

WINDSOR TOWNSHIP BOARD OF SUPERVISORS  
July 15, 2019

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

Those present: Dean Heffner, Kathy Kerchner, Rodney Sechrist, Attorney Charles Rausch, John Klindedinst, P.E., 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 Kathy Kerchner seconded by Rodney Sechrist, the minutes from the June 17, 2019 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 notice from Comcast informing that Xfinity on Demand will no longer be available to those with the TiVo service.
  - C. Mrs. Gunnet advised that the Community Volunteer Fire Company No. 1 of Yorkana will be hosting the 107<sup>th</sup> Firefighter's Association of York County Fireman's Convention and Parade on August 16 and 17, 2019.
5. Windsor Township Fire & Rescue Association – Jim Pritchard was present. He stated that he gave the quarterly report to Mrs. Gunnet earlier today.
  - A. Mr. Heffner advised that the next Fire Chief's meeting will be held on Thursday, August 22, 2019 at 7:00 p.m. at Windsor Fire Company.
  - B. Merger – Update – Mr. Pritchard advised that the by-laws were presented and changes have been made. The policies and procedures are still being reviewed and feedback is being provided.
  - C. Scholarships were presented to Caroline Pritchard and Zachariah Silar and pictures were taken.
  - D. Mr. Sechrist complimented the fire departments for a great job fighting the fire over the weekend in Red Lion Borough. He commented that their efforts saved other properties.
6. York Area Regional Police Department – Chief Damon was present. He reviewed the report for June. He noted that the robbery on Bahn's Mill Road remains unsolved. He added that a few citations were issued related to fireworks the week of July 4<sup>th</sup>. A meeting with elected officials is scheduled to be held to discuss this matter.

- A. The monthly report is available for review.
  - B. Spraying/Mowing at Police Station – Mrs. Gunnet advised that she had a contractor provide a quote for the mowing at the police station. A quote was provided for \$450 which would be for 4 hours. She stated that Mr. DePoe from York Township estimated that it takes 5 hours. The area that needs mowed was discussed. Mrs. Gunnet advised that it would need to be mowed twice in April and November and weekly in the months of May, June, July, August, September and October. This would amount to a total cost of \$12,600. Mrs. Kerchner advised that she spoke with Commissioner Granholm and he was unaware of the request but assumed that Mr. Milbrand was trying to find a way to save money. Mrs. Gunnet advised that she will discuss this matter with York Township.
7. David Leal – Amendment to Burning Ordinance – Mr. Leal was not present.
8. PLANS FOR APPROVAL:
- A. GRACE BAPTIST CHURCH – Building Expansion, Reverse Subdivision, Subdivision and Land Development Plan #L-5602 by Gordon L. Brown & Associates, Rt. 124 and Freysville Road – John Runge with Gordon L. Brown & Associates advised that Grace Baptist Church is planning a building and parking lot expansion. The land development plan also combines two lots into one. He stated that this plan had been held up because of the need for an individual NPDES Permit but is now ready for approval.

Mr. Allison advised that a Maintenance and Monitoring Agreement is required for the stormwater controls. On the motion of Rodney Sechrist seconded by Kathy Kerchner, the Board approved the Agreement. Motion carried. Three votes yes.

Mr. Allison advised that they have several waiver requests as follows:

- 503.1 – Curbs
- 503.2 – Sidewalks
- 304.2.B – Plan sheet size
- 502.4.C – Location to intersection to access drive
- 504.2.H – Width of access drive
- 304.2.B.33 – Building elevation in regards to signs and lighting

Mr. Allison advised that all of the waiver requests were recommended for approval by the Windsor Township Planning Commission. On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Board granted the waivers as presented. Motion carried. Three votes yes.

On the motion of Dean Heffner seconded by Kathy Kerchner, the Board approved the plan. Motion carried. Three votes yes.

9. Solicitor:

- A. Gemcraft Homes – Taylor Estates, Phase 2 detention pond – Attorney Rausch advised that he has contacted the surety company and received an update that they had contacted Gemcraft Homes. He stated that Gemcraft Homes had informed that there is approximately 2 days of work left. The outlet structure has been ordered and should be received in approximately 2 weeks. Mr. Trout questioned if the pond is the correct size or if it needs to be filled in more. Mr. Allison commented that the York County Conservation District will issue a Notice of Termination when it is completed properly. Mr. Klinedinst advised that they have not performed an interim inspection and they can do that. The Board agreed to have the inspection performed.

10. Township Engineer:

- A. Windsor Manor Pump Station Phase-Out – Update – Mr. Klinedinst advised that there is an issue with one of the easements due to bankruptcy being filed. He stated that the Township has approximately 30 days to file a petition for the easement agreement. He noted that the contractor has agreed to be flexible with the start date but they were prepared to begin in mid August.
- B. Community Center – Update – Mr. Klinedinst advised that the next design meeting will be held tomorrow. Mrs. Gunnet noted that the Board has been provided with the updated drawings. Mr. Klinedinst advised that the company that handles hazardous waste will be going to the site to inspect. He stated that the lead based paint will need to be handled separately during demolition.
- C. Surety reduction – Valley Meadows – Mr. Klinedinst advised that he has received a request for surety reduction for Valley Meadows in the amount of \$66,465.21 which will leave a balance of \$40,892.59. He stated that he is recommending approval with the condition that the centerline description for the street is provided to the Township. Mrs. Gunnet noted that Mr. Adams is aware that the street will need to be approved for adoption in August.

Mr. Allison questioned if the Township should adopt the street without the basin being completed. He suggested contacting Mr. Adams to inform him that it needs to be finished. An outfall structure will be needed. Mrs. Gunnet stated that she can contact PennDOT to determine if it can be done in September. Mr. Heffner asked if the Board could hold off on releasing the surety. Mrs. Gunnet commented that Mr. Adams needs the money to be released in order to complete the work. Attorney Rausch added that the Township cannot hold the funds since the request was made and the work has been completed and verified. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board approved the security reduction. Motion carried. Three votes yes.

11. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for July. Mr. Trout stated that paving will start in approximately 2 weeks. The Meadow Road bridge replacement will begin at the

end of August or beginning of September. He reported that his truck has been ordered. The Windsor Crossing pump station is also scheduled to be updated.

12. 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's Report for June. There were no questions.
- D. Mr. Heffner advised that the meeting scheduled for August 5, 2019 will be cancelled.
- E. Windsor Area Recreation Commission – Update – Mrs. Kerchner advised that July WARC meeting was cancelled.
- F. Shred-It Event – Mr. Heffner advised that a shredding event will be held on Saturday, November 9, 2019 from 9:00 a.m. to Noon at the Township Office. The event will be for Township residents only and there will be a limit equivalent to two paper boxes.
- G. Kyle Truett – Eagle Scout Project – Update – Mrs. Gunnet advised that Kyle Truett painted 22 fire hydrants in Milner Heights, Allyson's Crossing, Willow Run and Kendale. The color of the cap was painted based on the water flow. The remaining hydrants will be painted on August 3<sup>rd</sup>. She stated that she did update the Red Lion Municipal Authority on the progress.  
  
Mr. Sechrist commented that Red Lion's water treatment plant had been shut down. Mrs. Gunnet reported that the area outside of the gate was struck by lightning and it traveled underground and caused damage at the plant.
- H. Mrs. Gunnet advised that the Board has received a copy of the Building Permit Summary for the first half of 2019. She commented that there were not many new homes constructed. It was noted that there are not many vacant lots remaining within subdivisions. Mr. Heffner questioned if there are vacant lots in Kensington. Mr. Allison commented that the lots being advertised are in Phase II which is not approved yet.
- I. Freysville Park – Jeff Potter Baseball – Lattice around portable toilets – Mrs. Gunnet advised that Jeff Potter Baseball is an organization from northern Maryland that goes around to parks over the summer months doing improvement projects and providing baseball clinics. She stated that the Township paid for the supplies and the group performed the work to put lattice around the portable

toilets at Freysville Park. They then held a free baseball clinic. She stated that they are also holding a stuff the bus event in Red Lion Borough.

- J. Fall Newsletter – Mrs. Gunnet advised that she has begun to prepare the fall newsletter and asked the Board if there were any topics that they would like included. She stated that there will be articles on the community center and the posting of street numbers on houses. She noted that she has contacted the fire companies, ambulance companies and Police Department for articles as well. Mr. Sechrist stated that he would like to see something about residents giving donations to the fire companies. He commented that although the Township now has a fire tax, it is still important for the fire companies to receive donations.
- K. John & Lisa Boldizar – 3037 East Prospect Road – Well Isolation Distance agreement – Mr. Allison advised that Mr. and Mrs. Boldizar are selling their home and during a home inspection it was discovered that there is an issue with the drain field. In order to repair it, the system will be able to meet the 100' isolation distance from their neighbor's well, but it will only be 78' from their well. They are requesting a waiver of the 100' isolation distance. He noted that Mr. Spencer is recommending approval. On the motion of Dean Heffner seconded by Kathy Kerchner, the Board granted the waiver and approved the Well Isolation Distance Agreement for 3037 East Prospect Road. Motion carried. Three votes yes.
- L. Junkyard Licenses – Mr. Allison advised that he has inspected all three junkyards in the Township. TC Auto Salvage has had no changes. Prospect Metals is now the backup facility in case of a shutdown at their main operating location so they now do a third of the work that they used to do.

Mr. Allison advised that Red Lion Salvage was having concrete waste dumped at their property as a method for capping the landfill. He stated that he filed a complaint with the York County Conservation District. The YCCD supported their theory and felt it was within their guidelines. Mr. Allison advised that Red Lion Salvage has received E&S approvals to fix onsite concerns. He added that he has also spoken with Mr. Olkowski about the installation of a fence and they walked the area while he was onsite. He added that he feels that things are moving in the right direction. Mrs. Gunnet questioned when the fire occurred. Mr. Allison advised that it was in 2017.

On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Board approved the Junkyard Licenses for TC Auto Salvage, Prospect Metals and Red Lion Salvage. Motion carried. Three votes yes.

### 13. Unfinished Business:

- A. Possible amendment to Zoning Ordinance – Wedding & Event Venues – This topic was tabled.
- B. Possible amendment to Zoning Ordinance – Creation of an agricultural lot – This topic was tabled.

C. Replacement of playground equipment – Mrs. Gunnet advised that the Board has received a new quote which includes \$19,200 for removal and disposal of the existing equipment. Mr. Trout stated that he believes the staff could do the work but it would take longer. He commented that he feels this price is high. Mrs. Gunnet noted that any work exceeding \$11,100 requires three quotes. It was the consensus of the Board to obtain other quotes for the removal and disposal.

Mrs. Gunnet advised that a grant would be applied for in January 2020. It would be determined in the summer of 2020 if a grant is awarded and construction would begin in 2021.

14. Public Comment – Mr. Heffner asked if there were any public comments and noted that if speakers do not wish to have their address recorded, they must state this when speaking. There was none.
15. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Neither Mr. Sechrist nor Mrs. Kerchner had any comments. Mr. Heffner did not have any comments either.
16. On the motion of Kathy Kerchner seconded by Dean Heffner, the bills were approved. Motion carried. Three votes yes.
17. The meeting of the Windsor Township Board of Supervisors adjourned at 6:57 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

July 15, 2019

Christopher Kraft  
John Runge  
Seth Noll  
Chief Tim Damon  
James Pritchard  
Caroline Pritchard  
Joseph Silar  
Zach Silar  
Teri Silar

C.S. Davidson, Inc.  
Gordon L. Brown & Associates  
Grace Baptist Church  
York Area Regional Police Dept.  
Laurel Fire Company  
Fire Company Scholarship winner  
Red Lion Fire Department  
Fire Company Scholarship winner  
Red Lion Fire Department