffner abstained from voting.**

Attorney Rausch advised that he will work on an agreement between the Township and the Borough regarding the rights to the design of the development. Mr. Althoff stated that the road would be dedicated to the Township. Mr. Allison noted that the Borough had come to the Township regarding the design. Mrs. Gunnet added that it would have been discussed in Windsor Borough's minutes that they were relinquishing their rules to have the Township approve the design.

10. Solicitor:

- A. Emmanuel UCC Church – Attorney Rausch advised that since the Resolution for the Declaration of Taking for the Emmanuel United Church of Christ was approved, he has been contacted by their attorney. They are now willing to sign off. They would like to revert to the original agreement with the exception of the Township purchasing a snow blower. **On the motion of Jan Smith seconded by Dean Heffner, the Board agreed to accept the original agreement which includes the removal and refacing of the wall with the exception that the Board not be required to purchase a snow blower. Motion carried. Three votes yes.** Mrs. Gunnet noted that the Township has already incurred expenses. ~~with the~~ (per motion at 6/7/10 meeting)
- B. It was noted that Mr. Clinton's structural engineer will have a report on May 19<sup>th</sup> and then contractors will be lined up for proposals with the work to be completed in June.

11. Township Engineer – There was nothing to report.

12. Public Works:

- A. Mr. P. Smith advised that the Board has the Monthly Report for May. He asked the Board if they had any questions. They did not.
- B. Sewer Maintenance Bid results – Mrs. Gunnet advised that the bid results are attached to the Board's agendas. The low bidder is Sewer Specialty Services. Mr. Trout advised that they were the low bidder last year and the work was satisfactory. Mr. Heffner questioned if the work is proposed to take place in the streets or right-of-

- ways. Mr. Trout advised that it is in the roads. **On the motion of Jan Smith seconded by Dean Heffner, the bid was awarded to Sewer Specialty Services in the amount of \$73,293. Motion carried. Three votes yes.**
- C. Pave-In-Place Bid results – Mr. P. Smith advised that the bid results are attached to the Board’s agendas. The low bidder is Kinsley. Mr. Trout advised that he does not have any issues with this contractor. **On the motion of Jan Smith seconded by Dean Heffner, the bid was awarded to Kinsley in the amount of \$155,520.34. Motion carried. Three votes yes.**
- D. Traffic Study – Bahn’s Mill Road – Weight limitations – Mr. Trout advised that he has received a request for signage for “No Trucks” on Bahn’s Mill Road. He stated that he informed the person that a traffic study would be required in order to post signs. Mrs. Gunnet noted that there is now a fee of \$200 for a traffic study to be performed. A reduced rate is charged for multiple requests at the same time. At this time, there have been no other requests submitted. Mr. P. Smith questioned the request. Mr. Heffner commented that it is because Mighty Oak uses this street rather than Burkholder Road since it is easier to pull out onto Route 74. Mr. P. Smith questioned how large of a truck they are using. Mrs. Gunnet advised that it is a tractor trailer. She added that they are going to Risser Grain. It was the consensus of the Board to hold the request until there are multiple traffic studies to be done.
- E. Time Extension – Abel Recon – July 31, 2010 – Mr. Trout advised that Abel Recon is requesting a time extension to complete the work until July 31<sup>st</sup>. He stated that they were held up by Miller Pipeline. Mr. Heffner commented that it had previously been extended until May. He asked if Miller Pipeline has corrected their problems. Mr. Trout advised that there are a few areas that still have issues. He explained the process, noting that it did not seal properly. He added that there is still money being held on the contract. Mr. Heffner advised that he does not want to have any more lining done. Mr. Trout agreed and suggested the use of other types of products. Mr. Heffner stated that if a new product is used, he only wants a small section done. **On the motion of Jan Smith seconded by Dean Heffner, the Board granted the time extension for Abel Recon until July 31, 2010. Motion carried. Three votes yes.**
- F. Sewer main lining – Engineer’s recommendation – Mr. Trout advised that the Board has a copy of letters from Jason Reichard and Mike Hess. Mr. Hess advised that the materials used met the specifications and were installed by a certified installer but there was an error with the installation.
- G. Replacement of pump station generators – Mr. Trout advised that the Board has a memo from him expressing his concerns regarding the generators. He stated that it is difficult to get replacement parts for them. He suggested that since there will be no manhole lining done this year, that a generator be replaced with the funds that were budgeted for the lining. Mr. P. Smith recommended using two different manufacturers. He asked Mr. Trout to put a plan together for the Board. Mr. Heffner

questioned if mobile generators were ever considered. Mr. Trout advised that the stations are different sizes. Mr. Heffner stated that a larger one would run all the stations. He noted that the generators do not have that many hours on them so they are rusting out, not wearing out. Mrs. Gunnet advised that this would not work if there was an outage and several stations were all down at once. Mr. Trout stated that the generators are becoming more complex. A laptop is required to run the software. The software would likely cost between \$4,000 and \$5,000. Service contracts are available also. Mr. J. Smith asked how the current service contracts are working out. Mr. Trout advised that the employees can deal with replacing parts but they are not trained to read the diagnostics.

13. Other Business:

- A. Starview Pond Detention basin – Mrs. Gunnet advised that she has left several messages but has yet to hear back as to when the inmate crew will return.
- B. Cell phone contracts – Mrs. Gunnet advised that she has received information from Verizon. Mr. P. Smith asked if she had checked to see if she could get service at her home as well as Rick Dietz's. She advised that she checked and she is able to at both locations. She explained that the plan would cost \$113.76 plus taxes for a 2,000 minute plan. The cost for an equivalent plan with AT&T would be \$139.95 plus taxes. She noted that there are early termination fees to switch from AT&T. The plans for both Mrs. Gunnet and Mr. Trout expire at the end of 2010, Mr. O'Dell and Mr. Dehoff expire in January 2011 and Mr. Dietz's plan expires in July 2011. It was noted that if the switch was made after January 2011, only one early termination fee would be charged. The Board advised Mrs. Gunnet to contact AT&T to let them know we would be switching and perhaps they would be willing to give a better deal.
- C. Mr. P. Smith advised that the Board has the Township Manager's Report for April. He asked if they had any questions. They did not.
- D. Mr. P. Smith advised that the Board has the Zoning Officer's Reports for March and April. He asked if they had any questions. They did not.
- E. **Zoning Ordinance amendment – Final Draft – Definition of developable acre and revision to the regulations on the Unenclosed storage of recreational vehicles, boats, campers, trailers and trucks** – Mr. Allison advised that there are no changes to the section regarding recreational vehicles. He stated that the changes are dealing with the definition of developable acre. He showed the Board a drawing and explained the difference between the current regulation and the proposed regulation. He noted that currently only the public right-of-way is deducted from the tract size to determine how it can be subdivided. The new regulation would require the elimination of public and private right-of-ways as well as portions of floodplains and wetlands. Mr. Allison advised that Mr. Hess is recommending that it be added that if the floodplains and wetlands coincide, they must be excluded at 100%. He noted that

if the Board approves, it can be sent to the York County Planning Commission for review.

Mr. P. Smith questioned what would happen if a sliding scale was used to determine the number of recreational vehicles permitted on a lot. Mr. Allison advised that he could prepare a table with several options. Mr. P. Smith asked if the Board would be interested in this. They agreed that they would. Mrs. Gunnet asked if they would like to use the same setbacks. They stated that they would.

- F. EPA Administrative Notice – Update – Mr. Allison advised that he and Mr. Trout attended a meeting in Harrisburg. He stated that EPA would not say what changes are required. He commented that the Township is willing to change whatever is necessary to come into compliance. He added that there were no representatives from DEP present. Mr. Allison advised that they did put out a workbook after the meeting which he has. He noted that they can put something together but cannot guarantee that it will pass. He commented that C.S. Davidson put together MS4 reports for several municipalities and some passed and some did not. Mr. P. Smith advised that he does not want the staff to spend any more time on this. He asked Mrs. Gunnet to send a letter to Todd Platts. Mr. Heffner commented that if we do not have a concrete answer on how to fix it, then we cannot. Mr. Allison suggested that a conference call be held with DEP. He added that the report was done the same way for 6 years, so we assumed that it was being done correctly. Mr. P. Smith advised that any response from DEP should be obtained in writing. Mrs. Gunnet questioned how this affects the report due in June. Mr. Allison stated that they are giving leeway.
- G. **Extension of Site Improvement Agreements – Rose Brook II, Lots 4 & 5 and Deerfield Crossing** – Mrs. Gunnet advised that bonds had been posted for security for these two projects. Neither are complete and they are requesting a one year extension of the Site Improvement Agreement. **On the motion of Jan Smith seconded by Dean Heffner, the extensions were granted for Rose Brook II, Lots 4 & 5 and Deerfield Crossing. Motion carried. Three votes yes.**
- H. **Business Associate Agreement – Intergovernmental Insurance Cooperative & Windsor Township** – Mrs. Gunnet advised that with the self funded health insurance plan, there is a Business Associate Agreement between the insurance company and the Township. They have updated this Agreement and approval is required by the Board. Mr. P. Smith questioned what it is for. Mrs. Gunnet advised that it is for the employee's health insurance plan. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved the Business Associate Agreement. Motion carried. Three votes yes.**
- I. **Intergovernmental Insurance Cooperative – Life/Accidental Death & Dismemberment/Short Term Disability Insurance quote** – Mrs. Gunnet advised that the Board has received a cost comparison for life, accidental death and dismemberment and short term disability insurance that was put together by the

Intergovernmental Insurance Cooperative, the same company that handles the health insurance. The Township's existing plan was mirrored when quoted. The savings would be \$1,300 per year. Mr. P. Smith questioned if the employees pay a portion of this. Mrs. Gunnet advised that they do not. She noted that the quote is for 3 years beginning in September. However, the Township can switch as early as July 1<sup>st</sup>. **On the motion of Jan Smith seconded by Dean Heffner, the Board approved to switch the employee's insurance plans from Sun Life to Hartford Group effective July 1<sup>st</sup>. Motion carried. Three votes yes.**

- J. Statement of Revenues & Expenditures – Compared to Budget – Mrs. Gunnet advised that the Board has a copy of the Compared to Budget report for the end of 2009. She explained that any entries that are recorded in the month to date column is an adjusting entry as required by the auditors. She noted that DCED requires the receipts to be put into a receipts account and the expenditures in an expense account. It had always been handled that they would be put in the same account so that it would show a zero balance. Mr. J. Smith commented that the report through the 12<sup>th</sup> month would be the most accurate then. Mrs. Coble stated that she feels the report for 2010 will be better because there were issues with the switchover to the new accounting system. Discussion pursued regarding the balances in different accounts that Mr. P. Smith questioned.
- K. Mr. P. Smith advised that the Dog Officer's Report for April is available for review.
- L. Ambulance contract negotiations update – Mrs. Gunnet advised that she met with representatives from both Red Lion and Yoe. She requested that they provide a call comparison between the municipalities that they serve. She noted that the current contract was for 5 years with no increase. It expires at the end of this year. Mr. Heffner asked if Red Lion services York Township. Mrs. Gunnet stated that they do some but Yoe covers most of the Township. Mr. Heffner commented that the Township has a lot of expense with 2 ambulance and 6 fire companies. Mrs. Gunnet noted that it is still less expensive than having our own. It was the consensus of the Board to do another 5 year contract. Mr. P. Smith advised that he would like to look at the call volume prior to deciding how to deal with the terms.
- M. Memorandum of Understanding – York County Conservation District & Windsor Township – Mrs. Gunnet advised that the Memorandum of Understanding with the York County Conservation District outlines items and procedures that are handled by the Township or by the District. Mr. P. Smith asked who wrote the document. Mrs. Gunnet stated that the District wrote it but she, Mr. Allison and Mr. Hess have reviewed it. Mr. P. Smith commented that he feels it is taking up staff time. Mrs. Gunnet noted that some of it is our responsibility. Mr. Allison added that the Township would be attending some of the meetings anyway. He commented that perhaps reports could be required to assist the Township with meeting our EPA requirements. Since there was not a specific timeframe for when the memorandum needs to be approved, Mr. Allison will check into whether reports could be required.

- N. Freysville Park – Fires on Saturday, May 8<sup>th</sup> – Mrs. Gunnet advised that there were two mulch fires on May 8<sup>th</sup>. The one burnt bushes at the park. She stated that she did obtain a police report. The rest of the bushes were then torn out. She noted that when the signal light is installed at the intersection, these bushes would be eliminated so she did not think that they should be replaced. She added that her concern was that one of the trees was planted in Marlene Workinger’s memory and it should be relocated. The Board asked her to hold off on the replacement and relocation at this time.
- O. Act 537 – Status Report #9 – Mrs. Gunnet advised that the Board has a copy of the status report. There were no questions.

14. Unfinished Business

- A. Panorama Hills Pump Station update – Mrs. Gunnet advised that the Board has a memo regarding the changeover of the engineering from C.S. Davidson to ARRO. Mr. Holweck will be contacting Mr. Hess to discuss further.
- B. Herre Bros. – Trench drains – There was no update.
- C. George Schaffer – 235 Bahn’s Mill Road – water – Mrs. Gunnet advised that she will be meeting with Mr. Schaffer to discuss the agreement.

15. Public Comment – There was none.

16. Supervisors Comments – Mr. P. Smith asked the Board if they had any comments. Mr. Heffner questioned if there was any update on the wiring at the Public Works Building. Mr. Trout advised that he had sent the information to Attorney Pugh.

Mr. J. Smith stated that there are two mailbox replacements on the bills list which greatly differ in price. He asked how we determine the value of the mailbox. Mr. Trout advised that we replace the mailbox with a like kind. Only the materials are paid for. Mr. J. Smith commented that there should be a depreciation value. Mr. Allison stated that he has a Zoning Officer’s Association meeting coming up and he can ask what policy others have. Mr. Trout noted that he only agrees to replace mailboxes that are physically hit by the plow.

Mr. P. Smith advised that he believes that there is an error in the Fire Company Report. Mrs. Gunnet will look into this and notify them. Mr. P. Smith asked if the employees received a copy of their evaluations. Mrs. Gunnet advised that they did.

17. Mr. J. Smith questioned what the welding of the tool boxes was for. Mr. Trout advised that the salt corroded the bottoms of the tool boxes and rather than replacing them, they were fixed. On the motion of Jan Smith seconded by Dean Heffner, the bills were approved. Motion carried. Three votes yes.

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18. The meeting of the Windsor Township Board of Supervisors adjourned at 8:31 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

May 17, 2010

Vera Miller	830 Marvell Drive York PA
Elmer Fromm	50 Oak Drive Red Lion PA
Bernell L. Kohler	454 W. Main Street Dallastown PA
John Stewart	3088 E. Prospect Road York PA
Jim Breyer	125A N. Camp Street Windsor PA
Nevin M. Tyson	125 N. Camp Street Windsor PA
Yvonne Emenheiser	1027 Hastings Boulevard York PA
Allen Emenheiser	1027 Hastings Boulevard York PA
Gene & Bobbie Zimmerman	860 Zimmerman Road Red Lion, PA
Jim Wilson	309 Larkin Drive Red Lion PA
Sheila Wilson	309 Larkin Drive Red Lion PA
Marvin & Alice McKie	375 Sunbury Way Red Lion PA
Charles F. Holmes, Jr.	345 Sunbury Way Red Lion PA
Dennis Potts	Gordon L. Brown & Associates
Bill Davis	Site Design Concepts
Dustin Althoff	Site Design Concepts
Charles Silar	1500 Windsor Road Red Lion PA
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