

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

January 19, 2015

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, Jo Anna Shovlin, Rodney Sechrist, Attorney Charles Rausch, John Klinedinst, Richard Resh, 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 Jo Anna Shovlin seconded by Rodney Sechrist, the minutes from the January 5, 2015 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.
 - B. Mrs. Gunnet advised that she has received a letter from Jim Astor, a resident on Steinfelt Road, in regards to the fatal accident that recently occurred on Kendale Road. He stated that speeding is an issue in this area and requested that a study be performed to see if a speed table or hump is warranted. Mrs. Gunnet advised that the speed limit in this area is 35 mph and the car was travelling well in excess of that.
 - C. Mrs. Gunnet advised that she has received a letter from the Pennsylvania Department of General Services approving the Township's application for the Pennsylvania Federal Surplus Property Program. The approval is valid for two years.
5. Public meeting - Cranberry Lane/Dietz Road sewer extension - Plans were posted on the walls of the Board room depicting the proposed improvements. Richard Resh, C.S. Davidson, was present to explain the project and answer any questions.

Mr. Resh explained that this is the second sewer extension as required by the ACT 537 plan. He advised that the preliminary design of the project is complete. The residents were notified by postcard that this public meeting would be held to discuss the project. He noted that there are 31 properties within the extension area which runs from the 600 block of Dietz Road to 950 Dietz Road and all of Cranberry Lane. He added that he has met with all of the residents affected. He opened the meeting to the public.

Jim Kraft, 902 Cranberry Lane, advised that a secondary sewer line is proposed between his property and Gary Krieger's property to access the property owned by Paul Deller at 785 Dietz Road. He stated that they have all agreed that they are in favor of this line as each of them would be able to connect to it. However they do not want a grinder pump to be required. He questioned if the design can be reworked to accommodate for gravity flow for all three properties. He added that there is also a willow tree on Mr. Deller's property that he would like to remain. Mr. Kraft added that he understands that the Township wants to keep the route as

straight as possible. Mr. Resh stated that they would try to redesign this section. Attorney Rausch questioned the cost to do so. Mr. Resh advised that there has already been savings to take this approach as the line in Dietz Road will be much shallower. There will be more cost with the design but less with the installation.

Don Knaub, 903 Cranberry Lane, advised that there is a proposed 20' right-of-way across his property for the Moquin property which fronts on Dietz Road. He questioned his maintenance responsibilities. Mr. Resh stated that this would be a 6" public line and the Township would be responsible for the maintenance. Mr. Knaub asked if he will receive compensation for the right-of-way. Mr. Resh advised that he would. Mr. Knaub questioned why the sewer is 14' deep in front of his home. Mr. Resh advised that the house at 902 Cranberry Lane has a basement bathroom that is being accommodated. He added that the homeowners will be receiving an informational packet that has a form to request a shallower lateral.

John Runge, Gordon Brown & Associates, advised that he is representing EZ4 Investors. He stated that item #15 on the report they received references easements through future lots of the Ashburn Hollow subdivision. He questioned how this affects the property. Mr. Resh advised that the extension is no longer required and therefore this no longer applies.

Mr. Resh explained that the septic systems will need to be disconnected from the home once the public sewer is operational. An inspection will be required to ensure compliance. Mr. Knaub questioned if the septic tank could be used as a stormwater seepage bed by running the downspouts into it and then allowing the water to disburse into the drainfield. Mrs. Gunnet advised that Mr. Poe recommended filling the tanks to eliminate the void. Mr. Knaub commented that he could understand that a steel tank could cave in but not if the tank is constructed of concrete. Mrs. Gunnet questioned if there are others that may be interested in doing this. There were 5. She stated that she would contact PennDEP to see if this is possible. Mr. Allison added that the capacity would also need to be determined to see if the sizing would be adequate.

Lynn Cheeseman, 910 Cranberry Lane, questioned if there is a timeframe for the project. Mr. Resh advised that they will be working on the final design for next month. The bid opening is scheduled for April 15th with the awarding of the bid at the April 20th Board meeting. Construction would start in late May with 180 days to complete. The properties would then connect to the sewer this fall or next spring.

Attorney Rausch questioned how many right-of-ways need to be obtained. Mr. Resh stated that that there are 3 and the property owners are agreeable. Mr. Trout noted that nothing will be able to be placed, planted or erected within the easements.

Mr. Kraft questioned what amount the residents should budget for the project. Mr. Resh commented that he was not sure that he had the updated fees but informed the residents that for the permit they would pay a connection fee, reserve capacity, inspection, administrative fee and the Panorama Hills district assessment fee. Mrs. Cheeseman questioned how this fee is calculated. Mr. Resh advised that when a developer fronts a project, the Township is able to set

a special purpose fee. Anyone that connects in that drainage area would then be responsible for paying that fee to connect to the system. Attorney Rausch explained that the total number of EDUs is determined. The developer decides how many EDUs he wants and the Township receives the balance. Mrs. Cheeseman commented that the fee is not just for those involved in this extension. Attorney Rausch advised that it would be for anyone that would connect within the drainage area. Mr. Knaub asked if the residents on Belle Road would be required to connect. Mrs. Gunnet advised that they are in York Township and it may not be a mandatory connection. York Township would charge their fees. The line was run in this direction because of the connection point on Camp Betty Washington Road.

Mr. Kraft questioned if there are any grants available for this type of project. Mr. Resh stated that there are grants for low income areas but based on the results of the evaluations that were returned, the area does not qualify.

6. Emergency Management:

- A. Mr. Fromm advised that the Board has received the 4th Quarter and 2014 Year End Reports. He commented that the Township receives a savings from his staff as they are all volunteer. He added that in 2014, his staff recorded 810 training hours.
- B. Mr. Fromm advised that the Board has received a listing of the State Certifications received by his staff from PEMA. He added that the Township EMA is in compliance with PEMA's regulations as well.
- C. Mr. Fromm advised that Township is in compliance with NIMS Certifications.
- D. Mr. Fromm stated that the Board has received a list of goals for 2015. He commented that they include reporting and training.
- E. Mr. Fromm advised that the County will be coming to the Emergency Operations Center on January 29th at 9:00 a.m. The inspection is expected to last approximately 1 hour.
- F. Mr. Fromm stated that a training seminar for elected officials will be held on February 7th. Mr. Sechrist will be attending.
- G. Mr. Fromm advised that he will be holding a seminar at the Red Lion Senior Center to review the Residents in Need information.
- H. Mr. Heffner advised that he read the evacuation booklet that Mr. Fromm had provided to them and he does not feel that additional plans need to be created as both Peach Bottom and Three Mile Island have posted evacuation plans.

7. Solicitor:

- A. **Beaverson Pump Station Elimination – Ordinance No. 2015-01-01 - Participate in an Intergovernmental Agreement - Springettsbury & Approval of Intergovernmental Agreement with Springettsbury Township** - Attorney Rausch advised that the Ordinance has been advertised for adoption. An Intergovernmental Agreement with Springettsbury Township is also required. A gravity line will be installed to the East York Interceptor. **On the motion of Rodney Sechrist seconded by Jo Anna Shovlin, the Board approved the Ordinance and Intergovernmental Agreement. Motion carried. Three votes yes.**
- B. Attorney Rausch advised that **Darrah Realty** has filed an appeal of the Zoning Hearing Board's decision. He stated to protect the interests of the Township, Attorney Craley recommended that a Notice of Intervention be filed. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board authorized the filing of the Notice. Motion carried. Three votes yes.**
- C. Chesapeake Bay Pollutant Reduction Plan – Update – Attorney Rausch advised that the Ordinance will be advertised for adoption at the February 16th Board meeting.
- D. Mr. Heffner questioned if there is any update on the Boyd Drive property. Mrs. Gunnet advised that she will be meeting with the auctioneer next week. March 6th is the last day of the nine month period in which the mortgage company can reclaim the property by paying the delinquencies in full. The auction will be an absolute sale. She questioned if the Board would like to set a reserve. The Board advised that the reserve should be the amount that the Township requires to recoup our expenses.

8. Township Engineer:

- A. Clarification - Inspection of Panorama Hills Pump Station – Mr. Klinedinst advised that at the previous meeting, the Board had requested that C.S. Davidson perform construction inspections. He asked for clarification on what the Board would like them to review. The Board agreed that that would like the pump station to be inspected. Mrs. Gunnet stated that the project is wrapping up so they will need to inspect soon.
- B. Cranberry Lane/Dietz Road Sewer Extension - Status Report #3 - Mr. Klinedinst advised that the project is on schedule. More information will be available in April or May. Mrs. Gunnet noted that status report had 2 items that needed to be addressed. She stated that the future connection to the Kensington development needed to be discussed. Mr. Resh advised that the sewer line is very deep at the connection and an easement may be needed from the property owners at the corner of Dietz Road and Ness Road. Mr. Allison advised that this house has a permit issued for a complete redesign which could cause a conflict. A copy of the proposed site plan will be provided to Mr. Resh.

Mr. Klinedinst advised that there is going to be a large amount of fill that will need to be removed from the site. He questioned if there is a location where it could be taken. Mrs.

Gunnet suggested contacting Modern Landfill and perhaps they would be willing to pick up on site as well. Mr. Resh stated that there is a low spot on the Rittenhouse property. Mr. Klinedinst advised that there would not be York County Conservation District involvement if the fill was taken by Modern. Mrs. Gunnet requested that she be provided with an approximate number of loads or cubic yards and she will contact Modern.

9. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for January. There were no questions.
- B. Mrs. Gunnet advised that she has received a request for time extension from Sewer Specialty. They will not have all of the work completed by January 31st and are requesting an extension until March 31st.
- C. Mrs. Gunnet advised that she has received verbal confirmation that the Township will be receiving a DEP 902 Grant. The amount is approximately \$148,000 and will go toward the purchase of a leaf truck. Mr. Trout questioned if the truck could be ordered for delivery by the fall. Mrs. Gunnet advised that there may be regulations on when an order can be placed.
- D. **Approval to purchase Western Star Chassis and plow** - Mr. Trout advised that the Board has received a quote from River's Truck Center through Costars. He noted that it is the same specifications as the 2013 Western Star. River's is interested in a trade and will give us an amount to consider. The cost for the chassis is \$114,977 which is less than budgeted. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the purchase of the Western Star chassis. Motion carried. Three votes yes.**

Mr. Trout advised that the quote for a Valk Plow on Costars is \$7,914. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board approved the purchase of the Valk plow. Motion carried. Three votes yes.**

- E. **Wise Avenue sewer extension - Update & Payment Requisitions #3 and #4** - Mrs. Gunnet advised that the contractor has installed the sewer main and laterals. The final restoration will be completed in the spring. The base under the road was not in good condition and a change order in the ballpark of \$10,000 will be required. The additional cost will be covered by the grant. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board approved payment requisition #3 in the amount of \$19,856.70 and payment requisition #4 in the amount of \$7,041 to MacMor Construction. Motion carried. Three votes yes.**
- F. **Reduction of Sewer Capacity Surety - Laurel Vistas, Windsor Meadows & Stapleton/Kensington** - Mrs. Gunnet explained that under the previous ordinance, the sewer capacity reserved is reduced each January by the number of units issued in the previous year. She stated that Laurel Vistas is being reduced by \$4,540, Windsor Meadows by \$4,000 and Stapleton/Kensington by \$1,135. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the reductions. Motion carried. Three votes yes.**

G. SWAM Electric - Final Payment Requisitions: Pleasant Grove Pump Station - \$7,469.41 & Zimmerman Pump Station - \$7,351.01 – Mrs. Gunnet advised that ARRO has received a request for the final payment for the Pleasant Grove and Zimmerman pump station upgrades. They are recommending approval with the condition that the closeout paperwork is received. Mr. Klinedinst noted that this is normal practice. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board approved the final payments with the condition that the closeout paperwork is received. Motion carried. Three votes yes.**

H. Mr. Sechrist questioned if the Township is still reviewing the plans for the proposed Walnut Creek development in Windsor Borough to determine if it may be feasible to eliminate the Windsor Manor Pump Station. Mr. Klinedinst advised that they are reviewing it and will be sure to research this possibility.

I. Mr. Trout advised that he was approached by a resident requesting if Neighborhood Crime Watch signs could be installed. Mrs. Gunnet stated that she believes signs were posted in Kendale but were purchased by the residents of the development. Mrs. Shovlin stated that she would prefer that the Township install the signs but believe the residents should purchase them. This was the consensus of the Board.

10. Other Business:

A. Mr. Heffner advised that the Board has received the Zoning Report for December. A copy is available for review.

B. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer Report for December and the 2014 Report. Copies are available for review.

C. Alcohol Referendum - Update - Mrs. Gunnet advised that the County has received a copy of the Township's Resolution. She stated that she will be picking up a street address listing of registered voters this Thursday.

D. Mrs. Gunnet advised that she has received a copy of the 2013 Audit Report for the Windsor Area Recreation Commission. There were no findings.

E. Mr. Heffner advised that the Board has received a copy of the Transition Report for December. There were no questions.

F. Quote - Update of HVAC Automation System - Mrs. Gunnet advised that she has been in contact NRG regarding a software update for the HVAC system at the Township Office. They informed that from May through September they work in schools. They would be able to run parallel to the existing system so there would be no interruption to the heat. Several parts will need to be ordered that could take time to receive and they need authorization to proceed. It was the consensus of the Board to proceed with the project.

- G. **Agricultural Security Area application - Charles Rexroth** – Mrs. Gunnet advised that she has received a request from Charles Rexroth to place approximately 413 acres in the Agricultural Security Area. He has completed the application. She stated that the Township can hold a public meeting or take no action and it will be deemed approved after 180 days. Mr. Rexroth is agreeable to either option. It was the consensus of the Board to not take action.
 - H. Mrs. Gunnet advised that the Board has received the 2014 Ambulance Call Reports from Red Lion Ambulance and York Regional Emergency Medical Services. There were no questions.
 - I. Mr. Heffner advised that the Board has received the 2014 Building Permit Summary.
 - J. Mr. Heffner stated that an Executive Session will be held after the meeting to discuss contract negotiations.
11. Unfinished Business:
- A. Panorama Hills Pump Station – Update – Mrs. Gunnet advised that electric service was connected last Friday. Startup will occur within the next couple weeks. A progress meeting will be held January 28th.
 - B. Proposed change to meeting schedule – It was the consensus of the Board to cancel the regular meeting scheduled for February 2nd.
12. 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.
13. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Neither Mrs. Shovlin nor Mr. Sechrist had any comments. Mr. Heffner did not have any either.
14. On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.
15. The meeting of the Windsor Township Board of Supervisors adjourned into an Executive Session at 7:19 p.m. to discuss contract negotiations.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

January 19, 2015

Vera Miller	
Bob Argento	886 Heritage Hills Drive York PA
Kim Moyer	990 Castle Pond Drive York PA
John Runge	Gordon L. Brown & Associates
Stephanie Knaub	903 Cranberry Lane York PA
Donald Knaub	903 Cranberry Lane York PA
Gary Krieger	900 Cranberry Lane York PA
Paul Deller	785 Dietz Road York PA
Elmer Fromm	50 Oak Drive Red Lion PA
Dottie Moquin	695 Dietz Road York PA
Ross B. Moquin	695 Dietz Road York PA
Donna Hoke	670 Dietz Road York PA
Jeriesha Gilbert	915 Cranberry Lane York PA
Robert Swisher	911 Cranberry Lane York PA
Todd Connie McCullough	700 Dietz Road York PA
Frank & Phyllis Flemmens	2500 Freysville Road Red Lion PA
Walter Rittenhouse	870 Dietz Road York PA
Austin & Dianne Miller	825 Dietz Road York PA
Gene & Bobbie Zimmerman	860 Zimmerman Road Red Lion PA
Joe Argento	675 Dietz Road York PA
Robert Woltkamp	907 Cranberry Lane York PA
Spencer Seaks	951 Wise Avenue Red Lion PA
Tanner Detwiler	916 Cranberry Lane York PA
Cindy & Jerry Markel	615 Dietz Road York PA
Lynn & John Cheeseman	910 Cranberry Lane York PA
James & Carol Kraft	902 Cranberry Lane York PA