

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
March 18, 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. The approval of the minutes from the March 4, 2013 meeting was tabled.
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 a letter from the York County Conservation District expressing their concerns regarding the proposed 2013-2014 State Budget. The proposed budget calls for Pennsylvania Department of Agriculture cuts estimating \$3.8 million. The York County Conservation District will see a cut of approximately \$66,000. They are requesting that the Township send a letter to the local legislators asking that these funds be restored. Mr. Smith advised that he does not feel the Township should send a letter as these cuts will save the residents money.
 - C. Mrs. Gunnet advised that she has received notification from Comcast that they will be adding CBS Sports and NHL Network to a different package.
 - D. Mrs. Gunnet advised that she has received an invitation to the Laurel Fire Company Appreciation Dinner which will be held on Saturday, May 18, 2013. She asked the Board to let her know if they will be attending so she can RSVP.
5. Emergency Management:
 - A. Weather seminar – Mr. Fromm advised that in May there will be a Weather Warn course that will be open to the public. The course is 2 hours long.
 - B. Update on courses – Mr. Fromm advised that he and Mr. Sechrist attended the Elected Officials Seminar. He noted that there were representatives from Columbia Gas, PennDOT, Met-Ed and the York Water Company. He commented that he feels that PennDOT is being more proactive and communication is improving with utility companies. Mr. Fromm advised that he and one of his staff members completed a PEMA course on recovering from a disaster. He noted that they were the only volunteers in attendance.

Mr. Fromm advised there will be several courses that he and his staff will be attending which will include PEMA and Three Mill Island drill training. He noted that he has only one course to complete before he receives his Professional status.

- C. Mr. Fromm advised that they now have several laminated maps which they will be able to use. He noted that they have decided that they are not going to pursue the overhead projector project.

6. Plans for Approval:

- A. **WILLIAM H. & MARGORIE A. DIETZ – Panorama Hills Interceptor, LLC – Final Subdivision Plan #082962601-A by C.S. Davidson, Inc., East Prospect and Freysville Roads** – David Fuhrman of C.S. Davidson advised that this subdivision is to create land for the new location of the Panorama Hills pump station. He advised that the access to the property is across the Enfield tract by way of an access that had been previously installed by PennDOT when work was done in this area several years ago.

Mr. Hess advised that they are requesting 3 waivers. Mr. Fuhman stated that the first is for contours. He explained that they showed contours in the area of the pump station but not for the entire farm. The second waiver is for the placement of lot markers. He stated that they were installed for the pump station lot but not the entire property. The last waiver is for the extension of public water and sewer. Mr. Hess advised that he does not have an issue with the Board granting the waivers and all other comments have been addressed.

On the motion of Rodney Sechrist seconded by Dean Heffner, all 3 waiver requests were granted. Motion carried. Three votes yes.

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

7. Solicitor:

- A. Attorney Rausch advised that he has received the signed Escrow Agreement from the Blouse Estate for the New Forest Hills, Phase III development. He advised that once the Township receives the escrow funds, the Estate will be closed.

8. Township Engineer:

- A. **Surety adjustments: Whisper Run, Phase I; Whisper Run, Phase II; Valley Meadows; David & Arla Stein; Windsor Meadows; Kensington/Stapleton** – Mr. Hess advised that he has prepared surety modifications for the following developments. He noted that some have decreased due to completion of work.

Whisper Run, Phase I – Increase in the amount of \$24,926.95.

Whisper Run, Phase II – Increase in the amount of \$28,321.

Valley Meadows – Decrease in an amount up to \$26,647.99 but wish the Township to keep existing funds.

David & Arla Stein – Increase in the amount of \$1,234.20.

Windsor Meadows – Decrease in an amount up to \$125,555.03.

Kensington/Stapleton – Decrease in the amount of \$2,707.23 but wish the Township to keep existing funds.

On the motion of Dean Heffner seconded by Rodney Sechrist, the Board adjusted the sureties for the developments based on the recommendation of the Township Engineer. Motion carried. Three votes yes.

- B. Manor Road/Freysville/ East Prospect Road Generators – Payment application #1 – \$3,755.51; Change Order #1 – Addition of main disconnect at Freysville – \$3,109.92; Change Order #2 – Wet well Junction Boxes – \$2,957.85 – Mr. Hess advised that they have received payment application #1 and are recommending the release. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved payment application #1 in the amount of \$3,755.51. Motion carried. Three votes yes.**

Mr. Hess advised that there are two change orders for the project. The first is to add a new main disconnect switch at the Freysville station. He explained that when the project was bid, there were no issues with the switch. However, over the past month there have been problems with it. He stated that it would be cheaper to add it to the project as a change order than to have it done separately.

Mr. Hess advised that the second change order is in regards to the wet well junction boxes at the Freysville station. There is a different interpretation for UCC standards regarding being explosion proof. He stated that the boxes were not part of the bid as they were recently replaced. He noted that he did negotiate a lower cost. There was discussion on the change order and the cost. Mr. Hess commented that Manor Road and East Prospect Road will have new junction boxes.

On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved Change Order #1 in the amount of \$3,109.92 and Change Order #2 in the amount of \$2,957.85. Motion carried. Three votes yes.

- C. Kendale Force Main – Payment application #2 – \$79,605.90 – Mr. Hess advised that he has received payment application #2 and is recommending release in the amount of \$79,605.90 which will leave a balance of \$23,733.60. He noted that the stream crossing and the vaults have been completed. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved payment application #2. Motion carried. Three votes yes.**

9. Public Works:

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

Mrs. Gunnet advised that the Township received a check from EMC Insurance today for approximately \$26,700 for the repairs to the 2011 dump truck. She advised that River's will perform the repairs.

- B. **Road Materials Bid Results** – Mr. Trout advised that the bid results are attached to the Board's agendas. He stated that for the stone bid, County Line Quarry was the lowest for delivery. Kinsley was the lowest for pickup but only by \$65. County Line Quarry was the low bidder overall. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board awarded the bid for stone to County Line Quarry for delivery and pickup. Motion carried. Three votes yes.**

Mr. Trout advised that the low bidder for blacktop is Highway Materials. He noted that they have been used in the past and there have been no problems. He added that the other bidder, York Materials Group, is a combination of Kinsley, York Building Products and Bituminous Paving Materials. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board awarded the bid to Highway Materials for blacktop. Motion carried. Three votes yes.**

- C. **Husson Road bridge** – Mr. Trout advised that there is not an official start date set for the bridge replacement. However, the Township will be posting our signs tomorrow. He stated that he has been contacted by the Engineer for North Hopewell Township. They would like to change the bridge decking from steel to wood to save money. Mr. Trout commented that this type of decking would have a 15 to 18 year life span and he explained the construction. Mr. Heffner questioned if it would hold the same amount of weight. Mr. Hess advised that their Engineer had stated that the original design would allow for an unrestricted limit and he has not been informed that the decking change would have an impact on this. **It was the consensus of the Board to allow for the change to wood decking.**

- D. **2003 General Obligation Bond payoff** – Mrs. Gunnet advised that the bond has been paid off. Early payoff saved almost \$6,000 after paying necessary legal fees.
- E. **Joint Line Painting Bid results** – Mrs. Gunnet advised that the Township was responsible for preparing the bid paperwork this year for the joint line painting bid. The low bidder is Alpha Space Controls. This company has been used in the past. **On the motion of Rodney Sechrist seconded by Dean Heffner, the bid was awarded to the low bidder. Motion carried. Three votes yes.**

- F. **Engineering Quote – Replacement of generators at Zimmerman Road and Pleasant Grove Road pump stations** – Mrs. Gunnet advised that she has obtained a quote in the amount of \$48,500 from ARRO to prepare the bid for the replacement of the generators at Zimmerman Road and Pleasant Grove Road. It is procedure for the Board to approve any engineering project fees exceeding \$15,000. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the quote. Motion carried. Three votes yes.**

10. Other Business:

- A. Mr. Smith advised that the Salary Board meeting was cancelled as it was not necessary to hold the meeting since there is written policy regarding employee salary.
- B. Mr. Smith advised that the Board has received information regarding salary increases which will take effect April 1, 2013. **On the motion of Dean Heffner seconded by Rodney Sechrist, the increases were approved in accordance with the written policy. Motion carried. Three votes yes.**
- C. **Curative Amendment** – Attorney Rausch advised that the Curative amendment hearing will be held on Wednesday, March 27, 2013 at 2:30 p.m. at the Township Office. He stated that it will likely have to be continued. He commented that a potential meeting date is April 8th at 2:00 p.m. He asked the Board if they would be available this date. The Board agreed that this date would work.
- D. Mr. Smith advised that the Board has received the Township Manager Report for February. There were no questions.
- E. Mr. Smith advised that the Board has received the Zoning Officer's Report for February. There were no questions.
- F. Mr. Smith advised the Dog Officer's Report is available for review.
- G. Mr. Smith advised that Community Volunteer Day at Freysville Park will be held on Saturday, April 27, 2013 from 9:00 a.m. to 1:00 p.m. He invited the public to attend. He added that John Stewart has offered the use of his equipment.
- H. Mrs. Gunnet advised that a meeting was held with representatives from Windsor Borough, Red Lion Borough, Lower Windsor Township and ARRO to discuss improvements to Fishing Creek. She stated that there are grants available for improvements to help keep the creek from becoming a TMDL stream. Mrs. Gunnet advised that Windsor Borough owns land of both sides of the creek near the Windsor Ballfield. This area is in need of bank stabilization and improvement. Windsor Borough is asking for a letter of support to apply for a joint grant from the York County Commissioners out of the Marcellous Shale funds. The Board agreed to send a letter.
- I. Mrs. Gunnet advised that the new website has been proofread and updates are being made. She stated that it will soon be up and running.
- J. Mrs. Gunnet advised that the spring newsletter has been mailed to those that have requested it and it will be posted on the website.

11. Unfinished Business:

- A. Panorama Hills Pump Station – Appraisals for Argento, Argento Family Partnership, Taylor and Enfield – Attorney Rausch advised that the appraisal reports have been received. Some of the amounts are more and some are less than what was offered. He stated that the funds can be paid if the titles are clear. Mr. Heffner questioned if all of the right-of-ways have been obtained now. Attorney Rausch advised that Mr. Dobrinoff has a copy of the revised agreement for review and the appraisal for the Declaration of Taking for the Golf Course has not been received yet.
- B. Mrs. Gunnet advised that after the last Board meeting, Glenn Wise offered his services to mow and drag the Yorkana ballfield. WARC is requesting that the Township employees help to spread the diamondtux at the field. Mr. Trout stated that the Township had used Lower Windsor Township's grader the last time to do this. The Board agreed to have Township staff spread the diamondtux.

Mr. Smith added that the mower should be serviced before taking it back to the Yorkana field.

- 12. Public Comment – Mr. Smith noted that if speakers do not wish to have their address recorded, they must state this when speaking. There was none.
- 13. 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 comments either.
- 14. On the motion of Dean Heffner seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.
- 15. The meeting of the Windsor Township Board of Supervisors adjourned at 7:02 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

March 18, 2013

Elmer Fromm
Susanne Smith
David Fuhrman
Charles Silar

50 Oak Drive Red Lion
4030 Woodspring Lane York PA
C.S. Davidson, Inc.
1500 Windsor Road Red Lion PA