

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

October 21, 2024

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

Those present: Kathy Kerchner, Kim Moyer, Stan Saylor, Attorney Cory Dillinger, Christopher Kraft, 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 Stan Saylor, the minutes of the September 16, 2024 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 located on the counter in the rear of the room.

5. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich with Alliance Fire & Rescue was present.

- A. Ms. Kerchner advised that the next Fire Chief's meeting will be held on October 24, 2024 at 7:00 p.m. at the Alliance Fire & Rescue Station in Red Lion.

- B. Simulator repair – Mrs. Gunnet advised that she reached out to Kinsley to see if they are still willing to assist with the project. She stated that she was informed that all projects are on hold because they closed their education school. Mrs. Gunnet stated that the purpose of the simulator is to simulate fire situations. Mr. Gingrich further explained how the fire companies utilize the structure.

Mr. Gingrich stated that he thinks it is in the best interest of the Township to get quotes to have it repaired. He added that he will work on doing this.

- C. Southern Area Fire & Emergency Rescue – Purchase of vehicle from York Area United Fire & Rescue – Mrs. Gunnet advised that SAFER would like to purchase a Ford Explorer utility vehicle from YAUFR in the amount of \$13,800. YAUFR is not able to sell it directly to SAFER but they are able to sell it to a municipality. SAFER is requesting that the Township purchase the vehicle and they will reimburse the Township. The vehicle would be transferred directly to SAFER. On the motion of Stan Saylor seconded by Kim Moyer, the Board agreed to purchase the vehicle and be reimbursed by SAFER. Motion carried. Three votes yes

- D. Mr. Gingrich commented that Tony Bortner, a Fire Police Captain with Laurel Fire Company, went missing on October 30th and has still not been found. He asked the Board to keep him and the family in their thoughts.

6. York County Regional Police Department – Mr. Allison reported that Chief Damon will arrive shortly.
7. Leonard Bell – 1270 Golden Way – Possible Zoning Ordinance amendment – Mr. Bell advised that he received a Notice of Violation for the parking of two recreational vehicles at his property. He stated that the Township requires that a property have .5 acres in order to have a second trailer and also requires that they be parked 5’ from the property line. He noted that his property is .459 acres and his trailer and camper are parked 2’ from the property line. He requested that the Township amend the Zoning Ordinance to allow a second trailer for properties with a minimum of .459 acres and that they be permitted to be parked no less than 2’ from a property line.

Mr. Bell presented pictures of his property to the Board. Mr. Saylor questioned if the camper is being lived in. Mr. Bell stated that it is not.

Mr. Allison explained that around 2009, the Zoning Ordinance was amended to allow for the parking of recreational vehicles on a property and allowing for a second if the lot was a minimum of .5 acres. He noted that when this change was made, potential impacts would have been looked at. The 5’ setback is consistent with an accessory structure.

Attorney Dillinger advised that when amendments are made, it must be looked at on a broader level and not for an individual property. He commented that a variance request could allow for individualized relief. This option was discussed. Mr. Saylor stated that he feels Mr. Bell should consider a variance request rather an amendment. Ms. Kerchner agreed.

Ms. Kerchner questioned how much effort it would take if the Board wanted to consider an amendment. Mr. Allison explained the process. Mr. Moyer questioned how long Mr. Bell has to come into compliance. Mr. Allison advised that he has already complied. Mr. Bell thanked the Board for their time.

8. York County Regional Police Department – Chief Damon was present. He reported that there was recently some after hour burglaries at multiple businesses in the Cape Horn/Lombard Road area.
 - A. The monthly report is available for review.
 - B. Resolution #2024-10-03 – Authorization for Local Share Assessment Grant – Chief Damon advised that they would like to apply for this grant to purchase portable radios or body cameras. He noted that the current radios will not work after 2026. He commented that he feels that radios are going to become like cell phones where they need to be replaced every few years. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved Resolution #2024-10-03. Motion carried. Three votes yes.

9. Plan for Discussion:

- A. KENSINGTON, PHASE III – Preliminary Plan on Dietz and Ness Roads – Waivers – Adam Anderson with Site Design Concepts and Bethany Spitler and Mickey Thompson of Keystone Custom Homes were present. Mr. Anderson explained this is a residential development. There are 126 proposed lots on 56 acres. He stated that they are before the Board this evening with several waiver requests.

Mr. Anderson advised that they are requesting a waiver of Section 502.6.B to reduce the required cartway width from 32' to 28'. He stated that this width still allows for parking on both sides of the street and is wide enough for emergency vehicles. Mr. Allison advised that the requirement for a 32' wide street is only on the main route of the development. All interior streets are only required to be 28' wide. He noted that almost all of the current developments in the Township have 28' wide streets.

The second waiver request is of Section 503.2.C for the sidewalk design. Mr. Anderson stated that the sidewalk requirement is 5' wide with a 5' grass strip. They would like to reduce the width to 4' with a 2' grass strip. This helps with grading. He noted that the driveway openings allow for passing zones for ADA requirements. He added that there is one location that does not have a passing zone within 200' but the cluster mailbox is within this stretch and they intend to add a passing zone area. Mr. Kraft advised that with adding the bumpout at the mailbox cluster, the sidewalks are ADA compliant.

Mr. Anderson advised that the final waiver request is of Section 306.N for stormwater discharge dispersion. He stated that when they sent their plans to PennDEP for their NPDES Permit, it was denied because of the steepness. They are requiring an endwall. Mr. Kraft advised that he does not have an issue with their proposal.

The Planning Commission recommended approval of the waivers. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the waiver requests as presented. Motion carried. Three votes yes.

10. Plan for Approval:

- A. WINDSOR TOWNSHIP COMMUNITY CENTER – Land Development Plan by C.S. Davidson, Lombard Road – Mr. Kraft presented the plan for the Township's Community Center. He noted that it includes the 28,000 square foot building, site improvements and the road widening to add a turning lane on Lombard Road. The building will include a gym, multi-use turf field, warming kitchen, conference room and offices. The site will have a baseball field, multi-use field, two pavilions, an open space area and a future tot lot. The site currently consists of three parcels. This plan combines the parcels.

Mr. Allison noted that the design allows for interconnectivity with the existing building on the lot and for two points of egress onto Lombard Road. With the building being located at the front of the lot, it allows for additional parking. Mr. Allison showed the Board renditions of the building's interior and exterior. He noted that it is fitted with

conduit to allow for the option for solar panels in the future. Discussion ensued on the use of the space within the building. Mr. Saylor questioned if there will be façade lighting. Mr. Allison stated that there will be lighting on the building, parking lot lights and the property will have security cameras as well.

Mr. Kraft advised that there are three waiver requests as follows:

- Section 304 – Submission of Preliminary Plan
- Section 305.2.B – Plan sheet size
- Section 306.R – Stormwater facilities within setbacks

On the motion of Stan Saylor seconded by Kim Moyer, the Board granted the waivers as presented. Motion carried. Three votes yes.

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

- B. BETHLEHEM STONEPILE CHURCH – Final Subdivision Plan #L-6172 by Gordon L. Brown & Associates, Inc. – Lee Faircloth with Gordon L. Brown & Associates advised that the purpose of this plan is to separate lands owned by the church and the cemetery. He explained the division of the properties noting that there are no proposed improvements.

Mr. Faircloth advised that there are several waiver requests as follows:

- Section 304.2.B – Plan sheet size
- Section 305.2.B – Plan sheet size
- Section 306.2.1 – Hydrogeologic water study
- Section 502.2.J – Road widening
- Section 503.2.A – Installation of sidewalks

Mr. Faircloth advised that the plan has not been signed as the property pins have not yet been set. Once this is completed, the engineer will sign the plan. Mr. Kraft stated that he will hold the plan and they can come to his office to sign it.

On the motion of Stan Saylor seconded by Kim Moyer, the Board approved the waivers as requested and the plan. Motion carried. Three votes yes.

11. Township Engineer:

- A. Engineer's Report – Ms. Kerchner advised that the Board has received the Engineer's report. There were no questions.
- B. Community Center Update – Update & Authorization to proceed with bid – Mrs. Gunnet advised that the first feasibility study for the Community Center was done in 2007. Mr. Kraft advised that the Highway Occupancy Permit has been issued by PennDOT and the project is ready to go out to bid. He stated that an ad will run on Friday and Monday and

the project will be listed on Penn Bid. On the motion of Kim Moyer seconded by Stan Saylor, the Board authorized to proceed with the bid. Motion carried. Three votes yes.

12. Solicitor:

- A. Donation of Lot 28 in Village of White Landing East for recreational purposes (14A) – Attorney Dillinger advised that at the last meeting it had been questioned if the land could be used for anything other than recreation. He stated that the plan states that approval must be granted by the Township for other uses of the land. Therefore, the Township would have the right to allow it. He recommended doing a title search before making a decision on accepting the land. He added that he feels it is worth accepting the donation to have additional land for recreational space.

The Recreation Director, Christopher Shaffer, was present. The Board asked his opinion of the property. Mr. Shaffer stated that typically people buy land on a cul-de-sac for the quietness of the area and if the land were open to the public this would affect them. Attorney Dillinger noted that there could be the potential for other points of access. Mr. Shaffer stated that it would be a benefit to have additional land. Mr. Trout added that this is a good piece of land that could be easily graded.

It was the consensus of the Board to move forward with a title search.

13. Public Works:

- A. Ms. Kerchner advised that the Board has received the monthly report for October. There were no questions.
- B. Snow Plow Bid – One (1) year extension – Mrs. Gunnet advised that the Snow Plow bid that was previously approved came with two 1 year extension options if the contractor agreed to keep the same price. This is the second of those extensions and All Seasons Lawn & Landscaping has agreed to the same rates. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the one year extension of the contract for snow removal. Motion carried. Three votes yes.

14. Other Business:

- A. Ms. Kerchner advised that the Board has received the Zoning Officer's Report for September. There were no questions.
- B. Ms. Kerchner advised that the Board has received the Township Manager's Report for September. There were no questions.
- C. Recreation Commission – Update – Ms. Kerchner commented that there will be opportunities for new programs at the new Community Center.

- D. Ms. Kerchner advised that the Board Meeting scheduled for November 4, 2024 has been cancelled.
- E. Resolution #2024R-10-01 – Disposal of Records – Mrs. Gunnet advised that the records to be disposed of include sewer payment checks and remote deposit information from May of 2022 to May of 2024. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved Resolution #2024R-10-01. Motion carried. Three votes yes.
- F. Peters Produce – Thank you for decorations in front of office – Ms. Kerchner commented that the decorations provided by Peters Produce are very pretty. She commented that this is a great marketing tool.
- G. Resolution #2024R-10-02 – Cetera – Authorization for Treasurer to sign for transfer of funds from LPL Financial – On the motion of Stan Saylor seconded by Kathy Kerchner, the Board approved Resolution #2024R-10-02. Motion carried. Three votes yes.
- H. State Aid – Receipt of funds – Mrs. Gunnet advised that the Board has received a memo from her explaining the breakdown for the State Aid. She stated that the Township’s invoice was in the amount of \$86,134 but State Aid was received in the amount of \$106,956.43. She noted that the difference must be sent back to PMRS to be deposited in the municipal account.
- I. Proposed Open Burning Ordinance amendments – Mr. Allison advised that there have been issues with residents burning recently and the police department felt that they could not enforce the ordinance as it was written. He stated that the ordinance has been rewritten but is generally the same regulations. Definitions have been added and the prohibitions section has been clarified. Agricultural burning has been changed from 5 acres to 10 acres to match the definition of agricultural in the Zoning Ordinance. He noted that the intent of the ordinance is not to eliminate burning. He stated that he is only looking for input from the Board this evening as this is just a draft. It will be going to the Fire Chiefs for review at their next meeting and a copy will be sent to the police department for review as well.

11. Unfinished Business:

- A. Donation of Lot 28 in Village of White Landing East for recreational purposes – Discussed under 12A

12. Public Comment – There was no public comment.

13. Supervisors Comments – Ms. Kerchner asked the Board if they had any comments.

Mr. Moyer questioned the date for trick or treat. Mrs. Gunnet advised that it is October 31st.

Mr. Saylor did not have any comments.

Ms. Kerchner expressed her condolences to Mrs. Gunnet for the passing of her father.

14. On the motion of Kathy Kerchner seconded by Stan Saylor, the bills were approved. Motion carried. Three votes yes.

15. The meeting of the Windsor Township Board of Supervisors adjourned at 7:39 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

October 21, 2024

Leonard Bell
Christine Emma
Kasie Ream
Bethany Spitler
Mickey Thompson
Adam Anderson
Lee Faircloth
Scott Gingrich
Chief Damon
Christopher Shaffer

1270 Golden Way York PA
20 Patterson Ave Windsor PA
Golden Connections
Keystone Custom Homes
Keystone Custom Homes
Site Design Concepts
Gordon L. Brown & Associates
Alliance Fire & Rescue
York County Regional Police Dept.
Windsor Township Recreation Director