

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
September 17, 2018

1. The meeting of the Windsor Township Board of Supervisors was called to order by Chairperson Dean Heffner at 6:00 p.m. He welcomed Mrs. Kerchner to the Board.

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

See list of those present.

2. The Pledge of Allegiance was recited.
3. On the motion of Rodney Sechrist seconded by Dean Heffner, the minutes from the August 20, 2018 meeting were approved. Motion carried. Two votes yes. Mrs. Kerchner abstained from voting due to not being a Board member at that time.
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 copy of the Limited Procedures Engagement from the Department of the Auditor General for the Township's Non-Uniform Pension Plan. It covers the period from January 1, 2017 to December 31, 2017. She explained that it is essentially an audit to ensure that both PMRS and the Township are completing proper paperwork and procedures. All was in compliance.
5. Windsor Township Fire & Rescue Association - Jim Pritchard was present. He advised that a Fire Prevention event will be held at the Windsor Commons Shopping Center on Saturday, October 6th from 10:00 a.m. to 2:00 p.m.

Mr. Pritchard reported on the possible merger of the Windsor, Red Lion, Yorkana and Felton fire companies. Yorkana had previously voted to withdraw. He stated that Windsor has now voted to withdraw as well. He commented that two companies can still merge but it will not be as effective.

Mr. Pritchard advised that he was in favor of a merger and is unsure why his department voted against it. He noted that he is aware that the Township is in favor of a merger and suggested having the Township contact these companies to find out their 3 to 5 year plans.

Mr. Heffner asked Mr. Pritchard if he feels they voted against a merger because they were afraid that one of the stations may be closed. Mr. Pritchard stated that he feels it is because there are conflicts between personnel at different stations and because of the financial status. He

commented that he does not think that they understand that when a merger occurs, the financials all fall under that association and are not individual anymore.

- A. Mr. Pritchard advised that the next Fire chiefs meeting will be held on Thursday, October 25, 2018 at 7:00 p.m. at Yorkana Fire Company.
- B. Audit - Leo Independent Fire Engine Company No. 1 Relief Association - Update - Mr. Pritchard advised that representatives from the Auditor General's office attended their last Fire Chief's meeting. He stated that they are supposed to respond to some of their questions but have not done so yet.

Mrs. Gunnet advised that Red Lion has complied with their audit findings. The relief funds from the Auditor General's office were received today. She stated that she will be sending an email to confirm the Relief Treasurer for each organization and if all respond in a timely manner, the funds can be approved for distribution at the October Board meeting.

- C. Act 172 of 2016 Volunteer Firefighter Tax Credit - Mrs. Gunnet advised that the requirements to qualify for the tax credit were discussed at the last Fire Chiefs meeting. She stated that the Association recommended that the firefighter be a member in good standing and that they must attend a minimum of 20% of all calls, social events and fundraisers. She stated that the Ordinance will be advertised for adoption in October. It will go into effect in 2019 for tax year 2018.
6. York Area Regional Police Department - Chief Damon was present. He reviewed the report for August. He noted that there was a prostitution arrest at an illegitimate spa on East Prospect Road. The report also lists a kidnapping/abduction but that turned out to be a hoax. The shooting reported on Woodridge Road was a resident in Red Lion Borough that was shooting a pellet gun at a target and the missed shot ended in the neighbor's house. He noted that the shooting on Zion Church Road is still an active case.

Mr. Sechrist questioned why there were police officers staged in the middle of South Queen Street. Chief Damon advised that they were performing truck inspections. He commented that they typically do these inspections at the landfill but have been finding trucks in violation in other locations and are looking to setup on other roads. He stated that the issue is finding a location where the trucks can be pulled off the road.

- A. The monthly report is available for review.
7. Golden Connections - Kasie Ream - Kasie Ream advised that she is the Director of Social Services. She provided the Board with an informational flyer. She stated that the center is the first step when entering into an aging network because they offer many services in one location. She explained that the center offers a meals on wheels program as well as providing information

on nutrition, medications and announcing free meal locations. There were 23,846 meals served in 2017 at the center and 32,188 delivered.

Ms. Ream informed that the current membership is 1,443 which is a 22% increase from last year. The average age is 75 and women account for 70% of the membership. Of the members, approximately 75% visit the center one to three times each week. Because many baby boomers plan to keep working, the center has added evening programs as well. The center is being remodeled to install new flooring and an area with gym equipment.

Ms. Ream advised that 56% of their revenue comes from the local aging office and the majority of their expenses are spent on the facility as they own it. She noted that the contract they had on the former Red Lion Country Club property fell through because endangered species were found on the property. She added that they continue to look for land to purchase to build a new center.

Ms. Ream thanked the Board for their continued support and asked that they keep them in mind during budget discussions. She asked the Board if they had any questions for her. They did not.

8. Solicitor:

A. TAYLOR ESTATES, PHASE II, SECTION A - Agreement for Completion of Improvements - Expiration date of July 31, 2018 - Attorney Rausch advised that he informed Brian Fromme from Gemcraft Homes of the October 1st deadline. Mr. Allison stated that there is no way they will have everything completed by this date. He commented that he believes that the crew that is working on the lots currently under construction are the same ones that are doing the work in the basin. Attorney Rausch questioned what work they need to do. Mr. Trout advised that they need to fill in the pond, remove the trees and install sidewalks. There are 4 building lots that will remain. Mr. Allison stated that the Township can withhold the Certificate of Occupancy for the permits but he believes that there is only 1 lot left in Phase IV. Attorney Rausch asked how much work has been completed. Mr. Trout noted that not much has been completed. Mr. Allison commented that an extension deadline after October should be based on the time in which the Township could complete the work. Mr. Klinedinst recommended no later than March 31st.

9. Township Engineer:

A. Windsor Manor Pump Station Phase-Out - Update & Representative Stan Saylor: No funding available - Mr. Klinedinst advised that they have submitted the necessary applications and the Planning Module approval was received today. He stated that they are working on a cost estimate for the budget.

Mrs. Gunnet advised that Representative Saylor had mentioned having access to funds for a Small Water and Sewer Grant. However, the application timeframe to apply is closed. Mr.

Klinedinst stated that they are typically available every 18 months. However, they are based on demographics and financials and so it is not likely that the Township would qualify.

- B. Grant for ADA doors - Update - Mr. Klinedinst advised that the project was rebid through PennBid but no bids were received. He stated that he contacted the County to determine how to move forward and they informed that the Township can hire a contractor. However, since the funds are from a Community Development Block Grant, the federal requirements must still be met. Mr. Klinedinst advised that he met with a representative from Hershocks, Inc. about completing the work. They do not do electrical work so a separate electrical contractor would need to be hired. He added that he has been informed that it will take 4 to 6 weeks for the doors to arrive after ordered. Mrs. Gunnet noted that the work was to be completed by December 31st. Mr. Klinedinst stated that he felt the County would grant an extension.
- C. 2017 Pump Station Improvements - Mr. Klinedinst advised that he is recommending payment of Application #3 in the amount of \$108,090.99. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the payment. Motion carried. Three vote yes. Mr. Klinedinst informed that they have issued the Certificate of Substantial Completion.

10. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for September. There were no questions.
- B. Propane Bid Results - Mrs. Gunnet advised that that the bid results are attached the Boards agenda. The low bidder is Superior Plus Propane. They are located in Harrisburg. The rate is \$1.429 per gallon. Mr. Heffner questioned if the company is aware of the penalties if the building runs out of propane. Mrs. Gunnet advised that this company had representatives at the bid opening and they are aware. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board awarded the propane bid to the low bidder, Superior Plus Propane. Motion carried. Three votes yes.
- C. Storm Damage - Abbington detention pond, Zimmerman Road - pipe, Zimmerman Road/Blouse Road - area on lower side of pipe - Mr. Trout advised that there is a section of pipe that needs replaced on Zimmerman Road. There was an area that washed out at the intersection of Blouse and Zimmerman Roads.

Mr. Trout advised that the Highway Department spent 4 days in Chanceford Township helping them with the storm damage. Mrs. Gunnet stated that if an emergency is declared for the county, then she will bill Chanceford Township for the time spent and they will be reimbursed. Otherwise, there will be no expense to Chanceford Township.

Mr. Trout advised that there is an issue with the detention pond in Abbington. He explained that there is a 30" pipe that has deteriorated. Abel Recon has videoed the pipe and can line it. They estimated the cost at \$40,000. This is less evasive than open cutting East Prospect Road to replace the pipe. There is approximately 127' of pipe. He added that the outfall structure is also damaged and feels if the pipe is lined and reconnected to it, the outfall could fail. The cost for this project would be split between the Township and the homeowner of the lot. An agreement would be needed with the homeowner. Mrs. Kerchner questioned if the homeowner was aware that part of the project cost would be his responsibility. Mr. Trout advised that the homeowner told him that he knew. It was also noted that work is needed to fix the spillway and remove sediment from the pond. It was the consensus of the Board for Attorney Rausch to prepare an agreement.

- D. East York Interceptor - Update - Mrs. Gunnet advised that it has been too wet to complete the restoration. Springettsbury Township has been fined \$28,000 by PennDEP for exceeding the limit of disturbance. They will be paying the fine and then deducting that amount from the contract price. They are hopeful that the work will be completed by the end of the year.

11. Other Business:

- A. Mr. Heffner advised that the Board has received the Zoning Report for August. There were no questions.
- B. Mr. Heffner advised that the Board has received a copy of the Township Manager Report for August. There were no questions.
- C. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer's Report for August. There were no questions.
- D. Mr. Heffner advised that there will be no meeting on October 1, 2018.
- E. Windsor/Ness Road left turn lane - Robert D. Givens - Replacement of bushes with fencing - Mrs. Gunnet advised that Mr. Givens had asked for his hedge to be replanted but since the Board had denied the request, he asked that a fence be installed. Mrs. Gunnet stated that she contacted Lee Fence and received a quote for \$2,700. She commented that she recommends denying this request as well but noted that if he does not sign off on the additional right-of-way then the cost for condemnation will be more than \$2,700. Attorney Rausch stated that the Township could offer him \$2,700 for the right-of-way that could be used to purchase the fence. The Board agreed to this.
- F. Mr. Heffner advised that the pre-budget workshop will be held on October 9th at 1:00 p.m. and the budget workshop on November 13th at 1:00 p.m.

G. Request for speed limit reduction - Rt. 124 from Christensen Road to Locust Grove Road - Mrs. Gunnet advised that a resident stopped at the office to request that the speed limit be reduced from 40 mph on East Prospect Road. She stated that she informed him that the request had been made to PennDOT several years ago and a speed decrease was not warranted. Mr. Klinedinst advised that it is not likely that their outlook would change based on the actual rate of speed that cars travel on the roadway. It was the consensus of the Board to not pursue a traffic study.

H. Stormwater Maintenance Agreement: Eugene & Debra Deller - Snyder Corner Road
Andrew & Lisa Crawford - Manor Road

Mr. Allison advised that Eugene and Debra Deller are building a new home off Snyder Corner Road and Andrew and Lisa Crawford are building a new home off Manor Road. Both of the projects were required to have stormwater plans that require the standard maintenance agreement. On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the Stormwater Maintenance Agreements for Eugene and Debra Deller and Andrew and Lisa Crawford. Motion carried. Three votes yes.

I. Stormwater Ordinance - Andrew & Lisa Crawford - Waiver to allow stormwater pit within the building setback - Mr. Allison advised that the house will have a long driveway and in order to collect the stormwater, controls will need to be placed within the building setback. He stated that they are requesting a waiver of Section 306.R of the Stormwater Ordinance. On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the waiver request. Motion carried. Three votes yes.

J. Mrs. Gunnet advised that an inspection was completed for PennDEP MS4 Compliance and there were no violations.

K. Mrs. Gunnet advised that the Board has a copy of the 2017 Residential & Commercial recycling report. She commented that the Township recycled 28.96 tons less in 2017 than 2016. She stated that the amount will be even less next year because of the changes to the recyclable materials.

L. Mrs. Gunnet advised that every September, she is required to inform the Board of the minimum municipal obligation for the pension plans. No action is necessary. She stated that the plan for the police will be \$0 since there are no active members. The Township's obligation will be approximately \$111,029 for the non-uniform pension. This will be offset by State Aid which will be approximately \$73,000. She commented that PMRS did not invest in the stock market and therefore was not affected by the market crash in 2008 unlike the York Area Regional Police Department pension plan.

M. Cape Horn Road Safety Study meeting - Mrs. Gunnet advised that a meeting had been previously held with Representative Saylor's office, Chief Damon, and representatives from the York County Planning Commission, York Township and PennDOT to discuss the safety of Cape Horn Road from Red Lion Borough to the Longstown intersection. She stated that PennDOT has completed their traffic study and a follow up meeting will be held on October 15th at 1:00 p.m. at the Township office to discuss the results.

12. Unfinished Business:

A. VALLEY MEADOWS - Collect on letters of credit - Mr. Trout reported that D.E. Gemmill called about signage for the development but he has not had any other correspondence. It was noted that if Mr. Adams does not meet the paving deadline, he could pay the Township the amount that would have been received for liquid fuels.

13. 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.

14. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mr. Sechrist welcomed Mrs. Kerchner to the Board.

Mrs. Kerchner thanked the Board for allowing her to serve. She asked them to be patient with her as she learns.

15. On the motion of Kathy Kerchner seconded by Dean Heffner, the bills were approved. Motion carried. Three votes yes.

16. The meeting of the Windsor Township Board of Supervisors adjourned at 7:08 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT
September 17, 2018

Chief Damon
Kasie Ream
Jim Pritchard

York Area Regional Police Department
Golden Connections
Laurel Fire Company