

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

July 17, 2017

1. The meeting of the Windsor Township Board of Supervisors was called to order by Chairman Dean Heffner at 6:04 p.m.

Those present: Dean Heffner, Rodney Sechrist, Attorney Charles Rausch, John Klinedinst, Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble.

2. The Pledge of Allegiance was recited.
3. Mr. Heffner advised that the approval of the June 19, 2017 minutes would be tabled as only one Board member was present at that meeting is at this meeting.
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 Comcast informing that there will be a price increase for the self-installation kit. Information will be included with the customer's bill.
  - C. Mrs. Gunnet advised that she has received a letter from the Golden Connections Community Center thanking the Board for their donation.
  - D. Mrs. Gunnet advised that she has received the Audit Report of the Township's financial records for 2016. There were no findings. The Board has received a copy.
5. Windsor Township Fire & Rescue Association – Jim Pritchard, Laurel Fire Company, was present. He stated that he did not have anything specific to report on.
  - A. Mr. Heffner advised that the next Fire Chiefs meeting will be held on August 24th at Laurel Fire Company.
  - B. Mrs. Gunnet advised that the Association had asked that the Board provide their thoughts on the vision for them in the future. Mrs. Gunnet stated that one of the items that the Board thought about was a regionalization or merger of the companies. Mr. Pritchard stated that this could be an option and they are waiting to see the outcome of the York Township merger. He noted that Yoe Fire Company and Dallastown Fire Company are part of that merger and also serve Windsor Township. Mrs. Gunnet added that they will be presenting information on the merger to the Board in September.
  - C. Contracts - Proposal from Association & Date to meet with Fire Chiefs - Mrs. Gunnet advised that the fire companies are proposing a 5 year contract. The Board has information from them. She stated that Mrs. Shovlin is agreeable to 3 years. A date will be scheduled in August to meet with the Chiefs. Mrs. Gunnet stated that once all of the Chiefs respond, the final date will be determined.

- D. Mrs. Gunnet advised that at the last Fire Chief's meeting, a few changes were made to the by-laws. They should be approved at the August 24th meeting.
- E. July 13, 2017 fire at Red Lion Salvage - Mrs. Gunnet advised that the Board has pictures from the fire scene. Mr. Yahnke reported that he arrived to the scene approximately 1 hour and 13 minutes into the call. Dan Orwig from Laurel Fire Company was running the scene until he arrived. He advised that they started to fight the fire from Craley Road and he was made aware that there was an operational hydrant located off Boxwood Road in a section of an industrial park. They then gained access from this side of the property. He stated that an access had to be cut in for the fire trucks and the workers on site were able to do this. He suggested sending a letter thanking Mr. Rexroth for his assistance.

Mr. Heffner questioned how they were able to manage the runoff. Mr. Yahnke advised that they put down booms to collect water. York County Hazmat did respond to the scene and Lancaster County Hazmat was on standby. He stated that they do not carry a lot of hazmat materials and extra supplies were required.

Mr. Yahnke advised that during the fire there were many explosions because of the nature of the fire. He estimated that 125 cars were burnt. He noted that the fire companies also lost equipment. He stated that Red Lion alone lost over 1,500 feet of supply line and 9 sets of gear. This will result in about a \$15,000 insurance claim. Mr. Pritchard stated that one of the benefits of working together as an Association is that they are able to help each other out. He stated that they just purchased new supply line so they will be able to loan line to Red Lion.

Mr. Heffner questioned if there are regulations that the Township can put into the Junk Yard Ordinance that would help assist the fire companies in a situation like this. He asked if the fire lanes were large enough. Mr. Yahnke advised that fire trucks are not made to run on #4 ballast stone and that made it difficult to get into the site. Mr. Allison provided Mr. Yahnke a copy of the current Ordinance for review.

Mr. Allison advised that PennDEP has been to the site. He stated that there was an embankment before the creek which helped with the runoff and contamination. He stated that PennDEP will be enforcing any State regulations.

Mr. Yahnke commented that he is aware that the owner was stating that one of the fire trucks was dumping 5,000 gallons per minute and that led to additional runoff. He stated that this is not possible as the maximum output is 1,500 gallons per minute. He noted that there will be a small amount of leakage due to the relief valves.

Mr. Yahnke advised that overall there were no injuries to the fire fighters or loss of engines. The Board thanked them for their good work.

Mrs. Gunnet advised that on Friday, the day after the fire, the pipe under the driveway collapsed. The owner was able to get an emergency permit from PennDEP to replace the pipe and the work was finished today.

6. York Area Regional Police Department - Chief Tim Damon was present. He reviewed the report for June, noting that there was another heroin overdose. He advised that a skimming device was also located on the ATM at the Rutter's Store on Delta Road. He reported that there was a robbery at the M&T Bank on Lombard Road and the suspects were quickly apprehended. Chief Damon advised that National Night Out will be held on Tuesday, August 1st from 5:00 p.m. to 8:30 p.m. at the Dallastown Community Park.

Mr. Heffner stated that later on the agenda, there is a request to close a Township street for a block party. He asked for the Chief's opinion. Chief Damon stated that he is not in favor of closing a street.

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

7. **Jessica Dixon - Possible changes to Recreational Vehicle Ordinance** - Ms. Dixon advised that she had been before the Board a few months ago and the Board had tabled her request for changes to the Recreational Vehicle Ordinance until this evening. She stated that she has a petition with signatures in support of allowing riding to be increased from half an hour to one hour at a time and to be permitted to ride until 8:00 p.m.

Mrs. Gunnet advised that she had spoken with Mrs. Shovlin and she had asked that she voice her opinion. Mrs. Shovlin is not in favor of any changes to the Ordinance. Mr. Heffner stated that when this Ordinance was enacted, the Board attempted to make it fair to all and he agrees with Mrs. Shovlin that no changes should be made. **It was the consensus of the Board to not make changes to the Recreational Vehicle Ordinance.**

8. **Sue Lambright - Support of a Citizens Commission for legislative and congressional redistricting** - Ms. Lambright advised that she is the Chairperson for a non-partisan group that is petitioning in support of a citizens commission for legislative and congressional redistricting. She stated that she was before the Board last month and they had tabled the discussion until this evening. Ms. Lambright reminded the Board that she is asking for a signed Resolution giving their support. Mrs. Gunnet advised that she spoke with Mrs. Shovlin and she is not in favor of signing a Resolution. Mr. Sechrist agreed. **It was the consensus of the Board to not pass a Resolution.** Ms. Lambright questioned if she could approach the Board in the future and they agreed to this.
9. Kerry Tappin - Closing of streets in Whisper Run for a block party - August 12th from 5:00 p.m. to 10:00 p.m. - Ms. Tappin advised that she is organizing a block party in her development as a way of getting the neighbors together. She stated that she would like to close the street so that there is a central place to congregate. The area would affect the homes at 100, 105 and 110 Angela Lane. She stated that she does have written approval from them.

Mr. Heffner questioned if there are any liability waivers that they should sign if the Board agreed to close the street. Attorney Rausch advised that the Township could have them sign off. Mr. Allison asked if it would be possible to reduce the closure to only one lane since the police department is not in favor of having the entire road closed. Chief Damon stated that this would be a better option. It

was the consensus of the Board to allow one lane to be closed with the condition that the property owners affected sign a waiver release.

10. Wendy Telewicz - Reduction of width of stormwater easement in Windsor Meadows - Mr. Allison advised that the Board has received a letter from Ms. Telewicz. He explained that Ms. Telewicz has planted trees within the stormwater easement which will need to be removed. The subdivision plan specifically prohibits items from being placed within the easement. She is requesting that the easement be reduced in size so that her trees are no longer within it.

Mr. Klinedinst advised that the system that was installed includes a grass filter strip on both sides of the trench. He noted that the stormwater plan design is part of the NPDES permit and PCSM plan. Therefore, the Township cannot approve any changes to the design.

Jeff Folkenroth, 55 Centre Court, questioned the location of the fence that was installed within the easement when the improvements were made to the system. He was informed that this was required by the subdivision plan.

Ms. Telewicz stated that she owns property that she cannot do anything with. She added that due to the construction of the walls behind some of the homes, the owners do not have a way to access the rear of the properties. She commented that she was the first to build a home in this section of the development and did not envision the finished project. She explained that she installed the trees for privacy. Ms. Telewicz advised that she has a petition signed by her neighbors to reduce the easement from 60' wide to 30' wide.

Mr. Klinedinst reiterated that the Township does not have the authority to reduce the size of the easement. He explained that the NPDES permit would need to be amended. The stormwater system would have to be redesigned by an engineer, approved and installed accordingly. He added that this was the method that the engineer chose when designing the development. Mr. Trout noted that when the Township collected on the bond and did the work, it was in accordance with the subdivision plan. Ms. Telewicz stated that there is no grass in that area if it is to be considered a grass filter strip. Mr. Trout advised that it is up to the homeowner to maintain their properties. Romenta DeShields, 110 Ava Drive, stated that her husband installed rocks in this area to keep the weeds down.

Dennis Bartnik, 122 Morningside Drive, commented that he would think that the bond that was collected would have been designed to help the people. Mr. Trout explained that the bond is only for the completion of any work associated with the subdivision plan. There were no remaining funds.

Ms. Telewicz stated that there are two lots owned by Charter Homes that they have told her that they do not plan to build a house on. She asked when the sidewalks would be installed. Mr. Allison advised that they are installed in conjunction with a Building Permit for a house and the Township cannot force Charter Homes to install them. Christopher Telewicz questioned if the adjoining property owner could purchase the lot for additional yard space. Mr. Allison stated that the lots could be purchased separately. There would be zoning regulations that would need to be abided by depending on what they wanted to do with the area.

Ms. Telewicz stated that she is going to pursue amending the plan and requested some additional time to remove the trees. Attorney Rausch advised her to stay in contact with the Township to update her progress.

11. Solicitor:

A. Attorney Rausch reported that the improvements were not completed in Taylor Estates, Phase II, Section A by the June 30th deadline. He advised that he will be working on collecting on the bond.

12. Township Engineer:

A. **Engineering estimate - 2017 Pump Station Improvements** - Mr. Klinedinst advised that he has prepared a quote for the 2017 Pump Station Improvements which includes the Royale Manor and New Forest Hills stations. The amount is \$47,000 which is based on time and materials. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the quote. Motion carried. Two votes yes.

B. Mr. Klinedinst advised that Derek Rinaldo is working on the Milner Heights basin upgrade and he needs authorization from the Township to advertise for bids. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board authorized for the bids to be advertised. Motion carried. Two votes yes.

13. Public Works:

A. Mr. Heffner advised that the Board has received the monthly report for July. Mr. Heffner questioned the paving on Manor Road. Mr. Trout advised that the Township only received one month notice that they were going to be paving all of Manor Road and there are manholes that need replaced. Fortunately he had materials in stock and York Excavating Company is able to do the work. Mrs. Gunnet stated that she just happened to receive a survey from PennDOT and she made a comment that communication is lacking between the local PennDOT office and the Township. Mr. Trout added that when PennDOT has a contract for a project there is typically not an issue but this is a PennDOT project being done by PennDOT personnel.

B. Pole Building - Sliding doors vs overhead door - Mr. Trout advised that the building on Lombard Road has a 24' wide, 14' opening with a sliding door. He stated that the door needs to be replaced and the Board had already agreed to do so with sliding doors. He noted that a 16' wide opening is sufficient but a roll up door would be preferred. There are funds available from other projects coming in lower than budgeted. Mr. Heffner questioned if the building is sound. Mr. Trout stated that it is but will likely need to be reroofed in about five years. He added that he did get a quote of \$1,500 to replace the gutters. He also noted that there is no outdoor lighting on the building. Mr. Allison asked if this building will remain based on the Community Center design. Mrs. Gunnet commented that the building will remain for at least five to six years. It was the consensus to replace the pole building door with an overhead door and to add exterior lighting.

14. Other Business:

- A. Mr. Heffner advised that the Board has received the Zoning Report for June. There were no questions.
- B. Mr. Heffner advised that the Board has received a copy of the Township Manager Report for June. There were no questions.
- C. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer Report for June. There were no questions.
- D. Community Center Study update - Mrs. Gunnet advised that she received an update from Bob Good of Pashek Associates. The report should be completed in late August. He is waiting for some information from WARC. He also informed that he will be semi retiring.
- E. WARC Summer Camp - Coloring contest - Mrs. Gunnet advised that Mr. Allison and Skip Missimer from the Red Lion Municipal Authority, gave a presentation on the Chesapeake Bay to the day camp participants. Afterward the campers participated in a coloring contest. The winner of the older age bracket was Delaney Woerner and the winner of the younger age bracket was Johanna Henning. The pictures are on display in the hallway.
- F. Lewis Rhinehart - Well/Septic Isolation Distance Agreement - 1200 Felton Road - Mrs. Gunnet advised that the septic system at 1200 Felton Road has failed and the alternative location will be within the isolation distance from the well. She stated that an Agreement has been prepared. The property is selling and the current owners now reside out of state. She stated that she has received an emailed copy of the signed Agreement but the original is in the mail. She stated that the Chairman can sign it once it is received. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the Well/Septic Isolation Distance Agreement for 1200 Felton Road. Motion carried. Two votes yes.**
- G. Mrs. Gunnet advised that the Board has received a copy of the Building Permit Report for the first half of 2017.
- H. Mr. Heffner advised that the Township will be holding an Electronics Recycling collection at the Public Works Building on Saturday, October 21st from 9:00 a.m. to 12:00 p.m. The Boy Scouts will be there to assist. Mrs. Gunnet reminded that the York County Solid Waste Authority also has collections if residents are unable to attend this event.
- I. Quote - Bulletproof glass - Mrs. Gunnet advised that the Board has received a copy of the quote for bulletproof glass. This is through a program similar to Costars called Keystone Purchase Network. She noted that due to the cost, prevailing wages will apply. If the improvements were split over two years, it would be a savings of \$1,800 since it would eliminate prevailing wages. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the purchase of bulletproof glass and splitting the project over two years. Motion carried. Two votes yes.**

- J. 2018-2022 Regional Chesapeake Bay Pollutant Reduction Plan cost sharing schedule - Mrs. Gunnet advised that the Board has received a copy of the final cost sharing spreadsheet. The Township's share is \$118,375 for each of the next five years beginning in 2018. She stated that although this is a significant increase, it is a savings over some options. Mr. Klinedinst added that it is still less than the cost for the Township to comply on our own. This cooperative also allows the flexibility to receive credit for projects completed in other municipalities.
- K. ACT 617 Group (Sonic) - Letter of Credit expires - Mrs. Gunnet advised that the letter of credit for Sonic will expire on August 15th. She stated that they had informed her that it will be extended by that date but if it is not, she needs approval for Attorney Rausch to start the collection process. It was the consensus of the Board for Attorney Rausch to proceed on the collection of the Letter of Credit if it is not extended by the deadline.
- L. Mr. Heffner advised that the summer meeting schedule is in effect so there will not be a Board meeting on August 7th.
- M. Mr. Heffner advised that an Executive Session will be held after the meeting to discuss contract negotiations.

15. Unfinished Business - There was none.

16. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking. Jeff Folkenroth, 55 Centre Court, questioned the purpose of the bulletproof glass. Mr. Heffner advised that it would be replacing the windows in the hallway for safety purposes.

Dennis Bartnik, 122 Morningside Drive, stated that he would like the Board to consider amending a different section of the Recreational Vehicle Ordinance than Ms. Dixon proposed. He requested that they look at the section which deals with who can ride on a property. He stated that currently only residents of the property are permitted to ride but he now has grandchildren who may want to ride at his house. He commented that the Ordinance is very one sided and restrictive and he would like it abolished. He added that this Ordinance is why his one son chose not to ride.

Mr. Bartnik stated that there is such concern about water runoff and he is constantly seeing mowed grass being blown onto the streets and not cleaned up. He noted that this can be dangerous. He asked why the Township is not enforcing other rules that are already in place.

Mr. Bartnik advised that he would like to see four way stops installed at the Snyder Corner Road/Pleasant Grove Road, Burkholder Road/Blacksmith Avenue and Burkholder Road/Snyder Corner Road intersections. He commented that recently there was another fatality at the Snyder Corner Road and Pleasant Grove Road intersection.

Mr. Bartnik stated that the Recreational Vehicle Ordinance was originally created because the Township stepped in the middle of a personal dispute. He stated that he feels the Board needs to

come to a fair and amicable decision for all. He added that his rights have been sacrificed because of this Ordinance.

17. Supervisors Comments – Mr. Heffner asked Mr. Sechrist if he had any comments. He did not.

Mr. Heffner did not have any comments.

18. On the motion of Dean Heffner seconded by Rodney Sechrist, the bills were approved. Motion carried. Two votes yes.

19. The meeting of the Windsor Township Board of Supervisors adjourned into an Executive Session to discuss contract negotiations at 7:59 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

July 17, 2017

Rod Weitkamp	Yorkana Fire Company
James Pritchard	Windsor Fire Company
Joseph F. Yahnke	Red Lion Fire Company
Steve Coble	Beverly Hills Court Red Lion PA
Jessica Dixon	3050 Freysville Road Red Lion PA
Ajay Dixon	3050 Freysville Road Red Lion PA
Rementa Evans DeShields	110 Ava Drive Red Lion PA
Andrea Folkenroth	55 Centre Court Red Lion PA
Jeff Folkenroth, Jr.	55 Centre Court Red Lion PA
Kerry Tappin	190 Surrey Lane York PA
Dennis Bartnik	122 Morningside Drive Red Lion PA
Sue Lambright	1000 Locust Grove Road York PA
Wendy Telewicz	100 Ava Drive Red Lion PA
Christopher Telewicz	100 Ava Drive Red Lion PA
John Croft	1017 Delta Road Red Lion PA
Chief Tim Damon	York Area Regional Police Department