

WINDSOR TOWNSHIP BOARD OF SUPERVISORS  
Pre-Budget Workshop

October 11, 2016

The meeting of the Windsor Township Board of Supervisors was called to order at 9:00 a.m. by Chairman Dean Heffner.

Those present: Dean Heffner, Jo Anna Shovlin, Rodney Sechrist, Jennifer Gunnet, Jeremy Trout, Kipp Allison, Bill Briegel and Scott DeBell.

- LAUREL VISTA, PHASE II - Final subdivision plan #686.11 by Site Design Concepts for 14 lots off Windsor and Valley Rds. Mr. Breigel advised that the release letter from Met-Ed has been received and a copy given to the Township. Mr. Allison advised that there are three (3) waivers. The first waiver is of Section 502.4.b for the horizontal curve as well as Section 502.5.b for the right-of-way radius. The area involved is the intersection of John Norris Blvd. and Azalea Drive. The second waiver would be the lifting of the 55 and older age restriction. The third waiver would be that a fee-in-lieu would be assessed at the time of Building Permit as recreation is no longer being provided. On the motion of Rodney Sechrist seconded by Jo Anna Shovlin, the waivers were approved. Motion carried. Three votes yes.

Mr. Allison advised that all of the other comments have been addressed. He added that the required surety has been posted. On the motion of Dean Heffner seconded by Rodney Sechrist, the plan was approved. Motion carried. Three votes yes.

Mr. Heffner advised that he had a couple of things he wished to discuss.

- The first topic is the question of whether firearms are permitted either in Township owned buildings or property. He feels that no handguns should be permitted on Township property. However, long guns would be permitted on Township property as long as they are in the employee's locked vehicle and the employee has a valid Pennsylvania hunting license. It was the consensus of the Board to prepare an amendment to the Personnel Policy using these restrictions.
- The second topic was that a Fire Tax be explored for implementation in 2018. It is a well known fact that the fire companies are having problems recruiting and retaining volunteers. The Fire Tax would be additional funds for the fire companies. He added that the additional funds would still be less than what the cost would be if a paid fire company was needed. Mrs. Gunnet advised that the current contract with the six (6) fire companies who service the Township expires at the end of 2018. Mr. Sechrist advised that when the current contract was negotiated, it was done so with the intent to eliminate Dallastown Fire Company from our contracted fire companies. He feels that would be a mistake and that they should be retained. It was the consensus of the Board to pursue this for 2018.

- Since the Fire Tax would not be implemented until 2018, he requested that an additional amount for the fire companies be included in the 2017 budget. He suggested \$10,000 for each of them.

There was a lengthy discussion on the information pertaining to the proposed 2017 budget. Below is a listing of some of the matters discussed:

- The purchase of various pieces of equipment were discussed.
- Mr. Trout requested that the oil & chip budget for 2017 be increased to \$75,000 since the 2016 funds were used to finish a paving project.
- There was a discussion on adding a line item for stormwater pipe repairs and bridge repairs. Currently stormwater pipe repairs are being paid from the MS4 line item.
- The MS4 line item was discussed. At this time, it is not known what the amount should be and no one can give us a definite answer on the costs associated with the County's proposed regional plan.
- Our medical insurance costs for 2017 will increase by 7%. It was noted that the claim refund for the 2016 calendar year will not be as great as last year. It was the consensus of the Board to ask Benecon for the costs associated with increasing the deductible.
- Mrs. Gunnet advised that a wage increase effective 10/1/16 was discussed during last year's budget preparation. With increases every 18 month, no increases would be effective in 2017.
- The cost of dental insurance is increasing slightly while the cost of vision insurance is decreasing. A change in the life/disability insurance company was made in September. The new company is One America. Their rates are guaranteed for three (3) years.
- The 2017 budget for the York Area Regional Police is proposing a 3% increase.
- The 2017 budget for the Windsor Area Recreation Commission is proposed to increase by 1% .
- The contribution to the Red Lion Ambulance and York Regional Emergency Medical Services is to increase by 2%.
- The donations to the senior centers, Kaltreider-Benfer Library, VNA and Red Lion Community Services will remain at the 2016 rates.
- Building security was discussed. Quotes were received to install level 2 bulletproof glass in the windows at the Receptionist and Zoning Office as well as beside the doorways. The Board advised that they wished to pursue this from the Capital Reserve Fund.
- The installation of panic buttons in the Board Room as well as the Receptionist's desk were also approved from the Capital Reserve Fund.
- Mrs. Gunnet advised that she would like to insulate the block wall in the front office similar to what was done at the Public Works Building. She noted that the built-in filing cabinets may not be able to be reused once they are removed. Also, two (2) desks may need to be purchased as the built-in corner desks will no longer be able to be utilized. The Board agreed to the work.
- An email has been received from the Zoning Hearing Board requesting an increase in their meeting compensation which is currently \$25.00 per meeting. After a discussion, the Board agreed to increase the amount to \$30.00 per meeting.

- Mrs. Gunnet advised that once the 2017 budget for the Sewer has been determined, then a decision can be made as to whether there should be a rate increase. The rate increased \$5.00 per EDU in February of 2016.
- 2017 is Year 6 of the 7 Year Rehabilitation Plan. It was noted that once the work detailed in the plan has been completed, the pump stations will be good for many years.
- Beaverson Pump Station elimination - The right-of-ways have been obtained. We are waiting for the DEP permits. Springettsbury Twp. plans to put out the bid and have the work completed in 2017. Our agreement calls for a lump sum payment at the end of the project. There was a discussion on how the costs would be paid. It was the consensus of the Board that the costs would be paid from the Sewer surplus funds.
- The Community Center was discussed. The cost of the study is to be paid from the Capital Reserve Fund. The buildings/pool were discussed. Demolition will not be done in 2017.
- The addition of a left turn lane at Ness and Windsor Rds. is still underway. The cost of the project will be split between the Red Lion Area School District, Keystone Custom Homes and the Township. Keystone Custom Homes will be responsible for the construction.
- The playground equipment at Windsor Wonderland was discussed. Another slide has cracked. The replacement cost is between \$4000 and \$5000. It was the consensus of the Board to replace the slide with a climbing piece. It was noted that the playground equipment is 20 years old this year.
- A notice was received from the York County Solid Waste Authority that they will be increasing the tipping fee from \$59 to \$62/ton in 2017.
- PennDOT is advising that our liquid fuels estimate for 2017 is \$591,000.
- Various road projects are proposed for 2017.

Mr. Heffner asked the Board members if they had any additional comments. No one did.

The meeting adjourned at 1:07 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary