

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

January 21, 2013

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

Those present: Paul Smith, Dean Heffner, Rodney Sechrist, 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 Rodney Sechrist seconded by Dean Heffner, the minutes of the January 7, 2013 meeting 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.
5. **Husson Road Bridge** – Jason Snyder and Dave Hogleund of Rettew Associates and Dusty Grove, North Hopewell Township Supervisor, were present. Mr. Snyder advised that Mr. Hogleund is the company's Chief Bridge Engineer and he will present information on the Husson Road Bridge replacement. Mr. Hogleund stated that the Husson Road bridge will be replaced by North Hopewell Township with cooperation from Windsor Township. He explained that the type of bridge that they are proposing is a GRS abutment bridge. He noted that this bridge is good for low clearance and a low volume road. He advised that the bridge is constructed of layers of stone, geogrid and block and finally steel beams. Mr. Hogleund commented that there is only one bridge of this design in Pennsylvania but it has been used in other states. The bridge is easily constructed and can be done by municipal forces. He showed the Board a display with samples of completed bridges with this design.

Mr. Hogleund advised that the bridge is endorsed by FHWA. It is also endorsed by PennDOT and will soon be liquid fuels approved. He stated that the new manual will come out in April or May which will have the listing of approved materials and applications. Mr. Sechrist questioned the weight limit for the bridge. Mr. Hogleund stated that it is 72,000 pounds. Mr. Smith asked what happens if PennDOT does not list this bridge as an approved method. Mr. Hogleund advised that a PennDOT representative from District 2 is pushing this and he feels confident that it will be approved. Mr. Heffner questioned the undermining of the bridge. Mr. Hogleund stated that there will be a 3' to 4' deep geotextile wrapped stone footer which is designed for the 100 year flood. The scour depth is determined through analysis and engineering.

Mr. Hess commented that he is sure that the bridge can be engineered to ensure that it will work but his only concern is that this is a newer type of installation so there are no long term results. He questioned if there is a warranty on the bridge. Mr. Hogleund stated that the materials would have a warranty. Mr. Hess noted that it is a considerable savings over a concrete arch bridge. The cost for the GRS abutment bridge is approximately \$60,000 versus the arch bridge ranging between \$200,000 and \$250,000.

Mr. Smith questioned who would install the bridge. Mr. Hoglund stated that North Hopewell Township employees would construct it with the help of a few contractors. Mr. Snyder stated that the contractors have experience in bridge construction and would be donating their time.

Mr. Smith expressed his concern that the proposed bridge is only 14' wide and the existing is 19'. Mr. Snyder commented that there is no agricultural equipment that needs to cross this bridge therefore one lane is sufficient. He added that it is not a hardship to go around it.

Mr. Smith asked if the Township gets liquid fuels money for this road. Mrs. Gunnet advised that we do. Mr. Trout stated that it is not necessary to bring the road up to specifications to receive funding. Mr. Snyder added that he did not intend to use liquid fuels to pay for the construction because an extreme bridge is not necessary for this road. He stated that it will accommodate fire equipment and garbage trucks.

Mr. Snyder noted that this is a cost sensible solution. He stated that he does not feel that there is an issue with a steel deck but it will need to be painted every 10 years. Mr. Smith commented that the Township uses new technology all the time.

On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the GRS abutment bridge.

Elmer Fromm commented that it had been stated that the maximum weight is 72,000 pounds but a fire truck is 76,000. He advised that if there were an issue, the liability would shift to the fire department. Mr. Hoglund stated that the bridge is not posted with a weight limit.

Motion carried. Three votes yes.

6. PLANS FOR APPROVAL:

A. **THOMAS A. & SUSAN D. FERGUSON – Final Subdivision Plan #12010 by Shaw Surveying for two (2) lots along Delta Road** – Grant Anderson of Shaw Surveying advised that the Fergusons own a 1.4 acre tract along Delta Road. A portion of the property is located behind the adjacent property. This plan adds .4 acres from the Ferguson tract to the neighboring lot. Mr. Allison advised that all comments have been addressed. **On the motion of Rodney Sechrist seconded by Dean Heffner, the plan was approved. Motion carried. Three votes yes.**

7. **Greg Hill of Keystone Custom Homes – Alternate location for athletic fields** – Greg Hill and Jeff Rutt of Keystone Custom Homes were present. Mr. Hill advised that they are before the Board to discuss an alternate location for an athletic field for the Kensington development. Mr. Hill stated that they have been pursuing land on The Praise Center property off Farm Drive. The Board has received a copy of a revised layout. Mr. Hill provided the Board with a copy of the original drawing. He asked for feedback from the Board on the two alternatives.

Attorney Rausch stated with the original location he thought the intention was to subdivide the field off the tract for the Township to take ownership. He questioned the intention with the new location. Mr.

Hill advised that it would be difficult to subdivide so it would be handled through a permanent easement.

Mr. Hess noted that the slope of the land is fairly steep. Mr. Hill advised that they will have to cut and fill and the owner of the property is agreeable to this. Mr. Allison questioned how ADA access would be provided from the parking lot to the field. Mr. Hill stated that a path would need to be created and a separate access may be required.

Mr. Hess advised that the field size with the second option is relatively small with a 250' radius. It would meet requirements for adult softball but high school and college baseball average a 350' to 400' radius. He questioned the Township's intent for the use of the field. Mr. Hill noted that there is additional area onsite behind the line drawn on the plan since there will not be an outfield fence. Mr. Smith advised that the Township will need to consult with the Windsor Area Recreation Commission to determine the size field that is required for their programs.

Jerry Miller, Locust Grove Gardens, questioned the distance between home plate and Farm Drive with the original option. Mr. Hill stated that it is approximately 300' but added that this field is only a little league field. It was determined that this location would not work due to the field size.

Mr. Sechrist asked why they are proposing an alternative location. Mr. Miller echoed his question as did Jan Smith, 146 Meadow Hill Drive. Mr. J. Smith noted that the field was shown in the original sketches for the subdivision. Mr. Hill advised that there are issues with the grading on the site of the subdivision and retaining walls would be required. Mr. J. Smith commented that this is a classic bait and switch and the developer should have known that there may be issues when the property was purchased. Mr. Hill stated that he feels a better, more useful field could be constructed offsite. Mr. Sechrist questioned if they had looked at other sites within the Township as this is in the north end of the Township rather than centralized. Mr. Hill stated that the owners of The Praise Center were a willing party. He added that they had spoken with other land owners for potential sites but could not find other options. Mr. Rutt stated that the Board had agreed to allow them to look other sites. He commented that the Board should look at the long term maintenance of the field. **It was the consensus of the Board to not allow the field to be located at The Praise Center.**

Mr. Hill asked if they need to get approval from the Recreation Board for the field location. Mr. P. Smith advised that the approval of the location is approved by the Board of Supervisors. Jan Smith noted that when he was a Supervisor, he and Mrs. Gunnet had driven around the Township to look at potential locations and Mrs. Gunnet has the list.

Jerry Miller advised that the Board had required this field as part of the Cluster Overlay approval. He commented that the land did not change. He stated that the subdivision will already be dense with homes and was concerned that the density would change if the field was permitted offsite. Mr. Rutt advised that the density of the homes will not change. Without the field onsite, the lots are larger and therefore requiring less walls.

Mr. Rutt asked where in the Township the Board would like to have a field. Mr. Sechrist stated that their existing property is ideal because of the centralized location. Mr. Rutt questioned if the Township

owns land where they could construct the field. Mr. P. Smith stated that we do not. There was discussion of several sites, including the Sowers property off Shaw Road and the Spring Valley Pool site. It was determined that they would contact Mrs. Gunnet to discuss the list of alternative sites.

8. Emergency Management:

- A. **Resolution #2013R-01-05 – Approval of revised Emergency Operations Plan** – Mr. Fromm advised that the Emergency Operations Plan is reviewed every six months. He stated it is a basic plan that is open to the public for review. A copy will be distributed to the fire and ambulance services. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Resolution was approved. Motion carried. Three votes yes.**
- B. Mr. Fromm advised that the basic certification has been approved by the County for Kevin Markel. It has now been sent to PEMA for approval. Jim Wilson has been awarded his professional certification from the County and it has also been sent to PEMA for approval. He advised that he is currently working on obtaining his professional certification.
- C. Mr. Fromm advised that the Board has received a copy of his third quarter 2012 report.
- D. Mr. Fromm advised that the Board has received a report with goals for 2013 and staff assignments. He stated that his staff has been meeting their goals and they enjoy working together.
- E. Mr. Fromm advised that an item that they would like to install an overhead projector that would hang into the ceiling in the conference room. He stated that they already have a projector and it can be run with their laptop. The cost would be for IT and an electrician. He noted that he has a cost estimate of \$552. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the installation of the projector. Motion carried. Three votes yes.**
- F. Mr. Fromm advised that there is a Weather Ready program through NOA and PEMA and certifies that the Township is storm ready. Once certification is received, they can use the storm ready information and logo on their displays. He stated that one of the requirements is to visit the NOA site at Penn State. The Board agreed for him to take part in the program.

9. Solicitor:

- A. Attorney Rausch advised that an escrow will be posted for the financial security that is required for the improvements for the Red Lion Area School District related to the Larry J. Macaluso Elementary School. An agreement is required. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the escrow agreement with the Red Lion Area School District. Motion carried. Three votes yes.**
- B. Attorney Rausch advised that he has received a check for the installation of the storm water trench at Windsor Meadows. The check is in the amount of \$23,436.60.

- C. Attorney Rausch advised that he has done the post adoption advertisement for the Zoning Ordinance. It will be published this week and next week.

10. Township Engineer:

- A. Kendale Force Main – Payment application #1 – \$73,246.50 – Mr. Hess advised that Abel Construction has requested payment application #1 for the Kendale Force Main replacement in the amount of \$73,246.50 which will leave a balance of \$103,339.50. He stated that he has reviewed the request and is recommending payment. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved payment #1. Motion carried. Three votes yes.**
- B. Mr. Hess advised that he has received a request for surety reduction for **Shawnee Manor** in the amount of \$17,640 which would leave the balance at \$153,629.05. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the reduction based on the recommendation of the Township Engineer. Motion carried. Three votes yes.**
- C. Mr. Hess advised that he has received a request for a **surety reduction for Deerfield Crossing as well as an adjustment for inflation**. The reduction is in the amount of \$5,754.20 which will leave a balance of \$62,599.75. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the reduction based on the recommendation of the Township Engineer. Motion carried. Three votes yes.**

11. Public Works:

- A. Mr. Smith advised that the Board has received that the Monthly Report for January. There were no questions.
- B. **Approval of chassis for Western Star** – Mr. Trout advised that the Board has received a quote from River's Truck Center for the chassis for the Western Star. He stated that they will receive the estimates for the body later. Mr. Heffner questioned which truck this replaces. Mr. Trout advised that it will be the 1994 L8000. Mr. Smith questioned the pricing. Mr. Trout stated that there is an additional \$2,500 for emission requirements and the automatic transmission adds additional expense. He noted that this truck will be able to be used for leaf collection. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the purchase of the chassis for the Western Star from River's Truck Center. Motion carried. Three votes yes.**
- C. CDL driving time limits for local government employees – Mr. Smith advised that the Board has received information on CDL driving time limits. He noted that they do not apply to government employees.
- D. Mr. Heffner questioned the tarp system on the Western Star that the Township recently purchased. Mr. Trout advised that a crank system was installed. This does not require that the employees get up on the truck to secure it.

- E. Mr. Heffner asked if Larry Strayer can be added as a snow plow driver. Mr. Trout advised that a designated route has been added for Mr. Sematoske. Area was taken from Mr. Dietz and Jackie Trout's routes so another full time driver is not needed at this time. On a larger storm, it would be helpful to have an additional driver. Mrs. Gunnet noted that the rate that he is paid for mowing is likely less than the rate he would desire for snow removal. Mr. Heffner advised that a compensation rate be set for Mr. Strayer in case of a storm where he may need to be called in.

12. Other Business:

- A. Mr. Smith advised that the Board has received the Zoning Officer's Report for December. There were no questions.
- B. Mr. Smith advised that the Dog Officer's Report for December is available for review.
- C. Mr. Smith advised that the Board has received the Township Manager's Report for December. There were no questions.
- D. Mr. Smith advised that the Board has received the 2012 Building Permit Summary. Mr. Allison commented that figures are similar to 2011.
- E. **Extension of Site Improvement Agreement** – Mrs. Gunnet advised that a bond was posted for security and the Site Improvement Agreement provides for one year to complete the work. It has not been completed and the developer has requested a one year extension. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved a one year extension of the Site Improvement Agreement for Rosebrook II. Motion carried. Three votes yes.**
- F. **Reduction in Sewer Reserve Capacity Surety – Windsor Meadows, Stapleton, Shawnee Manor & Laurel Vistas** – Mrs. Gunnet advised that the Sewer Ordinance requires that surety be reduced in January for all permits that were issued in the previous year. She stated that the surety reductions are as follows:

Windsor Meadows – Reduce by \$18,000 to a balance of \$12,000.

Stapleton – Reduce by \$1,135 to a balance of \$14,755.

Shawnee Manor – Reduce by \$1,225 to a balance \$14,700.

Laurel Vistas – Reduce by \$10,215 to a balance of \$153,383.

Mr. Smith questioned if the balances change since there is a new Ordinance. Mrs. Gunnet advised that the amount of the surety is based on the rate when the reservation was made. New submissions will not use this same process. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the reductions. Motion carried. Three votes yes.**

- G. Mr. Smith advised that the Township will be holding an electronic recycling event on Saturday, April 20, 2013 from 9:00 a.m. to 12:00 p.m. at the Public Works Building at 970 White Oak Road.

H. Obedience to traffic control devises warning of hazardous conditions – Emergency response costs – Mrs. Gunnet advised that Act 114 of 2012 allows for the police department to impose fines for motorists who drive around barricades. The fine cannot be more than \$250 unless emergency response is required which allows the fine to be increased to not more than \$500 plus restitution costs. The restitution cost is based on the cost for the emergency service response and needs to be set. She stated that she was going to contact the fire company to see if they have a set rate. Mr. Fromm commented that he believes that have a rate based on Mutual Agreements. Attorney Rausch advised that he feels that setting one hourly rate is best versus having a different rate for police, fire, ambulance, et cetera.

13. Unfinished Business:

A. Panorama Hills Pump Station – Attorney Rausch advised that he has received a letter from Mr. Dobrinoff. He stated that he is requesting compensation in excess of \$35,000. He added that he has also been contacted by Attorney Gettle on behalf of the Golf Course. They are requesting additional time as they would like to have an appraisal. He advised that he has agreed to a time extension. He noted that he will be scheduling a meeting with Mr. Holweck to discuss the Dobrinoff letter.

14. Public Comment – Mr. Smith noted that if speakers do not wish to have their address recorded, they must state this when speaking.

Jerry Miller stated that he feels that Keystone Custom Homes will add additional homes to the Kensington development if the Board allows the athletic fields to be placed offsite. Attorney Rausch advised that there is a maximum density for homes. Mr. Miller commented that the Spring Valley Pool site would be a good area for fields.

15. Supervisors Comments – Mr. Smith asked the Board if they had any comments. Neither Mr. Sechrist nor Mr. Heffner had any comments. Mr. Smith did not have any either.

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

17. The meeting of the Windsor Township Board of Supervisors adjourned at 7:26 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

January 21, 2013

Gerald Miller

Vera Miller

Elmer Fromm

Dusty Grove

Grant Anderson

Gene Zimmerman

Bobbie Zimmerman

Licia Lehman

Jeff Rutt

Greg Hill

John Cheeseman

Jan Smith

Jason Snyder

Dave Hogle

50 Oak Drive Red Lion PA

North Hopewell Township Supervisor

Shaw Surveying, Inc.

860 Zimmerman Road Red Lion PA

860 Zimmerman Road Red Lion PA

379 Wire Road York PA

Keystone Custom Homes

Keystone Custom Homes

910 Cranberry Lane York PA

146 Meadow Hill Drive York PA

Rettew Associates

Rettew Associates