

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

May 21, 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, Mike Hess, 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 Rodney Sechrist seconded by Paul Smith, the minutes of the May 7, 2012 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 an email from Comcast informing that there will be several channel additions. She stated that the full list is available for review.
 - C. Mrs. Gunnet advised that she has received a letter from Mary Humberd. She stated that Mrs. Humberd lives on Springvale Road and she is expressing her concerns regarding speeding on the road. Mrs. Gunnet noted that she has responded to her informing that a traffic study has been completed and a speed limit of 30 mph has been recommended. Mr. Smith asked if York Area Regional has been contacted to have the speed sign set up in this location. Mrs. Gunnet advised that she has contacted them. She added that she has also contacted the bus company. She stated that the representative informed her that they are aware that the bus drivers are speeding but they cannot take any action because the police officers are only giving warnings and not tickets.
5. Elmer Fromm – Emergency Management Coordinator – Mr. Fromm was not present due to a family emergency.
6. Plans for Approval:
 - A. **RED LION MUNICIPAL AUTHORITY – Final Land Development Plan for Cabin Creek Water Treatment Plan – Drawing #3345.7.01.00 by C.S. Davidson, Inc., Gebhart Road** – Chris Kraft with C.S. Davidson stated that this plan covers the addition of 2 buildings as well as parking. Mr. Hess advised that there is an issue with posting of the security. He noted that this project is mostly funded by a grant. There is only \$315,000 available to be posted but the required amount is \$456,000. He stated that there are two different options. The plan could be done in phases but that would require that it be resubmitted. The other option is to allow a lower bonding amount with no reductions until the work left to be completed is less than \$315,000. Mr. Smith advised that he did not have a problem allowing for the latter based on the fact that they are a municipal authority. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board approved the plan with the condition that an agreement is signed that would address the Township’s position regarding the security. Motion carried. Three votes yes.**

- B. MARK T. HODGKINSON – Final Subdivision Plan #824-1 by First Capital Engineering for 2 lots along Dayton Court – Waiver and approval** – Mark Hodgkinson advised that when his home was built, a portion of his driveway was constructed on the neighboring property. This plan adds a strip of land from the adjoining lot to his to correct this issue. Mr. Allison advised that they are requesting a waiver of contours. No new grading is being proposed. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board granted the waiver of contours. Motion carried. Three votes yes.**

On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the plan. Motion carried. Three votes yes.

- C. WINDSOR MEADOWS, LOTS 45 & 46 – Final Subdivision Plan #10L064A by Lake Roeder Hillard & Assoc. for 2 lots along Ava Drive – Waiver & approval** – Peter Sydorko with Charter Homes advised that this plan is a lot adjustment due to the home on lot 45 being constructed within the building setback. Mr. Hess advised that they are requesting a waiver of contours. There is no grading proposed. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board granted the waiver of contours. Motion carried. Three votes yes.**

On the motion of Paul Smith seconded by Rodney Sechrist, the Board approved the plan. Motion carried. Three votes yes.

7. Solicitor – Attorney Rausch advised that he did not have anything to report.

8. Township Engineer:

- A. Security reduction – River’s Truck Center** – Mr. Hess advised that he has received a request for a security reduction from River’s Truck Center. He stated that his inspectors have reviewed the work and are recommending a full release. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board granted a full release in the amount of \$26,900.50 based on the recommendation of the Township Engineer. Motion carried. Three votes yes.**

9. Public Works Department:

- A.** Mr. Heffner advised that the Board has received the Monthly Report for May. There were no questions.
- B.** Pump Station parcels – Mr. Trout advised that he has discovered that some of the pump station parcels are not listed on the tax maps and some are shown to be connected to other properties. He stated that he feels that the Township should have the deeds to these properties so that when they are doing work, the surveyor can use the deed to find the property lines. Mr. Smith commented that he thought this was just done. Mrs. Gunnet advised that the Township had been adopting road right-of-ways. Attorney Rausch added that he did recently work on the deed for the Chapel View pump station. He noted that when the Municipal Authority was absolved, the deeds would have been part of the paperwork. Mrs. Gunnet stated that she will check that paperwork to see if they are on file.
- C. Traffic Studies – Springvale Road and Lewis Road** – Mrs. Gunnet advised that Don Bubb with the York County Planning Commission has performed traffic studies on these roads to determine the appropriate speed limit. He is recommending that **both roads be posted at 30 mph.**

Mr. Smith asked Mr. Allison to update the Board on the seminar he attended on traffic studies. Mr. Allison stated that he plans to do studies to adopt interior street signs. He stated that he feels that it is best for the County to continue doing studies for speed limits. He noted that he used the information that was presented at the seminar and he did arrive at the same speed limit for Lewis Road. **It was the consensus of the Board for Mrs. Gunnet to advertise for the next meeting.**

- D. **Resolution #2012R-05-01 – Removal of street lights** – Mrs. Gunnet advised that when she contacted Met-Ed to have the street lights disconnected and removed, she was informed that a Resolution is required. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the Resolution. Motion carried. Three votes yes.**

10. Other Business:

- A. **Sewer Rate Study – Revised Draft report** – Mrs. Gunnet advised that the Board has received information from Rick Resh giving his recommendation for the sewer rate based on a 10 year plan. Mr. Trout expressed his concerns with extending the timeframe as some of the generators would be 48 years old at the end of the 10 years. Mr. Sechrist asked if the plan could be made for 7 years. Mrs. Gunnet stated that it could. Mr. Trout commented that it is more cost effective for a full replacement.

Mr. Smith questioned which repairs could be delayed. Mrs. Gunnet read several sections from the rehabilitation plan on items that should be replaced in the next three to four years. Mr. Trout added that he is trying to avoid making the same repairs over again. Mr. Smith questioned if one of the projects for 2012 could be pushed back to 2013. Mr. Trout advised that some repairs are urgent and need to be done. Mr. Smith asked if a 10 year plan could be pursued with ARRO. Mr. Hess stated that they could do this. Mr. Heffner suggested looking at replacement of the oldest generators first.

Mr. Trout stated that the figures in the plan include the annual maintenance costs as well. Mrs. Gunnet stated that for the 10 year plan, Mr. Resh recommended \$375,000 for capital purchases and \$750,000 for maintenance. It was the consensus of the Board for Mr. Hess to look into a 10 year plan.

- B. **Job Description – Sewer/Public Works Semi-skilled** – Mrs. Gunnet advised that the Board has received a copy of the revised job description. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board approved the job description for the Sewer/Public Works Semi-skilled position. Motion carried. Three votes yes.**
- C. **Freysville intersection – Update & Change Order #5 (Time extension until June 18, 2012)** – Mrs. Gunnet advised that the contractor has started milling the roads. They are hoping to have the intersection paved by the end of the week. The lights will then go on flash for a minimum of one week. She noted that while the signal is in flash mode, the left turn lanes will be blocked. Mrs. Gunnet advised that the contractor is requesting approval of Change Order #5 to grant a time extension until June 18, 2012. She stated that the current deadline is May 31st. The contractor needs extra time to ensure all of the improvements, including the handicap ramps, are installed correctly after the paving has been completed. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved Change Order #5. Motion carried. Three votes yes.**

D. **Purchase of laptop computer** – Mrs. Gunnet advised that \$1,100 had been budgeted for the purchase of a laptop computer for herself. She stated that she has received a quote in the amount of \$1,079. **On the motion of Paul Smith seconded by Rodney Sechrist, the Board approved the purchase of a laptop computer. Motion carried. Three votes yes.**

E. Mr. Heffner advised that the Zoning Report for April is available for review. The Board did not have any questions.

11. Unfinished Business:

A. Panorama Hills Pump Station – Attorney Rausch advised that he will be meeting with Robert Holweck on May 23rd.

B. Renegotiation of Host Municipal Agreement – There was no update.

C. Cell phones – Public Works employees – Mr. Sechrist advised that other municipalities only pay for cell phones for their supervisor positions and feels the Township should do the same. He stated that he feels that it is the employee's choice to use their personal cell phone instead of the radio system. The Board agreed.

12. Public Comment – Mr. Heffner noted that if speakers do not wish to have their address recorded, they must state this when speaking. There was none.

13. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mr. Sechrist did not have any comments.

Mr. Smith welcomed Mrs. Coble back to work and expressed his thanks to Mrs. Miller for filling in while she was on maternity leave.

Mr. Heffner stated that he had received a letter from PSATS regarding membership.

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

15. The meeting of the Windsor Township Board of Supervisors was adjourned at 6:39 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

May 21, 2012

Vera Miller
Ben Craddock
Christopher Kraft
Mark Hodgkinson
Gene Zimmerman
Bobbie Zimmerman
Peter Sydorko

830 Marvell Drive York, PA
C.S. Davidson, Inc.
C.S. Davidson, Inc.
80 Dayton Court Windsor PA
860 Zimmerman Road, Red Lion, PA
860 Zimmerman Road, Red Lion, PA
Charter Homes