

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

October 21, 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, 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 Rodney Sechrist seconded by Paul Smith, the minutes from the September 16, 2013 Salary Board meeting, September 16, 2013 regular meeting and October 4, 2013 Pre-Budget Workshop meeting were approved. Motion carried. Two 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 a letter from Wellspan Health providing the required 90 day notice that they will be discontinuing ALS service. She stated that Red Lion is still working with Memorial Hospital to have them locate a unit at their station but an agreement has not been worked out yet.
 - C. Mrs. Gunnet advised that she has received three notifications from Comcast informing that they will be having multiple channel changes and they will also be increasing their late payment fee. Copies of the letters are available for review.
5. Windsor Township Fire & Rescue Association – Chad Arnold of Felton Fire Company was present. He reported that the rubber roof has been installed on the roof simulator but it has not been glued down yet. He noted that they use it quite often for training and he is thankful to have it located in the Township.
 - A. Mr. Smith advised that Laurel Fire Company has repaid their loan.
 - B. Mr. Arnold advised that the next Fire Chiefs meeting will be held on October 24th at Felton.
 - C. Mrs. Gunnet advised that Red Lion is the only station that has turned in their revised box alarms. She questioned the status of the others. Mr. Arnold stated that he believes that Felton's are finished also. He noted that there is a Fire Chief's meeting this evening and this topic is being discussed. He added that it has been worked out as to which apparatuses are dispatched based on a call. Eventually the assignments will also be determined based on the call.
6. York Area Regional Police Department: Officer Hoshauer was present. He reported that there have been a few break-ins recently at Wisheaven but there have been no major incidents. There were no questions for him.
 - A. The Monthly Reports for August and September are available for review.

7. June Lloyd – Kaltreider-Benfer Library – Ms. Lloyd thanked the Board on behalf of the Kaltreider-Benfer Library for their continued support. She provided the Board with information highlighting statistics for the library as it relates to the residents of Windsor Township. She noted that this year is the library's 50th Anniversary. She commented that many hours are volunteered at the library and they continue to reach out to first graders in the area to ensure that they have a library card. She stated that they have a new initiative to reach out to teens to keep them involved. She thanked the Board for their time and asked for their continued support of the library.
8. **Audie Roth – Freysville Road – Connection to public sewer** – Mr. Roth advised that he knows that he must connect his property to public sewer but due to financial reasons, he will not be able to have it done this year. He explained that he has been laid off a few times and he is unable to hold a part time job because he is a caretaker for an elderly man. He asked the Board for a time extension. Mr. Smith questioned if he would be willing to make payments on the application fee of \$315 if the Board was to grant an extension for the connection. Mr. Roth stated that he would be agreeable to this. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board granted an extension to Mr. Roth until December 31, 2014 to connect his property to public sewer with the condition that a payment plan is set up for the application fee. Motion carried. Two votes yes.**
9. Emergency Management:
 - A. Mr. Fromm advised that there were no major issues due to the recent rainstorm. He reported that there was a house on Windsor Road that had a flooded basement which caused the fuel tank to become dislodged and resulted in a hazmat call.
 - B. Mr. Fromm advised that Wayne Markel and Lonnie Leiphart are currently working on their basic certifications. He added that he is hopeful that by the end of the year all of his staff members will hold at least the basic certification from PEMA. He noted that Jim Wilson has received his professional certification and he and Bernell Kohler are working to achieve the same status.
 - C. Mr. Fromm reported that they attended training at the County last week and it was very beneficial. He added that a new organization has also been created. It is the Eastern York County EMA and consists of Hellam Township, Hallam Borough, Lower Windsor Township, East Prospect Borough, Wrightsville Borough and Yorkana Borough. He stated that they have a paid coordinator. Mr. Smith questioned how many people the organization represents. Mr. Fromm estimated that it is close to the size of Windsor Township. He added that this also provides him with more resources to work with.
 - D. Mr. Fromm noted that he will be having knee surgery and will be out of commission. He advised that Bernell Kohler will be in charge while he is off.
10. Plans for Discussion:
 - A. **JOHN J., II AND BARBARA S. BOWSER – Subdivision by Site Design Concepts – Meadow Road, waiver of review** – Mr. Allison advised that the Board has received information from Site Design Concepts regarding this subdivision. He explained that the tract is 42 acres in size and

minimal area is located in Windsor Township. He stated that they are requesting a waiver of review of the plan from Windsor Township. Mr. Allison noted that this is common practice. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board granted the waiver of review. Motion carried. Two votes yes.**

- B. **CHARLES REXROTH SKETCH – Discussion on future waivers** – Mr. Rexroth advised that he has purchased the parent tract of the Shadow Ridge subdivision. When the lot was created, it was for agricultural purposes only and there is not a building right attributed to it. He stated that he may be interested in building a house on the property in the future.

Mr. Allison advised that the lot is approximately 150 acres but was not designed for a house to be built on the lot. He stated that they would have been required to provide for items such as access, perc and probe locations and stormwater controls. He explained that when the subdivision was approved, there were waivers that had been granted for the number of lots fronting on a street and also for the connection to public sewer. He stated that Mr. Rexroth understands that he must have a revised subdivision plan but he had recommended that he come before the Board this evening to obtain the opinion of the Board as to whether these waivers may be granted again before he moves forward.

Mr. Smith questioned if the lot meets the requirement of the new regulations regarding development of an agricultural tract. Mr. Allison advised that it does. **It was consensus of the Board that they would look favorably on the granting of the waiver requests.**

11. Solicitor:

- A. **Easement Agreement – Rolling Acres** – Attorney Rausch advised that he has received the signed agreement from Rolling Acres. He advised that it provides for a permanent easement and temporary easement but not a stub to the sewer line. The Township had also previously agreed to pay \$1,500 of their attorney fees. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the easement agreement with Rolling Acres and approved payment of \$1,500 in attorney fees. Motion carried. Two votes yes.**
- B. Attorney Rausch advised that he has been in contact with the attorney for Mr. Dobrinoff but there has been no resolution.

12. Township Engineer:

- A. **Security Reduction – Shadow Ridge** – Mrs. Gunnet advised that Mr. Hess has received a request for a security reduction for Shadow Ridge in the amount of \$11,660 which will bring the balance to \$22,544. He is recommending approval. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the security reduction for Shadow Ridge based on the recommendation of the Township Engineer. Motion carried. Two votes yes.**
- B. Mrs. Gunnet advised that Mr. Hess has reviewed and approved payment application #5 in the amount of \$2,143.80 for the Manor Road, Freysville Road and East Prospect Road generator

replacement project. On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the payment. Motion carried. Two votes yes.

13. Public Works:

- A. Mr. Smith advised that the Board has received the monthly report for October. There were no questions.
- B. Husson Road bridge invoice – Mr. Smith advised that the Township has received an invoice from North Hopewell Township in the amount of \$71,333.91. Mrs. Gunnet advised that the minutes from January 21, 2013 at which Jason Snyder and a representative of North Hopewell Township were present, indicated that the estimated cost for the entire project would be \$60,000. She noted that the cost for the bridge was approximately \$69,000 and the balance was in extra costs including stone, rebar, sandbags and engineering fees among others. Mr. Smith commented that he knows the Township will need to pay the invoice but the Board is disappointed with the situation. Mrs. Gunnet advised that she will send a letter with the payment expressing the Board's thoughts.
- C. **Snowblower** – Mrs. Gunnet advised that Lower Windsor Township has a mountable snowblower that they are looking to get rid of. If they sold it as scrap metal, they would get approximately \$400. It does need some repairs. She stated that if the Board is interested in purchasing it, she feels that more should be offered as she believes that they are offering it to us as a way of thanking us for helping due to the fire at their public works facility. **On the motion of Rodney Sechrist, seconded by Paul Smith, the Board offered \$800 to Lower Windsor Township for the purchase of their mountable snowblower. Motion carried. Two votes yes.**
- D. **Snow plow bid results** – Mrs. Gunnet advised that the bid results are attached to the Board's agenda. Jackie Trout was the only bidder. She commented that his helper unexpectedly passed away recently and he is concerned that he may not be able to handle the work. There was discussion regarding other people and companies that may be able to be contacted. It was suggested that we approve the bid as submitted and if Jackie Trout informs the Township that he will not be able to assist, other options can be explored at that time. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board awarded the snow plow bid Jackie Trout. Motion carried. Two votes yes.**

14. Other Business:

- A. Mr. Smith advised that the Board has received the Manager's Report. There were no questions.
- B. Mr. Smith advised that the Dog Officer's Report is available for review.
- C. Mr. Smith advised that the Zoning Report is available for review.
- D. Electric generation broker – APPI – Mrs. Gunnet advised that the contract with Benchmark for electric generation expires in February. She stated that she has looked into other companies and has found that APPI is endorsed by the Pennsylvania State Association of Boroughs. Red Lion

Borough, Jacobus Borough and West Manchester Township use this company and have not had any issues. She explained that their broker fee is built into the kilowatt hour so there is no question on the amount that they are charging. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved to enter into an agreement with APPI as the Township's broker for electric generation. Motion carried. Two votes yes.**

- E. **SPCA of York County – Shelter agreement for 2014** – Mrs. Gunnet advised that fee for the shelter agreement is \$.50 per resident based on the 2010 Census. This results in an amount of **\$8,752**. On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the agreement with the SPCA of York County. Motion carried. Two votes yes.
- F. Truck traffic – Boxwood Road – Mrs. Gunnet advised that PennDOT performed a traffic study at the intersections of Boxwood Road with Route 74 and Springvale Road. They are recommending that signage for “No trucks over 25’ long” be installed. Mr. Allison stated that this will have an effect on S&S Precision Tool as they receive loads of steel several times each month on trucks longer than this. The Board questioned if the study was done as the result of a complaint. Mr. Allison advised that the end of a driveway and yard near the intersection of Springvale Road is being damaged from trucks turning onto Boxwood Road and the Township had been contacted.

Mr. Allison added that when he spoke with the York County Planning Commission, they recommended having the owner of Specialty Industries contact Google Maps to have them change the location that is used when driving directions are obtained. He noted that he will also contact the owner of S&S Precision to confirm the information with him. The Board tabled the topic.

- G. Mrs. Gunnet advised that security had been posted in the form of a bond for Wisheaven Condominiums. One year is provided to complete the work. It is not finished and they are requesting a one year extension. **On the motion of Rodney Sechrist seconded by Paul Smith, the Board granted a one year extension for Wisheaven Condominiums. Motion carried. Two votes yes.**
- H. Meeting with PennDEP – Pipe on Husson Road – Mrs. Gunnet advised that she, Mr. Allison, Mr. Hess and Representative Saylor met with PennDEP regarding the pipe on Husson Road. They are not requiring any action as their Engineer could not substantiate any findings. Mrs. Gunnet noted that they advised that the Township could have a hydrological study done at an approximate cost of \$20,000 but it would not guarantee that there would be different results. PennDEP also stated that the Township could obtain a GP11 permit to perform work to the pipe. She noted that the Township will keep monitoring the situation as the area had flooded again after the recent rainstorm.
- I. Mr. Smith advised that the **Windsor Area Recreation Commission 2014 Budget** must be approved by both Windsor Township and Windsor Borough. They are proposing a 1% increase. On the motion of Rodney Sechrist seconded by Paul Smith, the Board **approved** the Budget. Motion carried. Two votes yes.

15. Unfinished Business:

- A. Panorama Hills Pump Station – Update – There was no update.
- B. Proposed meeting schedule change – Mr. Smith questioned if Mrs. Gunnet was aware of any business that would need to be on the November 4th agenda. She stated that she did not have anything at this time. It was the consensus of the Board to cancel the first meeting in November.
- C. Wise Avenue sewer extension funding – Mrs. Gunnet advised that she contacted Springettsbury Township to see how they fund sewer extensions. She stated that they use an assessment fee to cover the cost for the construction. The Township covers the cost for the engineering and permit fees.

Mrs. Gunnet advised that there is still time to determine the method of funding as the grant funds for the Wise Avenue extension will not be received until mid 2014.

- 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 Mr. Sechrist if he had any questions. He did not. Mr. Smith did not have any either.
- 18. On the motion of Rodney Sechrist seconded by Paul Smith, the bills were approved. Motion carried. Two votes yes.
- 19. The meeting of the Windsor Township Board of Supervisors recessed at 7:14 p.m. until Thursday, November 7th at 1:00 p.m. at the Township Office for a Budget workshop.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

October 21, 2013

Vera Miller

June Lloyd

Elmer Fromm

Charlie Rexroth

Audie Roth

Officer Hoshauer

Chad S. Arnold

3119 Lakefield Road York PA

50 Oak Drive Red Lion PA

125 Elfner Road Red Lion PA

3100 Freysville Road Red Lion PA

York Area Regional Police

Windsor Twp Fire & Rescue Assoc.