

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
September 16, 2013

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

Those present: Paul Smith, Dean Heffner, Rodney Sechrist, 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 Dean Heffner seconded by Rodney Sechrist, the minutes from the August 19, 2013 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 notification from Comcast that they will be adding an outdoor channel and effective October 29th a digital transporter will be required to access basic service.
- C. Mrs. Gunnet advised that she has received a letter from Wellspan regarding their discontinuance of Advanced Life Support service. She noted that she spoke with Ted Hake of Yoe Ambulance. They have an Advanced Life Support unit but Red Lion Ambulance does not. Red Lion Ambulance is in discussions with Memorial Hospital to have an ALS unit stationed in their building.
- D. Mrs. Gunnet advised that the York County Association of Townships of the Second Class will be holding their Annual Convention on Thursday, November 14th at the White Rose Room at the York Expo Center. She asked the Board to let her know if they plan to attend.

Mrs. Gunnet advised that there will be an afternoon class on the Commonality of Clean Water & Public Education. She asked the Board to let her know if they were planning to attend.

- E. Mrs. Gunnet advised that she has received notification from the Watershed Alliance of York regarding their 11th Annual Watershed Weekends. She stated that the weekends are designed to enlighten the public on water conservation and water resources. An event will be held on September 28th at the new Red Lion Municipal Authority drinking facility.
5. Representative Stan Saylor – Representative Saylor advised that not only is he present as a Representative but also as a Township resident to recognize the accomplishments of Paul Smith. He commented that Mr. Smith only has a few months left on his term as a Supervisor and he wants to acknowledge his 36 years of service to the Township. He stated that he sees many areas in the state and knows that the Township is fortunate to have a great governing body and he is proud to be a resident. He thanked Mr. Smith as a friend as well. Representative Saylor explained that he had previously served on the Township Recreation Board and Mr. Smith had been a counselor to him and helped him to understand how local government works. He stated that Mr. Smith has always provided leadership and

has been dedicated to his position and has continued to make Windsor Township a community that we want to live in.

In addition to thanking Mr. Smith, he also thanked his wife, Sue. He stated that she has given her time and has provided support while her husband has served as Supervisor.

Representative Saylor presented Mr. Smith with a Citation from the House of Representatives. He read the Citation which highlighted some of Mr. Smith's accomplishments, including serving on various Boards, the creation of the York Area Regional Police Department, a curbside recycling program, a woody waste collection and implementing numerous ordinances just to name a few. Mr. Smith was presented with a gift of appreciation from Representative Saylor.

Mr. Smith thanked Representative Saylor for the recognition. He noted that one person cannot work alone and he has been fortunate to work with other dedicated Supervisors and to have had hardworking employees. He thanked his wife for all of the support she has given him over the years. He shared the story that after he won his first election in 1975, he and Sue left for Potter County and were married there a few days later so for their entire married life, he has been a Supervisor. Pictures were taken with Mr. Smith accepting the Citation from Representative Saylor.

6. Windsor Township Fire & Rescue Association: No one was present.
 - A. Mrs. Gunnet advised that she has received a notice from the State Fire Commissioner's Office that the grant has been awarded to the Laurel Fire Company. Settlement will take place on October 11th.
7. York Area Regional Police Department: Sergeant Good reviewed the monthly report. He advised that the Police Department has switched computer systems and they are experiencing some growing pains but the new system will allow them to access more information. He reported that the Department now has a new canine, Vilko, who is handled by Officer Sampere. Brando, the former canine has retired. Sergeant Good added that the Department has also hired two new officers. In addition, he noted that there was a double fatality accident in September.
 - A. The Monthly Report for July is available for review.
 - B. Mrs. Gunnet advised that she has received a voicemail from a resident in Allyson's Crossing informing that there are teens walking around the development from 11:00 p.m. to 2:30 a.m. and there have been cases of vandalism and theft. Sergeant Good stated that he would make note of this.
8. Michelle Tyson – Bus Stop Ahead – East Gay Street off Rt. 624 – Michelle Tyson, 460 East Gay Street, advised that she and her husband live near the intersection of Craley Road and East Gay Street where the double fatality accident recently occurred. She noted that there have been numerous accidents in this area this year. She commented that people speed in this area and the brush is not trimmed at the intersection. She expressed her concern that her son has a bus stop in this location and she is concerned for his safety. She showed the Board an exhibit with pictures of the area. Mrs. Tyson noted that she had contacted the Township regarding the installation of a Bus Stop Ahead sign but was informed that there

is a site distance requirement of 300' and she only has 175' to her driveway from Craley Road. She stated that she is looking for a way to make more people aware of the situation.

Mr. Trout advised that he has been out on site. He agreed that there is limited site distance in this area. He noted that there is a hidden driveway sign posted for them. He stated that it is his recommendation that Mrs. Tyson contact the Red Lion Area School District to request that the bus stop be relocated.

Representative Saylor advised that he would visit the site and if he feels there is anything that PennDOT should do, he will contact them. Mrs. Gunnet noted that PennDOT had installed a guardrail along Craley Road because of the frequency of accidents in this area. Mr. Trout added that he is willing to swap the hidden driveway sign for a bus stop ahead sign. The change in the color may be better at getting the attention of motorists.

9. Windsor Township Fire & Rescue Association – Eric Myers, Laurel Fire Company arrived.
 - A. Mr. Myers advised that the next meeting will be held in October at Felton Fire Company.
 - B. Mr. Myers stated that they have had training on their new truck.
10. Longstown Village Condo Association – Request for Township to accept billing for Fire Hydrants – Mrs. Gunnet advised that she has received a request from the Longstown Village Condo Association to accept billing for the 6 fire hydrants in the development. She noted that the residents have been paying the fire hydrant tax and the Township should have been paying for the fire hydrants. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved to accept the billing for the fire hydrants in Longstown Village. Motion carried. Two votes yes.** Mr. Smith abstained from voting due to a conflict of interest.
11. Emergency Management:
 - A. Mr. Fromm advised that he and his staff have been invited to a meeting at York Township for a roundtable discussion.
 - B. Mr. Fromm updated the Board on the radio and the training. He noted that the radios they have are multifunctional and affordable. Mr. Sechrist commented that he understands that radio frequencies will be changed again. Mr. Fromm stated that the change is projected to cost \$28 million and it is paid by the purchase of licenses.
12. Plan for discussion:
 - A. **RYAN G. & JENNA B. WOERNER – Final Subdivision Plan #13089 by Shaw Surveying, Inc. for 2 lots along Delta Road & Bethlehem Church Road** – Mr. Smith noted that this plan had been tabled last month in order to obtain additional information for a waiver request for the widening of Bethlehem Church Road. Mr. Allison noted that the Board has received information with a breakdown of costs for the reclamation and stone. He added that a contingency amount of not less than \$300 should be required as well. He stated that the presumed cost would be \$3,173. **It was the**

consensus of the Board to accept a fee-in-lieu of the road widening for Bethlehem Church Road in the amount of \$3,500.

13. Solicitor:

- A. **Access Agreement – York Township Water & Sewer Authority** – Mrs. Gunnet advised that during the roadwork improvements at Longstown, a section of York Township sewer main will be rerouted. York Township is requesting to pump the main over the ground and connect into our manhole. An access agreement is required to do this. Once the work has been completed and the system is operable, the agreement will be terminated. Mr. Heffner questioned the liability should there be any damages. Mrs. Gunnet advised that it is detailed in the agreement that York Township would be held responsible. **On the motion of Rodney Sechrist, seconded by Dean Heffner, the Board approved the Access Agreement with the York Township Water & Sewer Authority. Motion carried. Three votes yes.**

14. Township Engineer: There was nothing to report.

15. Public Works:

- A. Mr. Smith advised that the Board has received the monthly report for September. Mr. Heffner questioned if the valves on the outside of the pump stations are exercised on a quarterly basis as he did not see this listed on the fall/winter sewer schedule. Mr. Trout advised that he knows the ones on the inside are but he will check with the sewer department to make sure the outside ones are being done as well.

Mr. Heffner commented that the report stated that Hellam Township is interested in purchasing the Township's loader. He questioned why it is being replaced if it is still in good shape. Mr. Trout advised that it has a lot of hours on it. Mr. Heffner stated that he will look at the loader. Mr. Trout added that John Deere will likely give a good trade in value, too.

- B. Husson Road bridge update – Mrs. Gunnet advised that the bridge is open.

- C. **Propane bid results** – Mrs. Gunnet advised that bid results are attached to the Board's agenda. The low bidder is **Atlantic Coast Energy** which is the company that is currently used. The amount is \$1.776 which is a \$.25 increase. On the motion of Dean Heffner seconded by Rodney Sechrist, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.

16. Other Business:

- A. Mr. Smith advised that the Board has received the Manager's Report for August. There were no questions.
- B. Mr. Smith advised that the Dog Officer's Report for August is available for review.
- C. Mr. Smith advised that the Zoning Report for August is available for review.

- D. Yorkana Ballfield – Tractor repairs – Mrs. Gunnet advised that after this season, the man who currently maintains the Yorkana ballfield will no longer be doing so. Yorkana Fire Company has a tractor that is stored at the field but it is not working. The fire company and Windsor Area Recreation Commission have agreed to split the cost for the parts if the Township will supply the labor to fix it. The Board agreed to this.
- E. Mrs. Gunnet advised that in September of each year, she is required to provide the Board with the Minimum Municipal Obligations for both the Non-Uniform and Police pensions. She stated that the police pension is \$0 since there are no active officers. The municipal pension is projected to increase by \$3,068 but that should be offset by a projected 8.6% increase in State Aid. No action is required.
- F. Glacial Energy – Natural Gas – Mrs. Gunnet explained that the Township had been having issues with the electric generation supplier and a former employee of that company had offered to help sort out some of the issues. The Township recently received an invoice for gas usage from this person's new employer, Glacial Energy. She stated that her signature was forged and therefore the Township involuntarily entered into a contract. She noted that Attorney Rausch is aware of the situation and the Township can drop out of the contract with no penalties. She noted that the rate through Glacial Energy is higher than with Columbia Gas. It was the consensus of the Board to purchase natural gas for the Township Office through Columbia Gas.
- G. Van – repairs – Mrs. Gunnet advised that it had been included in the 2013 budget to have the van painted but the cost to do so is over \$1,500. Mr. Heffner questioned if the van still runs properly. Mrs. Gunnet advised that there was an issue with the alternator but that has been fixed. A new transmission was put in around 30,000 miles. The Kelley Blue Book value is \$6,400. Mr. Smith asked if a van is a necessity. Mrs. Gunnet stated that it was used previously for the road inspections and is used when carpooling. Pricing will be looked into for the purchase of a new vehicle.

17. Unfinished Business:

- A. Panorama Hills Pump Station – Update – Mr. Holweck advised that the Township has control of all of the right-of-ways but not all of the properties have been settled yet. He noted that an access drive on the Dobrinoff property will need to be relocated because of the wetlands and Attorney Rausch is working on this.

Mrs. Gunnet noted that the Enfield property has a mortgage on it and a release is required from this company before it can be settled.

Mr. Holweck advised that he has been working with James Holley's office on the bidding process. He stated that he has found two reputable companies in the local area that could complete the work. He stated that they are Kinsley and Abel. He noted that there are other local companies who can perform the work but expressed his concerns about the quality and lack of manpower to finish the job within the required timeline. He asked the Board if they would be agreeable to having only two bidders. After discussion, the Board decided that they would like to have three bids.

Mr. Trout questioned the timeframe for the bid. Mr. Holweck advised that once the bid paperwork is sent out, they will have approximately 6 weeks to return it. He added that the bid will provide for an overage for rock removal to try to avoid change orders later.

B. Proposed meeting schedule change – Mr. Smith advised that it was discussed at the previous meeting about cancelling the first meeting of the month. He stated that he thinks it should be reviewed on a monthly basis. It was the consensus of the Board to cancel the first meeting in October.

C. Wise Avenue sewer extension funding – Mrs. Gunnet advised that she contacted other municipalities to see how they funded sewer extensions. York Township and West Manchester Township paid for extensions in full. Penn Township and Spring Garden Township did a front foot assessment. Mr. Smith requested that she check with Springettsbury Township to see how they handled extensions.

18. 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.

19. Supervisors Comments – Mr. Smith asked the Board if they had any questions. Mr. Sechrist did not have any.

Mr. Heffner questioned if the properties on Freysville Road between Manor Road and the “S” curve had connected to public sewer. Mrs. Gunnet advised that one has connected and the other has until October to connect.

Mr. Smith did not have any comments.

20. On the motion of Dean Heffner seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.

21. The meeting of the Windsor Township Board of Supervisors recessed at 7:18 p.m. until Friday, October 4th at 1:00 p.m. at the Township Office for a Pre-Budget workshop.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

September 16, 2013

Vera Miller

Elmer Fromm

Sue Smith

JoAnna Shovlin

Representative Stan Saylor

Gene Zimmerman

Roberta Zimmerman

Jeffrey & Michelle Tyson

Eric Myers

Sergeant Good

50 Oak Drive Red Lion PA

4030 Woodspring Lane York PA

532 El Dorado Drive Red Lion PA

94th District, 15 S. Main Street Red Lion PA

860 Zimmerman Road Red Lion PA

860 Zimmerman Road Red Lion PA

415 E. Gay Street Extd. Red Lion PA

Laurel Fire Company

York Area Regional Police