

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATIONAL & REGULAR MEETING
January 6, 2020

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

Those present: Dean Heffner, Kathy Kerchner, Rodney Sechrist, Jennifer Gunnet 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 of the December 16, 2019 meeting were approved. Motion carried. Three votes yes.
4. Appointments: On the motion of Kathy Kerchner seconded by Rodney Sechrist, the following appointments were made:
 - A. **Chairperson** – Dean Heffner
 - B. **Vice-Chairperson** – Kathy Kerchner
 - C. **Secretary/Treasurer & Treasurer's Bond limit (\$1,500,000)** – Jennifer Gunnet with a bond limit of \$1,500,000
 - D. **Assistant Secretary/Treasurer & Treasurer's Bond limit (\$1,500,000)** – Dean Heffner with a bond limit of \$1,500,000
 - E. **Zoning Officer** – Kipp Allison
 - F. **Assistant Zoning Officer** – Deanna Coble
 - G. **Solicitor for Board of Supervisors** – Charles Rausch with Blakey, Yost, Bupp & Rausch
 - H. **Engineer** – John Klinedinst with C.S. Davidson, Inc.
 - I. **Sewage Enforcement Officer** – Adam Anderson of Site Design Concepts (#03798), Alternate #1 – Jeff Streavig (#03979), Alternate #2 – Lee Webb (#04000) & Alternate #3 – Leonard W. Spencer (#03763)
 - J. **Depositories** – Peoples Bank, BB&T, Fulton Bank, Janney Montgomery Scott, Morgan Stanley and Peoples Wealth Advisors

Motion carried. Three votes yes.

5. Various Board Members: On the motion of Dean Heffner seconded by Rodney Sechrist, the following Resolution was approved and appointments were made:

- A. **Zoning Hearing Board – Resolution #2020R-01-02 - 5 Year Term** – Edward Heindel – On the motion of Dean Heffner seconded by Kathy Kerchner, Resolution#2020R-01-02 was approved. Motion carried. Three votes yes.

On the motion of Kathy Kerchner seconded by Rodney Sechrist, the following appointments were made:

- B. **Planning Commission - 4 Year Term** – Dean Heffner
- C. **Vacancy Board Chairperson** – 1 Year Term – Paul Smith
- D. **York Area Regional Police Commission** – 2 year term
Kathy Kerchner – Voting
Rodney Sechrist – Alternate

Motion carried. Three votes yes.

6. Supervisor Assignments: On the motion of Dean Heffner seconded by Rodney Sechrist, the following assignments were made.

- A. **Zoning Hearing Board** – Dean Heffner
- B. **Planning Commission** – Dean Heffner
- C. **York Adams Tax Bureau** – Voting Member – Jennifer Gunnet and Alternate – Deanna Coble
- D. **York County Tax Collection Committee** – Voting Member – Jennifer Gunnet and Alternate – Deanna Coble
- E. **Agricultural Area Advisory Committee** – Rodney Sechrist
- F. **Local Government Advisory Committee** – Dean Heffner
- G. **Windsor Area Recreation Commission** – Kathy Kerchner
- H. **Windsor Township Emergency Management Department** – James Wilson
- I. **York County Stormwater Consortium** – Voting Member – Kipp Allison and Alternate – Jennifer Gunnet

Motion carried. Three votes yes.

7. Meeting Date:

- A. Board of Supervisors – On the motion of Rodney Sechrist seconded by Kathy Kerchner, the Board of Supervisors meeting dates were set as follows:

For the months of January, February, March, April, May, June, October, November and December – 1st and 3rd Mondays at 6:00 p.m.

For the months of July, August and September – 3rd Monday at 6:00 p.m.

Motion carried. Three votes yes.

8. Other Reorganizational Business – On the motion of Kathy Kerchner seconded by Rodney Sechrist, the following approvals were made:

- A. Certify delegates to the County Convention with expenses paid – Supervisors, Auditors, Township Manager and Tax Collector
- B. Certify delegates to the State Convention with expenses paid and lost wages reimbursed to Supervisors while attending provided that sufficient documentation is presented – Supervisors and Township Manager
- C. Certify delegates to the National Convention with expenses paid – Supervisors and Township Manager
- D. Set Mileage Rate at the Federal Limit - \$0.575

Motion carried. Three votes yes.

9. Correspondence:

- A. Mrs. Gunnet advised that she has received notification from the York County Office of Emergency Management that they will be holding an Elected Officials Seminar on Saturday, February 22, 2020. She asked the Board to let her know if they are interested in attending so she can RSVP.

10. Other Business:

- A. Resolution #2020R-01-01 – Appoint Kochenour, Earnest, Smyser & Burg to audit 2019 financial records – On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Resolution was adopted. Motion carried. Three votes yes.
- B. Resolution #2020R-01-03 – Payment of interim bills – On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Resolution was adopted. Motion carried. Three votes yes.

- C. Resolution #2020R-01-04 – Approval of Fee Schedule – It was noted that fees for septic system work have been changed to match the fees charged by the new Sewage Enforcement Officer. On the motion of Kathy Kerchner seconded by Rodney Sechrist, the Resolution was adopted. Motion carried. Three votes yes.
 - D. Mr. Heffner advised that Christmas Tree Collection will take place the week of January 6th on the same day as regular trash pickup. All ornaments and tinsel must be removed from the trees and they should not be placed in trash bags.
 - E. Elected Auditor – 6 year term – Samuel B. Waltemyer – Mrs. Gunnet advised that Samuel Waltemyer has accepted the position of Auditor and will be able to attend the meeting scheduled for tomorrow.
 - F. 2020 PennDEP 902 Grant – Chipper – Mrs. Gunnet advised that the Township is eligible for a 902 Grant this year. She stated that she spoke with Mr. Trout to determine if there is anything that the Township needs that a grant could go toward the purchase. Mr. Trout suggested purchasing a chipper. Currently the Township uses a different PennDEP approved location for the dropoff of materials but this may not always be an option. He will provide the Board with additional information at a future meeting. Mrs. Gunnet advised that she has already setup a preapplication meeting.
 - G. YARP Civil Service Commission – Reappointment of Kim Moyer for 6 year term – Mrs. Gunnet advised she has contacted Mr. Moyer and he is interested in continuing to serve on the YAPD Civil Service Commission. Mrs. Kerchner stated that the Department is discussing discontinuing this commission. She questioned if the Township should wait to reappoint Mr. Moyer. Mrs. Gunnet advised that he should be appointed now because the commission is still in effect. It was the consensus of the Board to reappoint Kim Moyer to the YARP Civil Service Commission.
11. Unfinished Business – There was none.
12. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking.

Bob Stanhope advised that he is a certified HAM operator and listed his credentials and positions he has held. He noted that he resides in Manchester Township. Mr. Stanhope informed that there are 78 HAM operators licensed in Red Lion. He advised that he is working with Lindsey Fowler in regards to the issues with the tower that she recently erected at her home on White Rose Lane. He stated that Ms. Fowler received permission from the Township to install the tower on her property and then was informed later that the Township made a mistake. He commented that the adjacent neighbor, Marc McClure, contacted the Township and neighbors to drum up support to have the tower removed and has been contacting Ms. Fowler in a manner that he feels is harassment.

Mr. Stanhope advised that PRB-1 is a State Law that requires municipalities to work with amateur HAM radio operators. He stated that Ms. Fowler is a licensed operator in good standing and her information can be found on the Federal Communications Commission's website.

Mr. Stanhope commented that Mr. McClure informed the Board that the tower was 60' high and the Township believed that it was 70' high. He advised that the actual height of the tower is 40'. Ms. Fowler does have two 10' long sections at her home which she chose not to install. He stated that Mr. McClure and the neighbors had several concerns about the safety of the tower. He advised that there is no exposure to radiation and there are no effects caused by the frequencies. He commented that Mr. McClure stated that it is an eyesore but he believes beauty is in the eye of the beholder.

Mr. Stanhope advised that under the State Law, an amateur HAM radio operator can install a tower up to 65' in height. Ms. Fowler over engineered the pad for her tower. He explained that she installed a 4' x 4' concrete pad, 6' deep. It has 4 guy wires and an anti-climb fence.

Mr. Stanhope stated that the neighbors were concerned that their property values will decrease due to the tower. He commented that he has a tower on his property and a nearby house sold for the asking price.

Mr. Heffner advised that the Township found out about the regulations regarding the state law for amateur HAM radio towers after the last Board meeting. He stated that he knows the Federal Government also has regulations. Mr. Stanhope agreed that they do but there are some exceptions within gated communities in Florida. Mr. Heffner commented that the Township thought that we had made a mistake by allowing for the tower based on the Township's Zoning Ordinance but now understand that there is the law in place for HAM radio towers.

Mrs. Gunnet advised that the Township has sent a letter to Ms. Fowler regarding compliance. She expressed that it is very important that Ms. Fowler contact the Township. She stated that the Township needs a copy of her license. Mr. Stanhope advised that her credentials can be viewed online and noted that the URL was provided in the email that he had sent to the Township. He also gave a copy of a letter that he had used for his presentation this evening to Mrs. Gunnet which included the information.

Mrs. Gunnet advised that it has been claimed that the base has been "over engineered" but the Township needs to verify this. She noted that the Township will have an inspection done by a structural engineer at no cost to Ms. Fowler to substantiate the construction and safety. Mr. Heffner introduced Mr. Kraft noting that he is from the Engineer's office. Mr. Kraft advised that he is not a structural engineer but someone from his firm would need to have access to the site. He asked if there is a standard installation guide for the tower. Mr. Stanhope directed him to look at information online regarding a Rohn tower.

Mrs. Kerchner reiterated that the Township was unaware of the state law until after the last Board meeting and is now trying to correct the matter. She thanked him for the educational information that he provided. Mr. Stanhope stated that he felt the Township was trying to follow a legal track against Ms. Fowler. Mr. Heffner assured that is not the intention of the Township. Mr. Stanhope advised that Ms. Fowler is willing to communicate with the Township through him. He provided Mr. Kraft with his phone number and email address.

The Board advised that the Township is not trying to harass her but needs her to respond so that the matter can be finalized.

13. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Neither Mrs. Kerchner nor Mr. Sechrist had any. Mr. Heffner did not have any either.
14. On the motion of Kathy Kerchner seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.
15. The meeting of the Windsor Township Board of Supervisors at 6:33 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

January 6, 2020

Christopher Kraft
Bob Stanhope
Dax Coble
Ryne Coble
Steve Coble

C.S. Davidson
121 Pennwood Road York PA
Red Lion PA
Red Lion PA
Windsor Area Recreation Commission