

## WINDSOR TOWNSHIP BOARD OF SUPERVISORS

April 17, 2017

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, Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble.

2. The Pledge of Allegiance was recited.
3. On the motion of Rodney Sechrist seconded by Jo Anna Shovlin, the minutes from the March 20, 2017 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 an invitation from the Red Lion Area School District to their Arbor Day/Grand Opening Ceremony for Windsor Manor's Outdoor Classroom. She stated that the Township had made a donation to this project in August 2015. She asked the Board to let her know if they plan to attend so she can RSVP.
  - C. Mrs. Gunnet advised that the Board has received a copy of the 2016 Annual Report for York Regional Emergency Medical Services.
  - D. Mrs. Gunnet advised that she has received a letter from the Red Lion FFA thanking the Board for the donation that they made toward the attendance of the convention last year.
  - E. Mrs. Gunnet advised that she has received a copy of a letter from the Pennsylvania Department of Transportation that was sent in response to Norma Lingenfelter's request for a traffic control device at the intersection of Cape Horn and Windsor Roads. Mrs. Shovlin asked that Mrs. Gunnet forward a copy of this letter to Representative Saylor to put in their file.
  - F. Mrs. Gunnet advised that she has received an invitation to Yorkana Volunteer Fire Company's Appreciation Dinner which will be held on Friday, April 21st. She asked that the Board let her know if they plan to attend so she can RSVP.
5. Windsor Township Fire & Rescue Association – Scott Gingerich was present. He advised that Felton has received their QRS certification and can now respond to this category of emergency. He stated that there will be box alarm changes requested at a later date. Mrs. Gunnet questioned if this certification allows them to treat someone on the scene until an ambulance arrives. Mr. Gingerich stated that this is correct. He added that this is a very expensive certification to receive and they were fortunate to piggyback with Delta Fire Company who paid for the cost.
  - A. Mr. Heffner advised that the next Fire Chiefs meeting will be held on April 27th at Dallastown.

B. Mr. Heffner advised the Felton Fire Company has paid off their loan.

6. York Area Regional Police Department - Corporal Miller was present. He reviewed the report for March. Mrs. Shovlin stated that they are doing a good job addressing aggressive driving. Corporal Miller noted that they cited someone for travelling 116 mph on Cape Horn Road.

A. The monthly report for March is available for review.

7. Solicitor:

- A. Attorney Rausch advised that Red Lion Salvage had been before the Zoning Hearing Board to request approval to sell cars as part of their junk yard. The request was denied. They are now considering the proposal of a text amendment that would allow for the sale of a limited number of vehicles. Mr. Allison advised that what they testified to at the Zoning Hearing Board meeting may not be the same as the proposed amendment. In addition, any changes would apply to all junk yards.

Mr. Heffner commented that this may be a good idea since it would put vehicles back on the road that would otherwise be junk. Mrs. Shovlin commented that previously there was an issue with this junk yard contaminating a creek.

Attorney Rausch advised auto sales is a permitted use in the General Commercial Zone. Mr. Allison stated that the Township has three junk yards. Two are located in the Industrial Zone and one in the Agricultural Zone. He stated that there are discrepancies between the Junk Yard and Zoning Ordinances and questioned which one would be amended.

Attorney Rausch advised that Red Lion Salvage is looking for an opinion from the Board as to whether they would be in favor of an amendment. Mr. Heffner questioned if it could be limited to a specific amount. Mr. Allison explained that under their junk yard license, they can sell a car currently but it must be towed off site and the sale would occur elsewhere. He stated that it would be very difficult to track the number of cars sold onsite. It was the consensus of the Board that they were not in favor of a change to the regulations.

- B. Attorney Rausch advised that he will be meeting with C.S. Davidson to discuss reacquiring the abandoned right-of-way that is required for the Ness and Windsor Road intersection improvements.

8. Township Engineer:

- A. Mr. Klinedinst advised that he has received notification that the Township was not the recipient of a Commonwealth Financing Authority Grant. He stated that there was \$22 million in funding available through the grant and applications were submitted totaling \$170 million. There were three projects that were awarded a grant in York County.

- B. Surety Reduction - Laurel Vistas, Phase 2 - Mr. Klinedinst advised that he has received a security reduction request in the amount of \$367,453.20 for Laurel Vistas, Phase 2. This leaves a remaining balance of \$216,822.80. He recommended the reduction. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the surety reduction for Laurel Vistas, Phase 2 based on the recommendation of the Township Engineer. Motion carried. Three votes yes.
- C. Windsor Manor Pump Station elimination - Mr. Klinedinst advised that Rick Resh had previously sent a letter regarding the potential costs for the removal of the Windsor Manor Pump Station. He estimated that the cost would be \$360,000. It would be necessary to negotiate with the landowner and developer. Mr. Heffner questioned how long it would take to complete this project. Mr. Klinedinst stated that it could be completed within one year.  
  
Mr. Trout estimated that it would cost between \$150,000 to \$160,000 to upgrade the station. Mr. Sechrist advised that he would like to pursue this. Mr. Klinedinst stated that the staff could start discussions as this would be a 2018 project. On the motion of Rodney Sechrist seconded by Jo Anna Shovlin, the Board approved for discussions to begin for the elimination of the Windsor Manor Pump Station. Motion carried. Three votes yes.
- D. Mr. Klinedinst advised that there are Community Development Block Grants available for ADA projects that are not income based. The Board expressed interest in sliding doors for entrance into the Township Office. Mrs. Gunnet will look into this.

9. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for April. Mr. Heffner expressed his concern about awarding the upcoming Oil & Chip bid to the contractor that had done shoddy work a few years ago. Mrs. Gunnet advised that the issues have been documented so even if they are the low bidder, the bid will not be awarded to them. Mrs. Shovlin complimented the Highway Department for the great job they did with snow removal this winter.
- B. East York Interceptor Upgrade (Beaverson Pump Station Elimination) - Update - Mrs. Gunnet advised that Springettsbury Township also approved the bid with Alternate #1 so the force main will be replaced in conjunction with this project.
- C. April 6 storm cleanup - Husson Road - Mrs. Gunnet advised that the Highway Department was out clearing clogged drains during the storm. On Husson Road, there was debris clogging the pipe under the driveway where the flooding typically originates from but they were able to get to it before it created an issue. Mrs. Gunnet advised that Mr. Voytek sold the property in June 2016 and the new owner likely does not know of the issues. Mrs. Shovlin commented that she remembers being on site discussing this issue. Mr. Trout stated that they had done some other work in this area and upgraded the size of the Township's pipes. It was the consensus of the Board for Mrs. Gunnet to send a letter to the new property owner.

- D. Purchase of truck chassis - Sewer Department - Mr. Trout advised that the truck that is being presented has a dual battery. He is also requesting approval for an aluminum body as it should hold up better. Mr. Heffner questioned if the department has tools to put on the truck. Mr. Trout stated that they have some and would just purchase some over the years. The cost for the truck is \$30,346. The body would be an additional \$26,500. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the purchase of a truck chassis for the Sewer Department. Motion carried. Three votes yes.
- E. Sewer main repair - Tennyson Garth - Mr. Trout stated that they have excavated on Tennyson Garth to make some repairs to the sewer main and have discovered that the water main is located over top of the sewer main. He stated that he contacted Red Lion Municipal and requested that they give a quote for the moving of the line but he has not received information from them yet. He also questioned if they would be paying for the relocation. He noted that there will be several residents that would be without water for 2 to 3 days while the work is being done. Mr. Klinedinst asked if Mr. Trout had looked into pipe bursting. Mr. Trout stated that he did not. The Board advised him to look into this option further.
- F. Mr. Heffner advised that the spring leaf collection will take place from April 17th to April 28th.
- G. Traffic Study - Windsor Road from Valley Road to John Norris Blvd - Aggressive pavement surface - Mrs. Gunnet advised that she was contacted by the Laurel Fire Company President regarding aggressive pavement surface. This surface will be applied at the intersection of Windsor Road and North Blacksmith Avenue. They are interested in having it applied on Windsor Road between the intersections with Valley Road and John Norris Boulevard. Because this is a state road, PennDOT is requiring a traffic study which needs to be requested by the municipality. It was the consensus of the Board for a traffic study to be completed.
- H. Joint Line Painting - Bid results - Mrs. Gunnet advised that **D.E. Gemmill** is the low bidder for the **line painting**. On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.
- I. Highway Department & Building/Grounds employees - Policy - Carry portable radios - Mrs. Gunnet advised that during the day, it can be difficult to contact the employees. She stated that she has created a policy that would require them to carry a portable radio. Attorney Rausch has reviewed and approved it. It was the consensus of the Board to adopt the policy.

10. Other Business:

- A. Mr. Heffner advised that the Board has received the Zoning Report for March. There were no questions.
- B. Mr. Heffner advised that the Board has received a copy of the Township Manager Report for March. There were no questions.

- C. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer Report for March. There were no questions.
- D. Electronics Recycling - Update - Mrs. Gunnet advised that the Township collected 33 boxes of electronics at the collection. This was significantly less than last fall when over 60 boxes were filled. She stated that the Boy Scout Troop did a great job assisting again. It was the consensus of the Board to make a \$500 donation to their troop. The next collection will take place in October.
- E. Public meeting - Community Center - Update - Mrs. Gunnet reported that the Community Center meeting was successful. Approximately 40 people attended. A survey had been completed by those present for what people most wanted. It was categorized by indoor, outdoor, general and overall. The Board has a copy of the report. She commented that a dog park ranked 6th. She added that Mr. Good from Pashek Associates anticipates the full survey to be complete in June.
- F. Recycling carts with lids and wheels - Update - Mrs. Gunnet advised that the recycling carts have arrived. The cost will be \$26.50 each. Mr. Heffner questioned how the collection company is going to handle them. Mrs. Gunnet advised that she sent an email to York Waste Disposal informing that the residents are purchasing them and they should be handled properly. She noted that each cart has a serial number on it and the homeowner can use this for tracking should they think a neighbor has taken theirs. Mrs. Gunnet advised that there are approximately 1,000 small bins left. In 2009, 7,200 bins had been purchased with a grant.
- G. 2018 York County Regional Pollutant Reduction Plan - Mr. Allison advised the annual cost for the CBPRP is going to be significantly higher. Currently the Township is paying \$6,000 per year. He stated that he has no firm figures but estimated that it could be \$200,000 per year. Mr. Heffner questioned what the Township gets for that amount of money. Mr. Allison stated that the Township is federally compliant. He added that he has no idea what financing may be available. Mrs. Gunnet noted that if municipalities pull out of the consortium, this figure could increase. She added that with that said, the cost to the Township would be even higher if we tried to meet the regulations on our own. An estimated figure should be available by budget time.
- H. Mr. Heffner advised that the Community Volunteer Day scheduled for Saturday, April 29th has been cancelled. Mrs. Gunnet explained that the Red Lion baseball team was going to assist that day but they now have a game. She stated that they have offered to assist in the evenings but this will be difficult since there are items that are borrowed for that specific day.
- I. Mr. Heffner advised that the Board meeting scheduled for May 1, 2017 will be cancelled.
- J. Columbia Gas - Use of Board Room - Taylor Estates residents - Mrs. Gunnet advised that Columbia Gas is exploring a potential gas line expansion on Freysville Road. Currently the main ends near the intersection with White Oak Road. They are looking to extend the line to provide service to the properties in the Taylor Estates subdivisions. Columbia Gas contacted the Township to see if they would be able to use the Board room to host the meeting. Mrs. Shovlin

commented that this would be to the benefit of the residents and does not see a problem with this. The Board agreed.

- K. Master Watershed Stewards - Grant - Mr. Allison stated that if the Township has a project, the Mater Watershed Stewards can obtain a grant to purchase and install plantings. This would be a benefit for the Township's MS4 requirements. They are interested in doing a project this year. It was the consensus of the Board to move forward with a project with the Mater Watershed Stewards.
- L. OLDS Ordinance waiver request - 1399 Mundy Road and 1400 Mundy Road - Donna Freeman advised that she is the Executrix for these properties. She stated that she is requesting exemption from the OLDS Ordinance for both of the properties. She explained that she had the systems on both properties inspected four years ago and both have remained uninhabited during the past four years. There is a trailer located on the property at 1400 Mundy Road. No one has lived in it for seven years. The roof has holes in it, there is mold on the walls and the pipes are deteriorated. She feels that it would need to be completely replaced. There is a standard septic system on this lot. There is a farmhouse on the property located at 1399 Mundy Road. The house has been abandoned and is served by a cesspool.

Attorney Rausch questioned what the intention is for these properties. Ms. Freeman advised that they will be transferred to beneficiaries once the Estate is settled.

Mr. Allison stated that he does not see an issue with granting the exemption for the cesspool but feels the standard system should be inspected as it could be reused and may need a repair. Mr. Heffner questioned if the systems would have to be inspected in four years if an exemption is granted. Mr. Allison advised that they would.

**After discussion, on the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board granted a waiver of the pumping and inspection requirements of the OLDS Ordinance for 2017 provided that there is no occupancy for the properties at 1399 and 1400 Mundy Road. Motion carried. Three votes yes.**

- M. Gaga Ball Pit - Mrs. Gunnet advised that Isaiah Gingerich is planning to start the installation of the Gaga Ball pit on Saturday, April 22nd at noon. He raised enough funds to cover the cost for the hardware but not the lumber. The Board had previously agreed to cover the balance of the project that he did not raise funds for. He does qualify for a discount on the lumber. The project will be completed in one day.

#### 11. Unfinished Business:

- A. Fire Tax - Possible millage rates - Mrs. Gunnet advised that she has provided the Board with a spreadsheet that breaks down the average percentage of calls for each station for the 2013 to 2016 timeframe. She stated that she is able to obtain a call category spreadsheet from York County 911 if desired. She added that the Board also has a copy of a presentation that was given at the Manager's Meeting that deals with Act 7 of 2008 which requires funding for emergency services.

Mrs. Gunnet commented that there will be a large increase in costs for the Chesapeake Bay Pollutant Reduction Plan and the Board may want to consider holding off on the fire tax. It was the consensus of the Board to table the fire tax.

12. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking. Elmer Fromm, 50 Oak Drive, advised that he has been involved with the Red Lion Fire Company since 1980 and is a life member. He stated that he receives reports from the fire company and expressed his concern that they are not responding to all calls in their area. He commented that there have been fires that Dallastown has responded to. Mr. Sechrist stated that this is one reason why he thinks Dallastown should continue to be in the Township's Association. Mrs. Gunnet reminded that the Mutual Aid Agreement would require them to respond to an emergency.

Mr. Fromm stated that he provided a report to the Board that lists the active members in the Red Lion Fire Company. He commented that it is harder to get volunteers especially since some are paid. Mr. Sechrist stated that the leadership in the company could be an issue as well. Mrs. Shovlin acknowledged that there have been some issues within the company but that should not be put before the safety of the community.

Mr. Fromm commented that call volumes can be fudged as well to show an increase in calls for funding. He stated that ultimately he is a concerned resident who wants to make sure that if he has a fire at his home that the fire company is going to respond.

Mrs. Shovlin stated that it sounds like there could be a problem but does not know what basis the Township could withhold funds. The Board will take this matter under advisement.

13. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mr. Sechrist did not have any comments.

Mrs. Shovlin questioned if there is an update on the countertop. Mrs. Gunnet stated that she had spoken with Mr. McBrien about two weeks ago and they have found a supplier for the countertop but she has not heard from him since. She will follow up on this.

Mrs. Shovlin advised that a security camera needs to be replaced at York Area Regional Police Department's office. The existing one was so old that they were unable to fix it. She stated that York Township had someone drive a vehicle on their fields which caused so much damage that they are unable to be used. She stated that the type of security cameras that York Township installed are compatible with YAPD's cameras and they can tie into the same system. She suggested upgrading the Township's cameras as well as installing one at the Township Office. This will be discussed at Budget Workshop.

Mrs. Shovlin thanked Attorney Rausch and Mr. Klinedinst for their time and expertise. She stated that she truly values their opinions.

Mr. Heffner did not have any comments.

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 at 8:01 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary



CITIZENS PRESENT

April 17, 2017

Donna Freeman  
Scott Gingerich  
Corporal Miller  
Elmer Fromm  
John & Lynn Cheeseman

3916 Norrisville Road Jarrettsville MD  
Windsor Township Fire & Rescue Assoc.  
York Area Regional Police Department  
50 Oak Drive Red Lion PA  
910 Cranberry Lane York PA