

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
REORGANIZATIONAL & REGULAR MEETING
January 7, 2013

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: Paul Smith, Dean Heffner, Rodney Sechrist, Attorney Charles Rausch, Jennifer Gunnet, 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 December 17, 2012 and December 27, 2012 meetings were approved. Motion carried. Three votes yes.
4. Appointments:

- A. **Chairman** – On the motion of Dean Heffner seconded by Rodney Sechrist, Paul Smith was appointed Chairman. Motion carried. Three votes yes.

The meeting was turned over to Mr. Smith.

- B. **Vice-Chairman** – On the motion of Rodney Sechrist seconded by Paul Smith, Dean Heffner was appointed Vice-Chairman. Motion carried. Three votes yes.
- C. **Secretary/Treasurer & Treasurer's Bond limit (\$1,500,000)** – On the motion of Rodney Sechrist seconded by Dean Heffner, Jennifer Gunnet was appointed Secretary/Treasurer and the Treasurer's/Township Manager's bond was set at \$1,500,000. Motion carried. Three votes yes.
- D. **Assistant Secretary/Treasurer** – On the motion of Paul Smith seconded by Rodney Sechrist, Dean Heffner was appointed Assistant Secretary/Treasurer. Motion carried. Three votes yes.
- E. **Zoning Officer** – On the motion of Dean Heffner seconded by Rodney Sechrist, Kipp Allison was appointed Zoning Officer. Motion carried. Three votes yes.
- F. **Assistant Zoning Officer** – On the motion of Rodney Sechrist seconded by Dean Heffner, Deanna Coble was appointed Assistant Zoning Officer. Motion carried. Three votes yes.
- G. **Solicitor for Board of Supervisors** – On the motion of Rodney Sechrist seconded by Dean Heffner, Charles Rausch of Blakey, Yost, Bupp & Rausch was appointed Township Solicitor. Motion carried. Three votes yes.
- H. **Engineer** – On the motion of Dean Heffner seconded by Rodney Sechrist, the Board appointed J. Michael Hess of the ARRO Group as Township Engineer. Motion carried. Three votes yes.

- I. **Sewage Enforcement Officer** – On the motion of Dean Heffner seconded by Rodney Sechrist, the Board appointed Ethan Poe as Sewage Enforcement Officer. Motion carried. Three votes yes.
 - J. **Depositories** – On the motion of Rodney Sechrist seconded by Dean Heffner, M&T Bank, Drovers Bank, Peoples Bank, Susquehanna Bank, PNC Bank, Fulton Bank, Metro Bank, Integrity Bank, Janney Montgomery Scott and Morgan Stanley were approved as depositories. Motion carried. Three votes yes.
5. Various Board Members:
- A. **Zoning Hearing Board – Resolution 2013R-01-02 – 5 year term** (John Cheeseman) – Mr. Cheeseman would like to continue to serve. On the motion of Dean Heffner seconded by Rodney Sechrist, the Resolution was approved. Motion carried. Three votes yes.
 - B. **Vacancy Board Chairperson – 1 year term** – Robert Fishel is willing to serve in this position. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board appointed Robert Fishel as Vacancy Board Chairperson. Motion carried. Three votes yes.
 - C. **Planning Commission – 4 year term** – (Jerry Pilachowski & J. Larue Harvey) – Both Mr. Pilachowski and Mr. Harvey would like to continue to serve on the Planning Commission. On the motion of Dean Heffner seconded by Rodney Sechrist, Jerry Pilachowski and J. Larue Harvey were appointed to 4 year terms on the Planning Commission. Motion carried. Three votes yes.
 - D. **York Area Regional Police Commission Member at Large – 1 year term** – Mr. Smith advised that Paul Redifer is willing to serve this position. On the motion of Dean Heffner seconded by Rodney Sechrist, Paul Redifer was appointed the member at large. Motion carried. Three votes yes.
6. Supervisor Assignments: On the motion of Rodney Sechrist seconded by Dean Heffner, the following assignments were made.
- A. **Zoning Hearing Board** – Dean Heffner.
 - B. **Planning Commission** – Dean Heffner.
 - C. **York Adams Tax Bureau** – Lois Kashner with Jennifer Gunnet as alternate.
 - D. **York County Tax Collection Committee** – Lois Kashner with Jennifer Gunnet as alternate.
 - E. **Agricultural Area Advisory Committee** – Rodney Sechrist.
 - F. **Local Government Advisory Committee** – Dean Heffner.

G. Windsor Area Recreation Commission – Paul Smith.

Motion carried. Three votes yes.

7. Meeting Date:

A. Board of Supervisors:

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.

It was the consensus of the Board to keep the meeting dates the same.

8. Other Reorganizational Business – On the motion of Dean Heffner 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

Motion carried. Three votes yes.

9. 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 a letter from the Pennsylvania Department of Environmental Protection regarding reimbursement for costs associated with the adoption of the Act 537 Plan. She stated that the letter informed that there is no funding available. Should funds become available, the Township is #87 on the list for reimbursement. Mr. Smith explained that the Township had applied for reimbursement of half of the costs, which amounts to approximately \$52,000. He suggested that the residents contact their local representatives to let them know that the Township is being required to pay for this entire project due to unfunded mandates. Mr. Smith advised Mrs. Gunnet to send a letter to Representative Saylor.

- C. Mrs. Gunnet advised that she has received notification from Comcast regarding channel lineup additions. A full listing is available for review.
10. Windsor Township Fire & Rescue Association: Joseph Yahnke, Red Lion Fire Company Chief, was present.
- A. Mr. Yahnke advised that three quarters of the roof simulator has been completed. They will be working again this coming weekend and will be putting the siding on. The roof will be completed in the spring. The Board agreed that the structure looks good. Mr. Yahnke stated that he would like to have the Board members attend a training session to see it in use. He thanked the Board for this training aid.
 - B. Fire company contracts – Mrs. Gunnet questioned if the Fire Association had a chance to review the proposal. Mr. Yahnke advised that they have a meeting scheduled later in the month to discuss the proposal.
 - C. Mr. Yahnke advised that Bill Hoover has put in a great deal of time and effort with the approval for the roof simulator and feels that he should be recognized. He stated that he has moved to the Penn State area but still visits the area. Mr. Smith suggested inviting him to the appreciation dinner.
11. York Area Regional Police Department – Officer Hempfing was present. He reviewed some the year end statistics. The Board did not have any questions.

Lynn Cheeseman asked about the accident that happened on New Year's Eve that required helicopter transport. Officer Hempfing advised that there were no fatalities but there was an arrest.

12. **Proposed Zoning Ordinance** – Mr. Smith advised that a Public Hearing had been held on November 19, 2012 at which testimony had been given. He stated that the Board will hear additional comments this evening as long as it does not address information that was given previously. He advised that there are a few items which have been changed from the initial draft and asked Mr. Allison to address them.

Mr. Allison advised that there were changes made to Section 600 and 800 which deal with the function of the Zoning Hearing Board. Also, Section 210.2.12 (Neighborhood Commercial Zone) was changed to allow a Place of Worship as a permitted use.

Mr. Smith asked if anyone had comments. Jack Dehoff stated that he was informed that the fee to request a zoning change is \$250. He asked if that fee could be grandfathered for the properties that are to be rezoned. Attorney Rausch advised that the \$250 is the fee that has been set to request a rezoning. He stated that the applicant could request that this fee be waived by the Board. He noted that the Board does allow an informal request to provide their opinion of a rezoning prior to payment of the fee and a formal submission. Mr. Heffner added that a new Comprehensive Plan will be done in 10 years and the zoning of properties could change again.

Mr. Smith asked the Board if they had any comments. They did not. **On the motion of Dean Heffner seconded by Paul Smith, the Board approved the Proposed Zoning Ordinance and Map with the changes to Section 604.1.1, 803.6 and 210.2.12 as discussed.**

Mr. Smith commented that over the past 6 years, growth within the Township had been such a controversial issue that a group was created to pursue changing to Home Rule. He stated that he does not support government mandates and feels that property owners have rights to land use. He advised that growth has an impact on the entire Township including sewer and water systems, schools, storm water management and traffic controls. He explained that the economy is helping to control growth at this time and changes can be made to the Ordinance if and when it is needed. He advised that his decision is based on the interests of all of the residents of Windsor Township.

Motion carried. Two votes yes. Mr. Sechrist voted no.

13. Solicitor:

- A. Panorama Hills Pump Station – Attorney Rausch reported that he has not been contacted by any of owners who have not signed an agreement for the easements. He advised that he will be moving forward with eminent domain.

14. Other Business:

- A. **Resolution #2013R-01-01 – Appoint Kochenour, Earnest, Smyser & Burg to audit 2012 financial records** – On the motion of Dean Heffner seconded by Rodney Sechrist, the Resolution was adopted. Motion carried. Three votes yes.
- B. Mr. Smith advised that Christmas Tree Collection will take place the week of January 7th 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.
- C. **Resolution #2013R-01-03 – Fee Schedule** – Mrs. Gunnet advised that the only change to the fee schedule deals with the Soliciting/Peddling Ordinance. The fees are updated to reflect the permit fee of \$150 per month for up to 5 people and an additional \$30 per month per person. On the motion of Dean Heffner seconded by Rodney Sechrist, the Resolution was approved. Motion carried. Three votes yes.
- D. **Resolution #2013R-01-04 – Refunding of the General Obligation Bonds** – Mr. Smith advised that the Township will be paying off the sewer bond early which will save interest. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the Resolution. Motion carried. Three votes yes.
- E. Mr. Smith advised that effective January 24, 2013, electronics are no longer permitted to be disposed of in the trash. He stated that some stores will accept electronics. The York County Solid Waste Authority has a drop off program. Mrs. Gunnet advised that the Township will hold an annual event in the spring.

F. **Acceptance of credit cards – Sewer payments** – Mrs. Gunnet advised that the Board had discussed the possibility of accepting credit cards for sewer payments. She noted that she contacted two different companies to find out more information. She stated that she never received a response from Official Payments but she met with Heartland. All transactions would take place online. There would be a link to their website on the Township website. There would be a transaction fee of \$2.95 which would be paid by anyone using the service. There is no cost to the Township. There would be a maximum transaction of \$350 but multiple transactions could take place. Visa, Mastercard and Discover would be accepted. All of the information would be handled by Heartland which would keep the Township from complying with the Red Flag Rule. She stated that if the Board agrees, she would like to have this setup prior to the next bills being sent out on February 1st.

Mr. Sechrist asked if any other Townships have had issues with the company. Mrs. Gunnet advised that Manchester Township has used this company for several years and have had none.

On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the Agreement with Heartland for online credit card payments for sewer bills. Motion carried. Three votes yes.

- G. **2013 Bidding requirements** – Mrs. Gunnet advised that legislation passed in 2012 requires bidding limits to be increased each year. The 2013 limits are 3 quotes for purchases over \$10,200 and public bidding for purchases over \$18,900.
- H. Freysville intersection project – Final costs – Mrs. Gunnet advised that the final cost for the Freysville intersection is \$1,014,075.32.
- I. Transfer from Solid Waste Fund to Sewer Capital Improvement Fund – Mrs. Gunnet advised a transfer from the Solid Waste Fund to the new Sewer Capital Improvement Fund had been discussed during budget workshop. She advised that the transfer is on the bills list.

15. Unfinished Business:

A. Panorama Hills Pump Station – Discussed under 13A.

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

17. Supervisors Comments – Mr. Smith asked the Board if they had any comments. Neither Mr. Sechrist nor Mr. Heffner had any.

Mr. P. Smith announced that after 36 years of service, he will not be seeking reelection this year. He thanked everyone for their support over the years and encouraged others to become involved and consider running for office. Mr. Heffner thanked him for his service to the Township and the residents.

18. Mr. Heffner questioned the invoice to Baker & Son. Mrs. Gunnet advised that the right front strut was broken on the Dodge Van. When it is replaced, both must be done. The tie rods were also replaced because they were about to break. On the motion of Dean Heffner seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.
19. The meeting of the Windsor Township Board of Supervisors adjourned at 6:35 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

January 7, 2013

Vera Miller	
Marlin L. Bupp	1680 Freysville Road York PA
Steve Olkowski	8109 Elizabethtown Road Elizabethtown PA
Greg Howard	260 Country By Way York PA
Keith Howard	Country By Way York PA
Licia Lehman	379 Wire Road York PA
Gene & Bobbie Zimmerman	860 Zimmerman Road Red Lion PA
Chief Joseph Yahnke	Red Lion Fire Department
Alan Brillhart	Knaub Lane Red Lion PA
Jack Dehoff	400 Kendale Road Red Lion PA
Officer Curt Hempfing	York Area Regional Police Department
Charles Silar	1500 Windsor Road Red Lion PA
Lynn & John Cheeseman	910 Cranberry Lane York PA