

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

October 15, 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, Attorney Charles Rausch, Jennifer Gunnet, Jeremy Trout and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. On the motion of Paul Smith seconded by Dean Heffner, the minutes of the October 1, 2012 Pre-Budget Workshop and October 1, 2012 regular meeting were approved. Motion carried. Two 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 the Leo Independent Fire Engine Company's annual appreciation banquet which will be held on Saturday, November 10th at Kerry's Green. She asked the Board to let her know if they would be attending so she could RSVP.
 - C. Mrs. Gunnet advised that she has received a letter from Red Lion Area Community Services thanking the Township for the donation.
 - D. Mrs. Gunnet advised that she has received an email from the York County Commissioners inviting the Board to a Town Hall meeting on Thursday, October 25th at the York County Emergency Services Center. Mrs. Gunnet noted that this is the same date as the meeting with the Fire Companies. She stated that there is an alternative meeting which will be held in Hanover if the Board is interested in attending.
5. June Lloyd – Kaltreider-Benfer Library – June Lloyd and Debbie Mitzel were present on behalf of the Kaltreider-Benfer Library. Ms. Lloyd provided a handout for the Board which highlighted statistics from 2011 and listed future plans. She advised that 35% of Windsor Township residents have a library card which is higher than the overall County figure. She stated that the library offers programs and services for people of all ages, including free internet service. She noted that the library is also part of the York County Library System. Ms. Lloyd thanked the Board for their donation and continued support of the library.
6. Solicitor:
 - A. Attorney Rausch advised that he has been contacted by Attorney Jeff Rehmeier regarding the security posted by the Red Lion Area School District for the Dietz Road extension. He stated that it costs the school district approximately \$2,700 each year to keep the Letter of Credit open. He stated that they are requesting that an escrow account be created to ensure funding is available but relieve the school district of the fees. **It was the consensus of the Board to allow for the escrow account based on the school district being another government entity.**

7. Township Engineer – There was nothing to report.
8. Public Works:
 - A. Mr. Heffner advised that the Board has received the Monthly Report for October. Mr. Smith questioned why the liner broke away from the manhole that Abel Recon will be repairing. Mr. Trout advised that there were similar problems in the past. He stated that he believes it is associated with the gases that are released.
 - B. Mr. Heffner advised that the Board has received a list of the Fall and Winter projects from Mr. Trout. There were no questions.
 - C. **Sale of 1998 GMC Dump Truck** – Mr. Trout questioned if the Board would like to use MunicuBid to sell the GMC Dump Truck. It was the consensus of the Board to do so.
 - D. **Snow Plow Bid results** – Mrs. Gunnet advised that the bid results are attached to the Board’s agenda. She stated that there was only one bidder. She noted that a second bid was received one day late. She commented that the bidder did not take into account that mail was not sent on Columbus Day. Attorney Rausch advised that the bid would be considered non responsive. The Board would have the option to rebid or accept the bid that was received. Mr. Smith questioned if the bid could be accepted because of the postmark. Attorney Rausch advised that it would be based on how the bid specifications were worded; whether it stated “received by” or “postmarked by”. In this case, it was worded “received by”.

There was discussion on the possibility of going to two shifts for snow removal. Mr. Trout expressed his concerns about delaying the opening of the roads, noting that road conditions can deteriorate and ice can form. Mrs. Gunnet advised that eventually it will be necessary to go to two shifts due to CDL limitations. However, the Township is not at this point yet. It was noted that Mr. Kerchner, Mr. Dehoff, Mr. Sematoske and Mr. Strayer will all be available to assist with snow removal.

On the motion of Paul Smith seconded by Dean Heffner, the Board awarded the snow plow bid to Jackie Trout. Motion carried. Two votes yes.

9. Other Business:
 - A. **Proposed Zoning Ordinance – Possible public hearing and adoption date** – Mrs. Gunnet advised that the Board has received a copy of the letter from the York County Planning Commission recommending approval of the Ordinance. They had five comments, none of which was major, and Mr. Hess is making the necessary changes. It is not necessary to send the revisions back to the York County Planning Commission. Mrs. Gunnet advised that the soonest date available to hold the Public Hearing would be November 19th. Mr. Heffner stated that he would like to hold the hearing on that date. Mr. Smith agreed.

Mr. Smith noted that the R-R zone does not require public sewer. He stated that this should have an impact on the Panorama Hills pump station upgrade and he hopes this is being taken into account with the designs. Mrs. Gunnet commented that she believes that they would still have the option to connect to public sewer. She will clarify this and report back. Attorney Rausch asked if the Ordinance would be proposed for adoption the same evening. Mr. Heffner stated that he feels it should be advertised that way. Mr. Smith asked if the Board would be required to adopt it that evening. Mrs. Gunnet advised that it would not be required. **It was the consensus to advertise the Public Hearing and possible adoption of the Zoning Ordinance for November 19, 2012.**

- B. Mrs. Gunnet advised that the Board has received the Dog Officer Report for September. There were no questions.
- C. Mr. Heffner advised that the Board has received the Township Manager Report for September. There were no questions.
- D. Mr. Heffner advised that the Board has received the Zoning Officer's Report for September. There were no questions.
- E. **Proposed changes to Township website** – Mrs. Gunnet advised that the Board has received information from Mrs. Coble regarding possible changes to the Township website. Mr. Smith questioned if the address would be listed on the home page. Mrs. Coble advised that the same header would be used with the Township emblem, mailing address and email address on each page as it is now. She added that once the Zoning Ordinance is approved, she would like to add additional zoning information as well. **The Board agreed to the changes.**
- F. Fall newsletter update – Mrs. Gunnet advised that she provided a cost comparison between the Spring newsletter and the paperless Fall newsletter to the Board. She stated that there was a sizeable savings. She noted that there will be more mailed next spring as more people have requested a paper copy. Mr. Smith added that it may not be necessary to mail to those in Longstown Village because some can be left at the community building.
- G. **Extension of Site Improvement Agreement – Wisehaven Condominiums** – Mrs. Gunnet advised that a bond had been posted for security for Wisehaven Condominiums. The Site Improvement Agreement is about to expire and they are requesting a one year extension to complete the work. **On the motion of Paul Smith seconded by Dean Heffner, the Board granted a one year extension. Motion carried. Two votes yes.**

10. Unfinished Business:

- A. Panorama Hills Pump Station – Update on right-of-ways – Mrs. Gunnet advised that the Agreement has been prepared for the Allen property which is located in York Township. She stated that the Board had previously approved to pay for two sewer hookups. The cost would be \$1,519 per hookup plus the right-of-way payment of \$641.48. **On the motion of Paul Smith seconded by Dean Heffner, the Board approved the Agreement. Motion carried. Two votes yes.**

B. Phil Holloway – Chapelwood Estates detention pond – Mrs. Gunnet advised that Mr. Holloway will be submitting another right-to-know request but it has not been received yet.

11. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking. There was none.
12. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Neither Mr. Smith nor Mr. Heffner had any comments.
13. On the motion of Paul Smith seconded by Dean Heffner, the bills were approved. Motion carried. Two votes yes.
14. The meeting of the Windsor Township Board of Supervisors recessed at 6:29 p.m. until Thursday, October 25, 2012 at 6:00 p.m. at the Administrative Office for contract negotiations with the Windsor Township Fire & Rescue Association.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

October 15, 2012

Deborah Mitzel
June Lloyd
Gene & Roberta Zimmerman
Alan Brillhart

620 Bella Vista Road Red Lion PA
3117 Lakefield Road York PA
860 Zimmerman Road Red Lion PA
Knaub Lane Red Lion PA