

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

March 5, 2012

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

Those present: Dean Heffner, Paul Smith, Rodney Sechrist, Attorney Charles Rausch, Jennifer Gunnet, and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. On the motion of Rodney Sechrist seconded by Paul Smith, the minutes of the February 20, 2012 and February 21, 2012 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 an invitation from Yoe Fire Company to their appreciation dinner which will be held on Saturday, April 28<sup>th</sup>. She asked the Board to let her know if they will be attending so she can RSVP.
5. Windsor Township Fire & Rescue Association – No one was present.
6. York Area Regional Police Department – Officer Sampere was present. He did not have anything to report.
  - A. The monthly report for January is available for review.
  - B. Speed Summary Report – Witmer Road – Mr. Heffner commented that he saw on the report that someone was driving 72 mph. Officer Sampere advised that sometimes people try to see how fast they can register on the machine.
7. Solicitor – Attorney Rausch advised that he did not have anything to report.
8. Other Business:
  - A. Update – Freysville Intersection – Mrs. Gunnet advised that a meeting was held last Thursday between PennDOT, C.S. Davidson and Stewart & Tate. She stated that not all of the handicap ramps meet ADA requirements and will need to be replaced at the contractor's expense. Mr. Sechrist asked what was wrong with them. Mrs. Gunnet stated that they did not meet the correct slope requirements. This means that a portion of the sidewalk will also need to be replaced. She advised that they plan to start the milling of the road on April 15<sup>th</sup> and will then proceed to paving. The paving will be done overnight. She noted that the nearby property owners will be notified.  
  
Mr. Smith asked if there is an update with Verizon. Mrs. Gunnet advised that there are negotiations taking place between Met-Ed and Verizon. She stated that she has left several messages with the contacts at Met-Ed but has not received a response. She added that she intended to contact Representative Saylor if there is no response within the next week.

9. Windsor Township Fire & Rescue Association – Dan Orwig advised that the information on the roof simulator has been submitted to the Zoning Officer.
  - A. Mrs. Gunnet advised that the Township would like to take this opportunity to recognize two members of the Association. She stated that Dan Orwig is retiring as Chief of Laurel Fire Company after 30 years of service and Barry Myers is retiring as Chief of Yoe Fire Company after 22 years of service. Plaques were presented to both gentlemen and photos were taken. Mr. Heffner commented that it is hard to find volunteers that will devote this kind of service. The Board thanked them for their service.
  - B. Mrs. Gunnet advised that the Board has received the 2011 Fire Call Report.
10. Other Business (continued):
  - A. WARC – Yorkana ballfield – Mrs. Gunnet advised that when Texas Eastern installed the gas line, it affected the field. Compensation in the amount of \$2,000 for restoration fees had been paid to the Yorkana Fire Company. A portion of these funds were to be used to purchase diamondtux. She stated that once purchased and delivered, it would need to be spread. Mr. Smith advised that there is not a signed agreement that the Township has the first rights to this field and does not feel that the Township should be involved until an agreement has been signed. He added that he has even offered to have the Township draft the agreement. There was discussion on the number of baseball teams and the lack of available fields. Mr. Smith stated that it was his understanding that the money for the diamondtux would be forwarded to WARC and they would make the purchase and pay for it.

Mrs. Gunnet questioned who the agreement would be between. Mr. Smith stated that he feels it could be a three way agreement between Windsor Township, WARC and Yorkana Fire Company. Mrs. Gunnet advised that she would contact the Fire Company to discuss the agreement.

Mrs. Gunnet advised that the infields at Pleasant View Elementary are hard and requested permission to take the Sand Pro to the fields to drag them. She stated that it would only be for the spring season which would run from March until July. She noted that the school district purchases and spreads the diamondtux but does not drag the fields. Mr. Smith asked who would be dragging the field. Mrs. Gunnet advised that Mr. Kerchner would do the work because she thought a CDL would be required to drive the truck with the trailer and Mr. Lewis does not have a CDL. Mr. Sechrist did not feel that a CDL would be required. **It was the consensus of the Board to have the Township staff drag the infields at Pleasant View once a week.**

Mr. Smith questioned if the infields would need to be dragged at LJM Elementary. Mrs. Gunnet advised that it has a grass infield that the baselines do not need to be dragged.
  - B. Mr. Heffner advised that the Board has received the Township Manager’s Report for February. There were no questions.
  - C. Construction – Rt. 124 at “S” turn – Mrs. Gunnet advised that she has received notification that the contractor will be moving in on March 19<sup>th</sup>. Effective April 1<sup>st</sup>, East Prospect Road will be closed. She noted that she has been provided with the detour route. There was discussion on the route. It was noted that the garbage truck detour will not be located within Windsor Township. She noted

that emergency services, the Red Lion Area School District and Modern Landfill have all been made aware of the road closing and detour. The road is projected to be closed for 4 months.

- D. Onlot Sewage Fee increase – Mrs. Gunnet advised that the Board has received information on Mr. Poe’s proposed rate increase. She stated that the last increase was in 2004 and she feels that the increases are reasonable. She advised that she will prepare a Resolution to amend the Fee Schedule for the next meeting.

E. **Resolutions accepting offer of dedication:**

Resolution #2012R-03-01 – Red Lion Area School District – LJM Elementary School  
for ADA parking spaces – Windsor Rd.

Resolution #2012R-03-02 – Red Lion Municipal Authority – White Oak Rd.

Resolution #2012R-03-03 – Benjamin E. & Geneva K. Frey Estate & Kathleen M.  
Spahr – White Oak Rd.

Resolution #2012R-03-04 – Benjamin E. & Geneva K. Frey Estate & Kathleen M.  
Spahr – Manor Rd.

Mrs. Gunnet advised that at the end of 2011, there were 4 subdivisions that were recorded that dedicated right-of-way to the Township. She stated that Resolutions have been prepared accepting the offer of dedication. **On the motion of Rodney Sechrist seconded by Paul Smith, the Resolutions were approved. Motion carried. Three votes yes.**

- F. Mr. Heffner advised that the Dog Officer’s Report for February is available for review.

Mrs. Gunnet advised that a memo had been attached to the report noting that they were having problems with one of their subcontractors not responding to calls. She stated that the Township has not received any complaints.

11. Unfinished Business:

- A. Panorama Hills Pump Station – Mrs. Gunnet advised that she has a signed Utility Easement Agreement from **Floyd & Anne Warner**. Approval is needed for the Chairman to sign. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board approved for the Chairman to sign the agreement. Motion carried. Three votes yes.**

Attorney Rausch advised that has prepared Resolution **#2012R-03-05 for the Declaration of Taking for the Dorothy Lanus property**. He stated that this means that eminent domain will be used to obtain the necessary easement on the property. **On the motion of Rodney Sechrist seconded by Mr. Smith, the Board approved the Resolution. Motion carried. Three votes yes.**

- B. Renegotiation of Host Municipal Agreement – There was no update.

- C. Husson Road – Attorney Rausch advised that he will be sending a letter to Mr. Voytek.

- D. Performance evaluations – Mrs. Gunnet advised that she did not know if the Board wanted to keep this item on the agenda. It was the consensus that they did not want to since they had previously decided to postpone the evaluations.

Jan Smith questioned why this is being postponed. Mr. Heffner advised that they are determining if the evaluations are worthwhile. Mr. J. Smith stated that he is aware of the costs that were spent to create this program. He stated that without evaluations, the employer cannot tell how well an employee is working. Mr. Heffner advised that since the staff is small, he feels that there are other methods to evaluate the employees. He commented that one method is the attendance reports. Mr. J. Smith commented that he feels each employee needs to be rated separately. Mr. Heffner noted that there is not much room to change positions within the Township.

Mr. J. Smith questioned if Mr. Sechrist has used evaluations in the past. Mr. Sechrist advised that he has not but he is reviewing them now.

Mr. J. Smith commented that he feels raises should be based on merit not a flat rate.

12. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking. John Cheeseman questioned where the closing on East Prospect Road would take place. Mrs. Gunnet advised that it would be closed from Miller Drive to Christensen Road.
13. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mr. Sechrist did not have any.

Mr. Smith questioned if the Red Lion Municipal Authority has appointed anyone to the vacancy on their Board. Mrs. Gunnet advised that she had submitted both his name and Paul Ilyes but there has been no update. She stated that it is the responsibility of Red Lion Borough to appoint someone to the position.

Mr. Heffner advised that he is concerned about the increasing gap between the starting wages for a Skilled employee and an Unskilled employee. He stated that by doing percentage based increases, the amount between the two is increasing. He suggested keeping the starting wages increase at a flat rate. There was discussion on how this relates to the different positions and the gap. Mr. Smith was not concerned with the method used. Mr. Heffner commented that he is not in favor of percentage based increases.

14. On the motion of Rodney Sechrist seconded by Paul Smith, the bills were approved. Motion carried. Three votes yes.
15. The meeting of the Windsor Township Board of Supervisors adjourned at 6:36 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

March 5, 2012

Vera Miller

Dan Orwig

Barry Myers

Grant Gouker

Kevin Gibney

Gene & Bobbie Zimmerman

John Cheeseman

Jan Smith

Charles Silar

Officer Mike Sampere

Laurel Fire Company

Yoe Fire Company

100 Chandler Drive Red Lion PA

905 Manor Road Windsor PA

860 Zimmerman Road Red Lion PA

1500 Windsor Road Red Lion PA

York Area Regional Police Department