

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
Budget Workshop

November 7, 2016

The meeting of the Windsor Township Board of Supervisors was called to order at 10:03 a.m. by Chairman Dean Heffner.

Those present: Dean Heffner, Jo Anna Shovlin, Rodney Sechrist, Jennifer Gunnet and Jeremy Trout.

Mrs. Gunnet advised that Keith and Cathy Shaffer have filed a Zoning Hearing Board application to appeal the Zoning Officer's decision and apply for a Special Exception to allow for the cultivation of medical cannabis at 900 Delta Rd., Red Lion. Their attorney is advising that to his knowledge this is the first hearing in Pennsylvania regarding medical cannabis. The hearing is scheduled for Tuesday, November 15, 2016 at 6:00 p.m.

It was noted that Bob Good of Pashek Associates is recommending that a committee for the Community Center Study be organized. The committee should consist of one (1) Board member, the Township Manager, one (1) Windsor Area Recreation Commission board member, the Recreation Director, one (1) or (2) members of the original committee if possible and two (2) or (3) residents of Windsor Township. Mr. Heffner advised that he was willing to serve as the representative of the Board. Other names were given to Mrs. Gunnet of people who may be interested. She will contact them. The committee is scheduled to meet on Monday, December 12 at 6:00 p.m.

There was a lengthy discussion on the information pertaining to the proposed 2017 budget. Below is a listing of some of the matters discussed:

- The purchase of a third vehicle for the Sewer Department was discussed. Mr. Heffner suggested keeping the purchase in the budget but having the Sewer Department use the Highway Department crew cab truck once the new crew cab truck is received. Mr. Trout advised that not having tools on the vehicle is the problem.
- Mr. Heffner stated that he spoke with the Sewer Department and they would like to see Sewer Specialty input into CSDatum. Mr. Trout advised that a meeting is scheduled tomorrow to discuss this. It was noted that funds would be available under Maintenance & Repairs for the cost of this. Mrs. Gunnet expressed her concerns about having photos and videos uploaded to CSDatum as this would increase the cost of storage.
- It was noted that expenditures in General Fund exceeds revenues. There was a discussion on some of the reasons for this. The Board felt it was important to keep the funding in the budget for bridge and storm water pipe repairs.
- The additional funds to be paid to the fire companies was discussed. It was the consensus of the Board to use funds from the Solid Waste Fund for these payments.
- Mrs. Gunnet advised that she will start to work on the proposed Fire Tax in January. She added that she is aware that North Hopewell Township, York Township and Hellam

Township have a Fire Tax. There was a question of how the fire tax affects the results of the fire company membership drives.

- The Recreation Fund has \$10,000 budgeted to extend the walking trail at Freysville Park. Funds were also budgeted for this in 2016. Work is currently underway to expand the walking trail with the funds going farther than anticipated. The 2017 funds may not be needed.
- At the Pre-Budget meeting, there was a discussion about the installation of a water fountain at Freysville Park. Upon researching this, Mrs. Gunnet found that a water fountain that is both ADA certified and freeze/frost resistant costs between \$2200 and \$2500. It was the consensus of the Board to pursue this. It was again noted that the water fountain is to be located so that the security camera system has a clear view of it.
- Mrs. Gunnet advised that she attended a meeting recently regarding ADA accessibility to websites. She explained that there is a "trolling law firm" from the Pittsburgh area that randomly goes on government and utility websites to see if the website is accessible to a person who is visually handicapped or hearing impaired. Readers are available for computers to assist these individuals to read a website. The readers activate close captioning on pictures and videos as well as speak the text that appears on the website. The meeting speaker advised that an accessibility audit should be performed on the website. The average audit costs between \$3000 and \$5000. The website host would then make the necessary corrections as recommended by the audit. Mrs. Gunnet advised that the Township website does not have many pictures and it doesn't have any videos. She suggested contacting our website host for their recommendations instead of spending funds to audit the website. It was the consensus of the Board to proceed.
- The telephone service to both the Administrative and Public Works Buildings was discussed. Mrs. Gunnet is currently working with a Comcast representative to obtain an estimate on the monthly costs to move the six (6) phone lines at the Administrative Building and the two (2) phone lines at the Public Works Building from Verizon to Comcast. The service with Comcast includes unlimited local and long distance calling. She added that the preliminary numbers indicate that it is less expensive to bundle combinations of phone, cable and internet services than what we are currently paying. It is projected that there will be a monthly savings of approximately \$250 and a \$3000 savings for the year. However, the one-time voice activation fee and installation fees will be approximately \$376. The Board agreed to pursue the change in service provider.

Since there were no citizens present, Mr. Heffner did not ask if there was any public comment.

Mr. Heffner advised that the electronics recycling event held on Saturday, October 29th was very successful. Mrs. Gunnet added that two (2) tractor trailers were filled with collected materials. Compensation for the Boy Scout troop was discussed. In the past, the rebate check received from the York County Solid Waste Authority was passed on to the Troop. The rebate is no longer a part of the Solid Waste Authority's program. It was the consensus of the Board to

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compensate the Troop in the amount of \$500. None of the other Board members had any additional comments.

The meeting adjourned at 11:35 a.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary