

WINDSOR TOWNSHIP BOARD OF SUPERVISORS  
April 15, 2019

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

Those present: Dean Heffner, Kathy Kerchner, Rodney Sechrist, Attorney Charles Rausch, John Klinedinst, P.E., Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble. See the attached list of citizens present.

2. Members of a local Boy Scout Troop led those present in reciting the Pledge of Allegiance.
3. On the motion of Kathy Kerchner seconded by Rodney Sechrist, the minutes from the March 18, 2019 meeting were approved. Motion carried. Two votes yes. Mr. Heffner abstained from voting due to not being present at the meeting.
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 an invitation from the York County Solid Waste Authority Green to their Dedication Ceremony for the Ash Recycling and Processing Facility which will be held on June 4<sup>th</sup>. She asked the Board to let her know if they would be attending so she can RSVP.
  - C. Mrs. Gunnet advised that the Zoning Hearing Board interviewed several candidates to fill the vacant alternate position. They felt that the applicants were qualified and narrowed their selection to two people. It is the recommendation of Edward Heindel, Chairman, to appoint Jeff Walker to fill the alternate position and to create an additional alternate position and appoint Joe Mula to this position. Mrs. Gunnet advised that the Municipalities Planning Code allows for three alternates on the Zoning Hearing Board. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board approved Resolution #2019R-04-02 to appoint Jeff Walker and Joe Mula to the Zoning Hearing Board as recommended by the Zoning Hearing Board. Motion carried. Three votes yes.
  - D. Mrs. Gunnet advised that she has received notification from Comcast that there will be a price increase for Acorn TV.
  - E. Mrs. Gunnet advised that she has received a report on the 2018 home sale information and demographics from the Realtors Association of York & Adams Counties. She stated that this year they also included population demographics.

5. Windsor Township Fire & Rescue Association – Scott Gingerich was present.
  - A. Mr. Heffner advised that the next Fire Chief’s meeting will be held on Thursday, April 25, 2019 at 7:00 p.m. at Dallastown Fire Company.
  - B. Merger Update & Questions – Mr. Gingerich advised that an informational meeting will be held on Wednesday, April 17, 2019 at 7:00 p.m. at Red Lion Fire Company.
  - C. Use of former Spring Valley Pool as a training facility – Mrs. Gunnet advised that the association is interested in using the Spring Valley Pool site as a training facility. She noted that they cannot use the parking lot since it is leased. Also, the buildings would need to be kept secure. Mr. Gingerich did not know specifically what training would be taking place but he would keep Mrs. Gunnet informed. It was the consensus of the Board to allow the fire association to use the former Spring Valley Pool Site as a training facility as long as it is kept secured.
  - D. Mr. Gingerich advised that there are still issues with locating house numbers on properties. Mrs. Gunnet noted that an article was placed in the newsletter reminding people to post their address. Mr. Gingerich questioned if there is an Ordinance that requires properties to be posted. Mrs. Gunnet advised that there is. Mr. Gingerich asked if he could report properties that do not have numbers posted to the Township. Mrs. Gunnet stated that he can.
6. York Area Regional Police Department – No one was present.
  - A. The monthly report is available for review.
7. Zoning Hearing Board – Presentation to Darwin Dosch – Zoning Hearing Board members Chairman Ed Heindel, John Cheeseman and Jack Dehoff were present. Mr. Heindel advised that they would like to recognize Darwin Dosch for his service on the Zoning Hearing Board. He stated that Mr. Dosch had been an asset to the Board with his good common sense decisions. He added that Mr. Dosch recently moved out of the Township and therefore can no longer serve. He noted that Mr. Dosch has served the Township for 18 years on the Recreation Board, Planning Commission and Zoning Hearing Board.

Mr. Cheeseman presented Mr. Dosch with a certificate of appreciation for his dedication and service to the residents of Windsor Township. He commented that his shoes were so big to fill that it took two people to replace him.

Mr. Dosch noted that he still owns a building lot in the Township and could perhaps move back and serve in the future. He thanked everyone for their confidence in him. He stated that he was glad to be able to serve the residents of the Township.

Pictures were taken of Mr. Dosch being presented with the certificate from Mr. Heindel and Mr. Cheeseman.

8. Subdivision Plan for Approval:

A. METZGER, FREDERICK N. & JULIA A. – Final Subdivision Plan #04302018 by Douglas Crawford, PLS, 2 lots along Mt. Pisgah Road – Zane Williams advised that this subdivision combines two lots into one building lot. Mr. Allison noted that the owner obtained approval from the Zoning Hearing Board to create a lot in the Agricultural zone in excess of two acres. He added that there are two waiver requests. The first is of Section 304.2.B for plan size and the second is of Section 503.2 for the installation of sidewalks. The Windsor Township Planning Commission has reviewed the plan and is recommending approval of the waivers and the plan.

On the motion of Kathy Kerchner seconded by Dean Heffner, the Board approved the waiver requests. Motion carried. Three votes yes.

On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Board approved the plan. Motion carried. Three votes yes.

9. Subdivision Plan for Discussion:

A. HOWARD/SNOOK PROPERTIES WEST – Preliminary Subdivision Plan #120817 by James R. Holley & Associates, 292 lots along East Prospect Road, Stonewood Road, and Freysville Road (Traffic Study – Rt.124/Freysville Road) – Attorney Stacey MacNeal advised that Albert Howard and his two sons, Greg and Keith are present this evening as well as Jon Seitz from TRG, Inc. She stated that they were before the Board at the end of last year to discuss the road improvements at the East Prospect/Freysville Road intersection. She commented that although it met the requirements, the Township was not in favor of a 4 way stop and preferred a roundabout. She advised that they received PennDOT's review letter in January and they are requiring a traffic signal or roundabout. She noted that the developer cannot financially commit to these types of improvements at this time so they went to Mr. Seitz to discuss ways to reduce the impact. Attorney MacNeal advised that Mr. Seitz had recommended removing the 56 lots proposed on the eastern side of Freysville Road and creating a deed restriction for a 55+ community. With these changes, no improvements would be required at the intersection.

Mr. Heffner questioned if all the lots would be 55+. Attorney MacNeal stated that they would. She added that there are Federal FHA regulations that must be met to qualify as a 55+ community. They originally proposed to advertise the development as such but did not want to go through the steps to have it formally approved this way. However, the traffic study can only be adjusted if there is a specific deed restriction designating it as a 55+ community.

John Cheeseman, Cranberry Lane, commented that if the banks were leveled off at the Freysville/East Prospect Road intersection it would improve the site distance. Attorney MacNeal informed that they do not own any of the land at the intersection and are not required to make off site improvements.

Attorney MacNeal stated that they wanted to get input from the Board to determine if they would be satisfied with these changes. Mr. Klinedinst commented that they sound reasonable and he would review the revised study.

Mr. Allison questioned what language they were looking for in a new letter to PennDOT. Attorney MacNeal advised that they would like it to say that the Township has reviewed the traffic study and it meets Township ordinance regulations.

Mr. Sechrist questioned at what location the development would begin. Attorney MacNeal advised that it will be across from Locust Grove Elementary School. Country-By-Way will be relocated to align with Nina Drive.

Mr. Allison asked when the plans for the eastern side of Freysville Road would be withdrawn. Attorney MacNeal stated that it would be done once the traffic study is approved.

Attorney Rausch advised that the Township had a 55+ community in the Township previously and the properties did not sell as anticipated and the developer requested relief from the restriction. Attorney MacNeal informed that these types of communities are selling well now and are predicted to continue to do so. She added that there will be a Homeowner's Association and a specific deed restriction. She commented that a note could be put on the subdivision plan as well.

Attorney Rausch questioned why they need a letter from the Township regarding the traffic study. Attorney MacNeal advised that PennDOT requires a letter as part of the submission.

Mr. Allison questioned when the Township would see a revised preliminary plan. Attorney MacNeal commented that they have some stormwater issues to finalize first and they would like to receive the results of the traffic study before resubmitting.

10. Solicitor:

- A. Gemcraft Homes – Taylor Estates, Phase 2 detention pond – April 30, 2019 deadline – Attorney Rausch advised that he sent an email to Brian Fromme reminding him of the April 30<sup>th</sup> deadline to complete the detention basin at Taylor Estates, Phase 2. He stated that he has not received a response. Mrs. Gunnet questioned what the next step would be if they do not meet the deadline. Attorney Rausch advised that the Board can address the situation at the May meeting. Mr. Klinedinst noted that C.S. Davidson would need to verify that the work is completed. He added that if the Board is going to grant another extension, it should be for 30 days. Mr. Allison advised that the two houses that are under construction are almost complete and there is a note on the Building Permits that a Certificate of Occupancy will not be granted until the basin is complete. It was the consensus of the Board to grant a 30 day extension to Gemcraft Homes to complete the Taylor Estates, Phase 2 detention pond.

11. Township Engineer:

- A. Windsor Manor Pump Station Phase-Out – Bid Results, Appraisal – James Breyer, Easement Agreement – Windsor Lions Club, WTS Properties LLC, Michael W. Huber, Wynthrop Partners LP, Brenda Smeltzer – Mr. Klinedinst advised that the bid was opened and the low bidder was DOLI Construction Corporation in the amount of \$521,441. He noted that there was an alternate bid to connect a user but that will not be done. Mr. Klinedinst commented that there were some negative reviews on Facebook for this contractor. He stated that he spoke directly with some of their customers and did not receive poor reviews. He advised that he has not found any grounds to disqualify them from being awarded the bid. Attorney Rausch stated that in his experience with the company, they can be aggressive in challenging. Mr. Klinedinst commented that a full time inspector may be needed. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board awarded the bid to DOLI Construction Corporation. Motion carried. Three votes yes.

Mrs. Gunnet advised that an appraisal is no longer needed for the Breyer property and all six right-of-way agreements have been obtained. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the right-of-way agreements for James Breyer, Windsor Lions Club, WTS Properties LLC, Michael W. Huber, Wynthrop Partners LP and Brenda Smeltzer. Motion carried. Three votes yes.

- B. Community Center Design – Update – Mrs. Gunnet advised that C.S. Davidson is putting a team together. A meeting will be held in May.
- C. Security Reduction – Wisheaven Condominiums – Mr. Klinedinst advised that he received a request for security reduction for Wisheaven Condominiums. He stated that he is recommending a reduction in the amount of \$36,316.00 which will leave a balance of \$154,645.05. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board approved the security reduction based on the recommendation of the Township Engineer. Motion carried. Three votes yes.

12. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for April. Mr. Sechrist questioned when the training will take place on the vac truck. Mr. Trout stated that it is scheduled for April 22<sup>nd</sup> and 23<sup>rd</sup>. He asked who would be attending. Mr. Trout advised that it would be all three Sewer Department employees and Mr. Nye from the Highway Department.
- B. Pave-In-Place bid results – Mrs. Gunnet advised that the Board has a copy of the bid results. The low bidder is Highway Materials. Mr. Trout commented that the amount of the bid is higher than anticipated and road projects may need to be dropped. He added that Martin Paving will be laying the blacktop and they have been used in the past with no issues. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.
- C. Approval to purchase - One Man Leaf Truck (DEP Grant) – Mrs. Gunnet advised that she has received the grant paperwork from PennDEP and the leaf truck can now be ordered. The cost for the truck is \$170,000 and after the grant funds, the Township will be responsible for approximately \$18,000. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board approved the purchase of a one man leaf truck. Motion carried. Three votes yes.
- D. Mr. Trout reported that the 2004 F250 blew a spark plug and it is estimated between \$1,000 to \$1,200 to repair it. He questioned if the Board would like to repair it or sell it on MunicBid. Mr. Heffner questioned how many miles are on the truck. Mr. Trout estimated it at 160,000. It was the consensus of the Board to sell the truck “as is” on MunicBid.

13. Other Business:

- A. Mr. Heffner advised that the Board has received the Zoning Report for March. There were no questions.

- B. Mr. Heffner advised that the Board has received a copy of the Township Manager Report for March. There were no questions.
- C. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer's Report for March. There were no questions.
- D. Mrs. Gunnet advised that the new hire, Bryan Reichard, does not have a CDL. He has signed the Conditional Offer of Employment and Training Agreement. This Agreement states that the Township will pay for the CDL training and testing but if he leaves employment with the Township within 1 year, he is responsible for 100% reimbursement of the costs and if he leaves within 2 years, he is responsible for 50% reimbursement. The estimated cost is \$1,800.

It was asked if a tanker license is needed to operate the vac truck. Mr. Trout stated that it is required and Mr. Dehoff and Mr. Sematoske already have their licenses.

- E. Mr. Heffner advised that an Electronics Recycling collection will be held on Saturday, April 27<sup>th</sup> from 9:00 a.m. to 12:00 p.m. at the Public Works Building. The event is for Township residents only.
- F. Mr. Heffner advised that the meeting scheduled for May 6, 2019 will be cancelled.
- G. Windsor Area Recreation Commission – Update – Mrs. Kerchner advised that WARC is requesting that the Township mow the soccer fields off Cape Horn Road beside Equine Meadows. She stated that they are currently paying \$125 per week for eight weeks over the summer. Mowing can be reduced to every other week in the fall. The total number of weeks is twelve. There are three soccer fields and it takes approximately two hours to mow. Mr. Trout commented that this will take time from the other fields and property that needs to be maintained. Mr. Sechrist advised that the Township purchased a large mower to use on the fields and this is a good use. It was the consensus of the Board to take over mowing the soccer fields on Cape Horn Road.

Mrs. Kerchner noted that WARC had questioned if there was an update on a field location in regards to the Kensington development. Mrs. Gunnet advised that the invoice had been sent to them for recreation fees in lieu of providing a field but it has not been paid yet.

Mrs. Kerchner reported that WARC is concerned about the flooding in the Windsor Wonderland playground. Mrs. Gunnet advised that the only way to fix the problem is to remove the equipment and raise the ground level. Mr. Trout noted that the water

can be pumped out of the area. The area will be regraded before new equipment is installed.

Mrs. Gunnet advised that she has received a request from Mr. Shaffer asking permission for Howard Clever, his field maintenance coordinator, to use the Township's sandpro at the offsite fields. There are two fields at Clearview Elementary, one at Pleasant View Elementary and one at LJM Elementary. He would load the sandpro onto his trailer and haul to the fields. Mrs. Kerchner stated that earlier in the day, Mr. Shaffer had contacted the Board members about the potential purchase of a piece of equipment that could be used on the fields and all members were in agreement to make the purchase. She stated that she is not in favor of having Mr. Clever haul the Township's equipment since he is not a WARC employee.

- H. Mr. Heffner advised that Community Volunteer Day at Freysville Park will be held on Saturday, May 18<sup>th</sup> beginning at 9:00 a.m.
- I. Fire Tax – Exempt properties – Mrs. Gunnet advised that when the Fire Tax was added to the tax bills, all properties that were exempt from Real Estate tax are also exempted from the Fire Tax. She stated that she contacted the County to have the Fire Tax added to all bills and was informed that because it is a municipal tax, it is assessed the same as the Real Estate Tax.
- J. Jack Dehoff – Crop planting at Public Works Building – Mrs. Gunnet advised that Jack Dehoff farms the land behind the Public Works Building. He has approached her with a request for permission to grow industrial hemp at this location because it is more secluded. Information on industrial hemp has been provided to the Board.

Mr. Dehoff informed that he was contacted by the owners of Wynridge Farms. They have purchased the equipment to process the product and are looking for 1,500 acres to be planted with the industrial hemp. He stated that the plant would be planted in the spring. It would grow to approximately 4' high and then it would be mowed in September. It would be baled and then hauled to a location in the old Yorktown Cabinets building. The fiber is stripped from the outside of the stalk. This fiber is being used in blacktop and is being used in the track that the athletes will be running on in the Olympics.

Mr. Dehoff stated that he is interested in pursuing the planting but needs the landowner's approval. Mr. Sechrist questioned how many acres he plans to farm. Mr. Dehoff advised that it would be approximately 25. Mr. Heffner questioned if you only get one crop per year. Mr. Dehoff confirmed this. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved for Mr. Dehoff to farm

industrial hemp at the fields behind the Public Works Building. Motion carried.  
Three votes yes.

- K. Resolution #2019R-04-01 – Amendment to Personnel Policy – Sick Day payout upon retirement – Mrs. Gunnet advised that a Resolution has been prepared to increase the payout amount for sick days upon retirement that was discussed at the last meeting. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the Resolution. Motion carried. Three votes yes.
- L. Replacement of playground equipment – Mrs. Gunnet advised that she has provided the Board with information on playground equipment. She noted that the current equipment is geared toward 5 to 12 year olds. The only ADA accessible items are the swings. She stated that the new configuration could be split into areas for 2 to 5 year olds and 5 to 12 year olds. She noted that if one set of equipment is geared toward all age groups, more DCNR points are awarded. Mr. Klinedinst recommended this design. Mrs. Gunnet commented that ramps would need to be put on some of the equipment to meet ADA guidelines. Mr. Klinedinst added that the Township will not qualify for a grant if ADA requirements are not met.

The current equipment area is 4,104 square feet. One of the new design options is 3,800 square feet. The cost for the equipment would be \$175,000. The labor for installation is 40% of equipment cost, making the total \$245,000. Stand alone pieces can also be purchased and can range from \$5,000 to \$8,000. A new swingset would cost \$1,600.

Mrs. Gunnet advised that she and Mr. Shaffer had also met with two different companies regarding the type of surface area. There are two different options for a poured in place application. There is an option that would cost \$14 per square foot and would have an 8 to 10 year lifespan and would need to be sealed every 3 to 5 years. The other application is \$16 per square foot but it has no maintenance requirement and the lifespan is 25 to 30 years. The area inside the fence is 12,200 square feet. This would make the cost \$171,000 and \$195,000 respectively. If the surface area was reduced to the fall zone, the cost would decrease to \$103,000 and \$118,000. Mrs. Gunnet advised that playground mulch is an acceptable flooring and costs approximately \$20.25 per cubic yard. Mr. Heffner commented that if the drainage issue is fixed, mulch may be able to be used.

Mrs. Gunnet advised that the designers need a budget to start planning. There should be 3 to 4 design options. She noted that the cost for removal was not discussed. She commented that because the installation needs to be precise, she thinks it would be better to have the company do this.

Mrs. Gunnet stated that no decisions need to be made at this time but to think about these options so that a decision can be made in the future.

14. Unfinished Business:

- A. Possible amendment to Zoning Ordinance – Wedding & Event Venues – Mr. Allison advised that he and Attorney Rausch received information from Attorney Sharnetzka on Thursday but neither have had the opportunity to review it. The topic was tabled.
- B. Possible amendment to Zoning Ordinance – Creation of an agricultural lot – The topic was tabled.

15. Public Comment – Mr. Heffner asked if there were any public comments and noted that if speakers do not wish to have their address recorded, they must state this when speaking. There was none.

16. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mr. Sechrist thanked the Scouts for being present and leading the Pledge of Allegiance. Neither Mrs. Kerchner nor Mr. Heffner had any comments.

17. On the motion of Rodney Sechrist seconded by Dean Heffner, the bills were approved. Motion carried. Three votes yes.

18. The meeting of the Windsor Township Board of Supervisors adjourned at 7:23 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

April 15, 2019

Christopher Kraft  
Albert Howard  
Keith Howard  
Stacey MacNeal  
Jeff Walker  
Greg Howard  
Zane Williams  
Fred Metzger  
Jack Dehoff  
Ed Heindel  
John Cheeseman  
Darwin B. Dosch  
Bonnie Vanover  
Joel Vanover  
Alesia Buer  
Malachi Buer  
Wyatt Buer  
Noah Koller  
Scott Gingerich

C.S. Davidson, Inc.  
75 Country By Way York PA  
165 Country By Way York PA  
345 E. Market Street York PA  
1241 Christensen Road York PA  
260 Country By Way York PA  
403 Beaumont Road York PA  
521 Oakwood Drive Dover PA  
400 Kendale Road Red Lion PA  
Windsor Twp Zoning Hearing Board  
Windsor Twp Zoning Hearing Board  
800 Taylor Road Windsor PA

415 Pauline Drive Red Lion PA  
415 Pauline Drive Red Lion PA  
415 Pauline Drive Red Lion PA  
655 S. Pine Street Red Lion PA  
Felton Fire Company