

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

May 7, 2012

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

Those present: Dean Heffner, Paul Smith, Rodney Sechrist, Attorney Charles Rausch, Jennifer Gunnet, and Teresa Miller. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. On the motion of Paul Smith seconded by Rodney Sechrist, the minutes of the April 16, 2012 and May 1, 2012 meetings 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 information from the York County Department of Emergency Services advising they will be hosting an Elected Officials seminar on May 30, 2012. There will be two sessions. She advised if any board member is interested in attending to let her know.
- C. Mrs. Gunnet advised she had received a letter from the York County Planning Commission advising of the next meeting of the Local Government Advisory Committee. She advised the meeting would be held on Wednesday, May 17 at the Holiday Inn Conference Center and the topic to be discussed will be Act 13. She advised if any board member is interested in attending to let her know.

5. **Windsor Township Fire & Rescue Assoc.**

- A. Jim Eberly advised he had no new information to give the Board at this time.
- B. Update – roof simulator – Mrs. Gunnet advised that Bill Hoover with Red Lion Fire Company is working on the drawings and would be getting the information to Kipp Allison shortly.

6. **York Area Regional Police Department**

- A. Monthly Report – March – Lt. Paul Redifer reviewed the monthly numbers for the incidents that York Area Regional responded to. There were no questions or comments.

7. **Solicitor:**

- A. **Dorothy Lanius property – Bond** – Attorney Rausch advised he needed the Board to approve a Bond that is to be attached to the declaration of taking that says the Township pledges they would pay for any damages in connection with the taking. He advised the appraisal was estimated at \$6,000. On the motion of Rodney Sechrist seconded by Paul Smith, the Bond was approved. Motion carried. Three votes yes.

B. Panorama Hills – Attorney Rausch advised he had spoken with Robert Holweck. Mr. Holweck had advised him that he was still waiting on final drawings for the additional right-of-ways. Attorney Rausch advised that he would meet with Mr. Holweck once the drawings were received so the Township could move forward on obtaining the right-of-ways for the sewer line.

8. **Other Business:**

- A. **Yorkana ballfield – Update** – Mrs. Gunnet advised the agreement had been signed by Yorkana Fire Company. She advised the Fire Company is requesting a schedule of Windsor Area Recreation Commission games so they can schedule their training sessions around the ball schedule. Mr. Smith commented that he had been told there were still some issues with the condition of the field.
- B. **Community Day – Update** – Mrs. Gunnet advised that Community Day was Saturday, May 5, 2012. She advised that the lower bank along Freysville Road was refreshed and new plants were planted on the upper bank. She advised there was a good turnout from the Red Lion Football team. Mrs. Gunnet expressed her thanks to the football team and all the others that were there to help. She thanked Vera & Gerry Miller for their donation towards refreshments and Brooke Wade Shoffner for the use of 6 of his wheelbarrows.
- C. **Fire emergency declaration** – Mr. Heffner advised that the burn ban had been lifted on Monday, April 23, 2012.
- D. **Dog Officer's Report – April** – Mr. Heffner advised the Dog Officer's report had been received. There were no questions or comments.
- E. **Township Manager's Report – April** – There were no questions or comments.
- F. **Cell Phones** – Mrs. Gunnet advised she had sent an email to several local municipalities to see what their procedure was on supplying cell phones to all of the public works employees. She advised that Manchester Township was the only municipality that pays a flat fee to the employee for them to use their own cell phones. She further advised that several of the municipalities that responded advised they only supply cell phones to their public works supervisors.
- Mr. Smith asked what was spent to update the existing radio system. Mrs. Gunnet advised \$9,000. It was the consensus of the Board to table this issue for further discussion.
- G. **Health Insurance – Physical Therapy** – Mrs. Gunnet advised she had done some research on our current insurance policy in regards to physical therapy. She advised our current insurance allows for 60 consecutive days per condition, per lifetime from the date of the first treatment. Mrs. Gunnet advised that Benecon did some research on other policies in the area and found that other policies only allow for 20 or 30 visits per year. The Board agreed that our current insurance was adequate.
- H. **PennDEP 902 Grant – Project & Authorization to sign grant application** – Mrs. Gunnet advised the DEP has announced a grant application period for money toward the purchase of equipment or the reimbursement for equipment that has been purchased within the past 5 years.

Mrs. Gunnet advised that the one person leaf collection unit that was purchased in 2010 would be eligible for reimbursement. She further advised that the reimbursement is a 90% reimbursement. She advised we paid \$137,000 for the leaf unit so we would be eligible for \$124,000 back if that was what the Board wanted to pursue. She asked the Board if they wanted to request reimbursement for the leaf unit or would rather request money toward the purchase of a new chipper. The Board agreed we should pursue reimbursement for the leaf unit.

- I. **Electronics Collection – Update** – Mrs. Gunnet advised that electronics collection was held on April 21, 2012. She advised that 28 boxes of electronics were filled.
- J. **Green Thumb Garden Club – Planting of trees/shrubs at Freysville Park** – Mrs. Gunnet advised that the Green Thumb Garden Club planted some trees along Freysville Road between Field #2 and the road. She advised the trees planted were all native trees. She further advised that the garden club would take care of the maintenance of these trees for the first year.
- K. **Sewer Rate Study – Draft report** – Mrs. Gunnet provided the Board with a copy of a draft study. She advised the Richard Resh, with C.S. Davidson has requested clarification on several items as to the direction the Board wants to go with this study. Mrs. Gunnet advised that the Township had anticipated paying the cost of rehabbing the pump stations out of the Operating Funds. She advised if the Township does this it would create a hefty increase in the quarterly sewer payments. Mrs. Gunnet advised that Mr. Resh suggested the reserve amount be lowered. Mr. Resh also suggested spreading the rehab out from 5 years to 10 years or possibly pay for the rehab out of the Solid Waste or Capital Reserve funds instead of out of the Sewer Fund. Mrs. Gunnet advised we could also borrow money from the Solid Waste fund and pay it back on payment schedule.

Mr. Smith asked if when the studies were done to upgrade our system did it address the difference between a 5-year plan or a 10-year plan and how that would affect the current system. He questioned whether the current equipment would last for an additional 10 years. Mrs. Gunnet advised that it was determined to go with the 5-year plan due to safety issues.

The Board requested Mrs. Gunnet obtain more information so the discussion could be addressed further at the next meeting. Mrs. Gunnet advised that Jeremy Trout would be at the next meeting as well to help answer questions.

- L. **Job Description – Sewer/Public Works Semi-skilled** – Mrs. Gunnet advised the Township did not have a job description for an employee that worked with both the sewer and highway departments. She advised there is a semi-skilled job description for the highway department but it doesn't have any sewer related duties on it. A new job description has been written to combine the two departments for a semi-skilled employee. Mr. Paul Smith felt the job description needed to clearly state that this position would assist the other existing positions. Mrs. Gunnet advised she would change the wording so that it was clear.
- M. **Freysville intersection – Update** – Mrs. Gunnet advised some work had started today. Weather permitting work is scheduled to start this week. She advised crews would be working from 6:00 p.m. to 6:00 a.m. Mrs. Gunnet advised letters were sent to neighboring property owners making them aware of this.

9. **Unfinished Business:**

A. **Panorama Hills Pump Station** – Mrs. Gunnet advised she had no new information at this time.

B. **Renegotiation of Host Municipal Agreement** – Mrs. Gunnet advised she had heard from the Attorney for Modern Landfill and had been advised they would be getting in touch with us shortly.

10. **Public Comment** – John Cheeseman expressed his thanks for the street sweeping that had been done.

11. **Supervisors Comments** – Mr. Heffner asked who was helping Building & Grounds with mowing this year. Mrs. Gunnet advised that Larry Strayer was hired to help with the mowing. Mrs. Gunnet advised that the previous employee would not be returning.

12. On the motion of Rodney Sechrist seconded by Paul Smith, the bills were approved. Motion carried. Two votes yes.

13. The meeting of the Windsor Township Board of Supervisors was adjourned at 6:34 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

May 7, 2012

Vera Miller
Jim Eberly
Eugene Zimmerman
Bobbie Zimmerman
Charles Silar
John Cheeseman

830 Marvell Drive York, PA
Yoe Fire Company
860 Zimmerman Road, Red Lion, PA
860 Zimmerman Road, Red Lion, PA
1500 Windsor Road, Red Lion, PA
910 Cranberry Lane, York, PA