

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
PROPOSED 2025 BUDGET WORKSHOP

November 7, 2024

The meeting of the Windsor Township Board of Supervisors was called to order at 9:15 a.m. by Chairperson Kathy Kerchner.

Those present: Kathy Kerchner, Kim Moyer, Stan Saylor, Jennifer Gunnet, Kipp Allison, Jeremy Trout and Troy Dehoff.

There was a lengthy discussion on the proposed 2025 budget. Below is a listing of some of the matters discussed:

- There was a discussion on an additional employee for the Sewer Department. The Board reviewed the information that had been submitted by Mr. Dehoff. Mr. Dehoff noted that the Township employees wear many hats and retaining employees is important. It was noted that an employee in the Highway Department has sewer experience and has expressed an interest in moving to the Sewer Department. Mr. Dehoff added that James Couch has expressed an interest in obtaining his Wastewater Operator License. The Board did not have a problem with this. On the motion of Kathy Kerchner seconded by Stan Saylor, the hiring of an additional employee in the Sewer Department was approved effective January 1, 2025. Motion carried. Three votes yes.
- Mrs. Gunnet asked the Board to reconsider the Highway Department start time that was approved at the October 14, 2024 budget meeting. She noted that sunrise today was 6:44 a.m. and that the sunrise on December 30, 2024 is projected to be 7:29 a.m. It is still dark at 6:30 a.m. when they would be starting. It was asked what the Highway employees would be doing until it is daylight. Mr. Saylor stated that it is too dangerous for the employees to be working on the roads in the dark. The Board took this under advisement until the November regular Board meeting.
- Mr. Allison noted that Mr. Saylor requested to know what items on the purchase lists were not reoccurring purchases. A copy of the lists was distributed with these purchases highlighted.
- It was noted that the costs to repair the Kendale Heights detention pond was budgeted under MS4 as a payment will not be needed next year to the York County Stormwater Consortium.
- The repairs to the Circle Drive bridge were discussed. Mr. Trout noted that the estimate to repair the bridge is \$400,000 but the estimate to replace the bridge is \$450,000. It was the consensus of the Board that the bridge should be replaced as it will have a 50 year life for \$50,000 more. Mrs. Gunnet advised that this type of expenditure should be budgeted in the Capital Reserve Fund. The Board agreed.
- Mrs. Gunnet advised that North Hopewell Township would like to hold off until 2026 for the repair/replacement of the Husson Rd. bridge.
- There was a discussion regarding the repairs to the soffit, fascia and siding on the pavilion at Freysville Park. It was noted that the work needs to be done so the costs are to be

included in the budget. A grant through the York County Marcellus Shale Fund will be pursued to offset the costs.

- The removal of the trees around the existing house at Freysville Park was discussed. An estimate of \$5700 was obtained. The contractor is recommending that the honey locust trees be removed and that the evergreens be allowed to remain.
- A gazebo with picnic tables has been proposed for the area of the tennis/pickleball courts to provide shade. It was noted that a gazebo may encourage people to loiter. It was suggested that a shade be installed that is similar to the shades that were installed at Windsor Wonderland. The Board was agreeable.
- Mrs. Gunnet advised that she asked Benecon to confirm with Highmark whether or not the existing health/prescription plan and all of the health/prescription plans that had been proposed were compliant with the new Medicare Part D regulations that go into effect in 2025. It was noted that there are two (2) tests that Highmark uses to determine compliance. As long as one (1) of the tests determines the plan is compliant, it is considered Medicare Part D compliant. Our existing health/prescription plan passed one of the tests and is considered compliant. It was the consensus of the Board that no changes will be made to the health/prescription plan.
- Mr. Allison advised that there is an item listed under administrative expenses for the replacement of the IT cabling with CAT 6 cable. A quote has not been received yet. If the quote comes in more than what was included in the budget, it will be held until 2026.
- Ms. Kerchner asked if anyone other than Mike Diehl has a pesticide license. It was noted that Joe Kerchner has a license but it comes under Mr. Diehl's. Another employee is to be certified in pesticides.
- Ms. Kerchner stated that it appears that one of the pavilions at the Community Center site is in good condition. She questioned if it could be torn down and reused at another location. Mr. Allison advised that at the pre-bid meeting, the contractors talked about having the pavilions torn down and sold to offset costs.
- It was noted that the attendance was good at the mandatory pre-bid meeting last week and that the bids for the Community Center are due back on December 10, 2024.
- Furnishings for the Community Center were discussed. It was noted that the furnishings will be purchased with funds from the DCED grant. After the first of the year, a list of purchases will be brought before the Board. Mrs. Gunnet noted that a grant stipulation is that the Commonwealth needs to be reimbursed for any interest that the funds earned. This should be approximately \$100,000. She added that the reimbursement could come from another fund.
- It was noted that moneys in the Community Center Fund will be transferred to the Solid Waste Fund in 2025 to cover expenses for the Community Center.
- Mrs. Gunnet noted that there is approximately \$30,000 remaining in the LSA grant for the Chapel View Pump Station. These funds will go back into the Sewer Capital Improvements Fund.

- Ms. Kerchner asked if the billing to York Township for their share of the costs to line the Chapel Church interceptor has been sent. Mrs. Gunnet advised that it hasn't as the costs are tied to the Springettsbury Township annual invoice which hasn't been received yet.
- There was a discussion regarding the proposed expenditures in the Recreation Fund. It was noted that if the projected revenues and expenditures are met that the fund would have a 2025 year end balance of approximately \$20,000.
- Mr. Allison noted that in the Solid Waste Fund the tipping fees for 2025 for the York County Solid Waste Authority were increased as they announced a tipping fee increase. Mrs. Gunnet added that the tipping fees that are received from Modern Landfill were lowered as they have advised they will be limiting the tonnage received.
- There was a discussion regarding the State Liquid Fuels Fund. Mrs. Gunnet noted that PennDOT has advised that the liquid fuels tax funds are anticipated to be reduced by 2% each year for the next five (5) years.

There was no public comment.

There were no Supervisor comments.

On the motion of Kathy Kerchner seconded by Kim Moyer, the meeting adjourned at 12:26 p.m. Motion carried. Three votes yes.

Respectfully submitted,

Jennifer L. Gunnet
Secretary