

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
May 20, 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, Attorney Charles Rausch, 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 Dean Heffner seconded by Paul Smith, the minutes from the May 6, 2013 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.
5. Edward & Tawanya Rather – Fence across storm water easement – No one was present.
6. Amy Cook – Fence in road right-of-way – Mrs. Cook advised that she owns the property at 435 Boxwood Road. When they purchased it, there was a portion of fence that ran parallel to the street. She stated that they planted a garden in that area and wanted to enclose the area with additional fencing to keep animals out. The fencing would be 3 to 4 feet in height. Mr. Allison advised that the existing fence is located within the right-of-way. A portion of the fence that would run back toward the home would also be located in the right-of-way. **On the motion of Dean Heffner seconded by Paul Smith, the Board approved the fence to be located in the right-of-way with the condition that if the garden is removed that the fencing would also be removed. Motion carried. Two votes yes.**
7. Keystone Custom Homes – Athletic fields – Greg Hill of Keystone Custom Homes advised that he is present to discuss an alternative location for the athletic field for the Kensington development. He presented the Board with a drawing showing the potential location of a ballfield at Pleasant View Elementary School. He noted that they have had discussions with the Red Lion Area School District for the construction of an additional field at this property but details for an agreement would need to be worked out. He commented that the infrastructure and parking is already installed and although there is some slope, it is feasible to install a field.

Mr. Smith questioned who would own the field. Mr. Hill advised that the school district would own it. Mr. Smith stated that he is not interested in sharing more fields with the school district. The purpose of the field is for the sole use by Windsor Township. He noted that the field is required to be dedicated to the Township and therefore it does not meet the necessary criteria. Mr. Heffner agreed with Mr. Smith's remarks. Mrs. Gunnet advised that she had contacted Mr. Sechrist regarding this topic knowing he would not be present at the meeting and he is of the same opinion as the other Board members.

Mr. Hill questioned if the Board would be agreeable to this location if the Township owned the field. Mrs. Gunnet commented that she does not believe it would be possible to be subdivided. The Board advised that they would like to see a field centralized in the northern end of the Township. Mr. Hill asked if the Township would have to own the field. Mr. Smith advised that we would.

Mrs. Gunnet advised that in 2007, she and a previous Board member had driven around the Township and had compiled a list of possible locations. She stated that she can forward a copy of the letter that had been previously sent to Keystone Custom Homes to him.

8. Emergency Management:

- A. **Hazardous Mitigation Plan – Resolution #2013R-05-02** – Mr. Fromm advised that he attended a seminar dealing with Hazardous Mitigation Plans. He stated that the speakers were knowledgeable and spoke of the importance of a plan. He stated that York County has an approved plan and have one year to have the municipalities in the County to sign it. Mrs. Gunnet advised that the Resolution to adopt the plan has been prepared. **On the motion of Paul Smith seconded by Dean Heffner, the Board approved Resolution #2013R-05-02. Motion carried. Two votes yes.**
- B. Mr. Fromm advised that they are still working on a debris removal plan.
- C. Mr. Fromm advised that the Board has received the minutes from his last meeting.
- D. Mr. Fromm advised that they will be installing weather radios at the Township Office.
- E. Mr. Fromm advised that they will be attending training courses. He stated that on May 30th he and some of his staff will be going to Penn State to visit for training at the NOA site. One of his staff members will be attending training to receive his FEMA certification. On June 1st there will be Weather Ready training.
- F. Mr. Fromm advised that his quarterly meeting will be held on June 19th.

9. Solicitor – Attorney Rausch advised that he did not have anything to report.

10. Township Engineer:

- A. Surety Reductions: Windsor Commons Retail Expansion & Modern Landfill Transcyclery – Mrs. Gunnet advised that Mr. Hess had received requests for security reductions and is recommending full release of both. The reduction for Windsor Commons Retail Expansion would be in the amount of \$22,915.32 and Modern Landfill would be in the amount of \$9,876. **On the motion of Dean Heffner seconded by Paul Smith, the Board approved both reductions based on the recommendation of the Township Engineer. Motion carried. Two votes yes.**

11. Public Works:

- A. Mr. Smith advised that the Board has received the Monthly Report for May. There were no questions.
- B. **Pave-In-Place bid results** – Mrs. Gunnet advised that the bid results are attached to the Board’s agenda. Mr. Trout stated that the low bidder is **Long’s Asphalt**. He noted that this company has been used before and there have been no issues. **On the motion of Dean Heffner seconded by Paul Smith, the Board awarded the bid to the low bidder. Motion carried. Two votes yes.**
- C. **Oil & Chip bid results** – Mrs. Gunnet advised that the bid results are attached to the Board’s agenda. Mr. Trout stated that the low bidder is **Martin’s Paving**. He noted that this company has been used before and there have been no issues. **On the motion of Dean Heffner seconded by Paul Smith, the Board awarded the bid to the low bidder. Motion carried. Two votes yes.**

Mr. Smith questioned additional oil and chipping. Mr. Trout advised that oil and chipping is the best method for maintenance but it is not the cleanest. He stated that part of Heffner Road will need to have binder installed. Mr. Smith asked if any roads will have the micro surface applied this year. Mr. Trout stated that none would.

- D. Update – Husson Road – Mr. Trout advised that the decking has been torn off the bridge but no other work has been done. Mrs. Gunnet noted that they have still not received the permit from the Army Corps of Engineers.

12. Other Business:

- A. Building Security – Mrs. Gunnet advised that she received a quote to tint the sliding windows at the receptionist desk and the zoning office. She added that they have applied a sample of the tint to a portion of the window. Due to the lighting in the offices being brighter than the hallway, the tint does not work to block visibility into the offices. She stated that she contacted Sergeant Damon and he was out to see the tint and agreed that the tinting will not work as the employees need to see who is in the hallway.

Mrs. Gunnet advised that the Board has received a copy of a quote from Brown’s Glass for a new window system. A new frame would be installed, one of the windows in each set would be stationary and the other would be equipped with a self locking window. The glass would be heavier, tempered glass. The total cost for the four sets is approximately \$6,000.

The Board agreed that the employees should feel secure so if this is the recommended method, they do not have a problem with the cost. Mr. Smith questioned if she would be getting an additional quote. Mrs. Gunnet advised that she will be getting a quote from Garretty Glass but wanted to make sure the Board was agreeable to this option before

contacting them. She asked if it is acceptable to move forward with the lowest of the two quotes. **It was the consensus of the Board for the window systems to be installed.**

- B. Mr. Smith advised that the Zoning report for April is available for review.
- C. Junk Yard Ordinance – Proposed amendment – Mrs. Gunnet advised that the current Junk Yard Ordinance is enforced by the Police Department. The proposed amendment would change the enforcement to the Township. She noted that some of the wording has also been amended to match requirements in the Zoning Ordinance. It was the consensus to move forward with the changes.
- D. Update – DEP 902 Grant – Mrs. Gunnet advised that she has received a copy of the executed grant agreement. She stated that it will take 6 to 8 weeks to receive the reimbursement. This is for the purchase of the self-contained leaf vacuum.
- E. Windsor Borough – Walnut Creek – Connection to Schoolhouse Lane – Mrs. Gunnet advised that the Township was notified by the York County Planning Commission that Winthrop Manor in Windsor Borough is now being redeveloped by Keystone Custom Homes as Walnut Creek. She notified the Board that there will be a street connection to Schoolhouse Lane.
- F. Surety for existing developments – Increase due to inflation – Mrs. Gunnet advised letters had been sent to developers in December notifying them that the security amounts would need to be increased due to inflation. She stated that all have complied except Wisheaven Condominiums. She added that a second notice had been sent in March giving until April 30th to come into compliance. The next step is for the Solicitor to proceed with a Civil Enforcement Notice. It was the consensus of Board for Attorney Rausch to proceed.
- G. Longstown Intersection – Mrs. Gunnet advised that a meeting was held with PennDOT, local legislators and other municipal representatives to discuss the Longstown Intersection improvements. She noted that the Board has received a copy of a timeframe for the projects. She noted that currently the gas main is being upgraded on Cape Horn Road. The houses and businesses on East Prospect Road in York Township have been demoed. In the Township, the house beside Stan's Auto will be demolished as well as the commercial building at the corner of East Prospect Road and Cape Horn Road.

13. Unfinished Business:

- A. Panorama Hills Pump Station – Mrs. Gunnet advised that she is waiting on the appraisal for the Dobrinoff property. Attorney Rausch noted that he had been contacted by Mr. Dobrinoff's son-in-law who is an attorney. He stated that he explained that the Township is currently in the process of having the property appraised.

14. 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.

15. Supervisors Comments – Mr. Smith asked Mr. Heffner if he had any comments. He did not. Mr. Smith did not have any comments either.
16. On the motion of Dean Heffner seconded by Paul Smith, the bills were approved. Motion carried. Two votes yes.
17. The meeting of the Windsor Township Board of Supervisors adjourned at 6:34 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

May 20, 2013

Vera Miller

Elmer Fromm

Lynn Cheeseman

Amy Cook

Greg Hill

Teddy Blevins

Mark Blevins

JoAnna Shovlin

50 Oak Drive Red Lion PA

910 Cranberry Lane York PA

435 Boxwood Road Red Lion PA

Keystone Custom Homes

665 Grim Hollow Road Red Lion PA

665 Grim Hollow Road Red Lion PA

532 El Dorado Drive Red Lion PA