

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
November 18, 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, 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 from the October 21, 2013 and November 7, 2013 Budget Workshop meeting were approved. Motion carried. Two votes yes. Mr. Heffner did not vote due to not being present at the October 21, 2013.
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 the Red Lion Ambulance Association confirming that Memorial Hospital has entered into an agreement to house an ALS unit at the Winterstown Fire Company effective January 5, 2014.
5. Windsor Township Fire & Rescue Association – Eric Myers of Laurel Fire Company was present. He reported that the next Fire Chief’s meeting will be held on December 19th at Red Lion. Discussion ensued on the issues with dispatching procedures and the new CAD system.
6. York Area Regional Police Department: Sergeant Montgomery was present. He advised that there are issues with the CAD system on their level as well. There were no questions for him.
 - A. The Monthly Report for October is available for review.
7. Plans for Discussion:
 - A. **EMMANUEL UNITED METHODIST CHURCH – Land Development Plan by K. Eugene Shank, Inc., Windsor Road** – Jeffrey Shank advised that the church is proposing to add classroom structures to the property. A separate infiltration structure will be installed for the additional impervious area. Mr. Allison noted that a stormwater maintenance agreement is required. A check has been received for the required funds. Mr. Hess added that all of his comments have been addressed. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the Stormwater Facilities Maintenance and Monitoring Agreement and the plan. Motion carried. Three votes yes.**
8. 2014 Proposed Budget – Mrs. Gunnet advised that the proposed budget is open for public inspection. She stated that it is scheduled for adoption on December 16th. The Real Estate Tax will remain at .6 mills and the Fire Hydrant Tax will remain at .1 mills. The General Fund will dip into reserves. Police,

fire and ambulance services account for just over half of the budget. The sewer bill will remain the same at a cost of \$105 per quarter. She advised that this will be the third year of the seven year sewer rehab plan. The Panorama Hills Pump Station upgrade is included in the budget with a transfer from the Solid Waste Fund.

9. Solicitor:

- A. Attorney Rausch advised that the Township has received payment in full from Dean Lake for the delinquent sewer account. He added that although a payoff amount had been requested for Francis Mungai, the Township has not received payment.

10. Township Engineer:

- A. Mr. Hess advised that he has received payment application #6 in the amount of \$62,477.46 and payment application #7 in the amount of \$75,967.97 for the Manor Road, Freysville Road and East Prospect Road generator replacement project. He is recommending approval of both payments. On the motion of Rodney Sechrist seconded by Paul Smith, the Board approved the payments. Motion carried. Three votes yes.

Mr. Hess noted that there are still funds being held for the project. Mrs. Gunnet added that the Township will be invoicing Monacacy Valley for the employee overtime due to multiple callouts.

- B. Mr. Hess advised that he has accepted a position with a new company. He thanked the Board for the opportunity to work for the Township. He introduced Phillip Brath as the new representative for the Township. He noted that Cindy Zawrotuk will still be the officer in charge.

Mr. Brath addressed the Board noting that he has been involved with different projects for the Township including a spill prevention plan, Wise Avenue sewer extension and Panorama Hills. He stated that he is looking forward to working with the Township.

11. Public Works:

- A. Mr. Smith advised that the Board has received the monthly report for November. Mr. Heffner questioned if there are issues with the leaf truck. Mr. Trout stated that there have been but the company is working with us to fix the problems. He added that after leaf collection is over, it may be necessary to send it back to Old Dominion Brush to have it evaluated again.
- B. Mr. Smith advised that Lower Windsor Township will be using one of the Township's trucks for snow removal.
- C. Snow Plow bids – Mrs. Gunnet advised that Jackie Trout has informed the Township that he will only be able to provide snow removal for one route. She stated that after contacting several different people, Brook Wade Shoffner with All Seasons Lawn Care, has agreed to provide snow removal service for the remaining route at the same rate as Jackie Trout. She stated that she is requesting that the Board amend the bid for snow removal to reduce it from two routes to one and allow for All

Seasons Lawn Care to provide snow removal service for the Township. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board agreed to amend the bid and have All Seasons Lawn Care provide snow removal services. Motion carried. Three votes yes.**

12. Other Business:

- A. Mr. Smith advised that the Board has received the Manager's Report for October. There were no questions.
- B. Mr. Smith advised that the Dog Officer's Report for October is available for review.
- C. Mr. Smith advised that the Zoning Report is available for review.
- D. Mrs. Gunnet advised that she has received notification that the bank will not extend the letter of credit for **sewer capacity for The Seasons LP, which is the Spring Valley Pool Site for Tim Pasch**. She stated that she has contacted Mr. Pasch to inform him about this. She requested authorization from the Board to collect on the letter of credit if Mr. Pasch does not provide new security. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board granted authorization to collect on the letter of credit if new security is not provided. Motion carried. Three votes yes.**
- E. Mrs. Gunnet advised that she has received a request from a resident on Burkholder Road to have the speed limit reduced and to have a Bus Stop Ahead sign installed. She stated that Mr. Trout will have the bus stop sign installed but a traffic study is required by PennDOT to change the speed limit. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved for a traffic study to be performed by PennDOT for the speed limit on Burkholder Road. Motion carried. Three votes yes.**
- F. Mrs. Gunnet advised that a traffic study for the speed limit on East Prospect Road had been done for portions in Windsor Township and Lower Windsor Township. The results conclude that no changes are recommended in Windsor Township.
- G. Mrs. Gunnet advised that APPI has gathered electric generation quotes. They are recommending that the Township enter into an agreement with Direct Energy for 48 months as this term provides a lower rate. She stated that she was leery about entering into a lengthy agreement due to the issues with the previous broker, Benchmark, but Red Lion Borough has informed her that they have been working with this company for several years and have had no issues. She explained that the administrative fees are included in the kilowatt hour rate. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board entered into an agreement for electric generation with Direct Energy for 48 months, effective March 2014. Motion carried. Three votes yes.**
- H. Dog Officer for 2014 – Mrs. Gunnet advised that there were 4 individuals interviewed for the Dog Officer position. She stated that she is recommending Allegiant Animal Care. They are from East Prospect. The cost will be \$48 per hour. If the number of calls remains similar, the annual cost will be comparable to the current rate. **On the motion of Dean Heffner seconded by Rodney Sechrist,**

the Board awarded the 2014 Dog Officer contract to Allegiant Animal Care. Motion carried. Three votes yes.

- I. Modern Landfill negotiations – Mrs. Gunnet advised that Mr. Smith is the liaison for the Modern Landfill negotiations committee. She questioned which Board member is interested in replacing him in 2014. It was decided that Ms. Shovlin will sit on the committee.
- J. Mrs. Gunnet advised that bonds had been posted for security for Taylor Estates, Phase I; Taylor Estates, Phase II, Section A; Taylor Estates, Phase II, Section B and Taylor Estates, Phase IV. The work has not been completed and they are requesting a one year extension to the Site Improvement Agreement. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved the extensions. Motion carried. Three votes yes.**

13. Unfinished Business:

- A. Panorama Hills Pump Station – Eli Dobrinoff right-of-way – Attorney Rausch reviewed the offers that had been presented to Mr. Dobrinoff for the right-of-way. He stated that Mr. Dobrinoff's first request was for \$25,000 and 3 sewer stubs. The Township countered at \$22,500 and 3 sewer stubs. Mr. Dobrinoff had agreed to this but then later changed his mind. He advised that the Township has been through the condemnation and appraisal process so the Township has the right to the land. However, the access must be shifted and additional right-of-way will be needed. The appraisal came in at \$11,000 total for both the access and sewer right-of-ways. Mr. Dobrinoff is now requesting \$28,000 and 3 sewer stubs. Attorney Rausch advised that this is \$5,500 more than the original offer but Mr. Dobrinoff is entitled to \$4,000 for attorney fees so it may be worthwhile to settle. He added that the value for each sewer stub is \$1,800.

Mr. Allison commented that he recently spoke with a realtor who was looking to list the property. Mr. Smith and Mr. Heffner agreed that it would not be fair to those who already settled with the Township to offer Mr. Dobrinoff additional funds. Attorney Rausch stated that it would need to be determined if the \$28,000 is justified. It was the consensus of the Board to hold firm to the appraisal.

Mrs. Gunnet advised that a pre-bid meeting is to be held this Wednesday. The bidders will then be given 6 to 8 weeks to submit.

- B. Proposed meeting schedule change – It was the consensus of the Board to cancel the first meeting in December.
- C. Truck turning restrictions – Boxwood Road – Mrs. Gunnet advised that Mr. Allison had contacted the owner of S&S Precision Tool and confirmed that they do receive deliveries by tractor trailers approximately 12 times a year. Mr. Smith questioned if it could be restricted to local deliveries. Mrs. Gunnet advised that the vehicles going to Specialty Industries could also be considered local deliveries so it would not be a violation.

Jo Anna Shovlin advised that she met with the Vice President of Operations at Specialty Industries regarding this. Will Clark of the York County Planning Commission will be providing her with the GPS information so that Specialty Industries can change their address.

14. 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.
15. Supervisors Comments – Mr. Smith asked the Board if they had any questions. Mr. Sechrist did not have any questions.

Mr. Heffner questioned what could be done with the land above the tennis courts at Freysville Park. Mr. Allison suggested extending the walking trail. Mr. Hess commented that by converting it to a meadow area or woods, the Township would be able to get credit toward the MS4. Mr. Heffner stated that it seems like a waste to just mow the area.

Mr. Smith advised that he is speaking on behalf of the York Area Regional Police Department. They are having a cash flow problem and are asking for a loan from the Township for approximately \$450,000 for 45 days. The Board agreed that they would be willing to give a loan if it is legal to do so. Attorney Rausch advised that he would check into this.

Mrs. Gunnet noted that there is not enough money in the Solid Waste Fund checking account to cover this amount so it would need to be taken out of the General Fund surplus funds. She stated that the interest rates are different in the funds and questioned what rate the Board would like to use. They agreed on 1%.

16. On the motion of Dean Heffner seconded by Rodney Sechrist, the bills were approved. Motion carried. Three votes yes.
17. The meeting of the Windsor Township Board of Supervisors adjourned at 6:52 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

November 18, 2013

Vera Miller
Sergeant Peter Montgomery
Chief Eric Myers
Jo Anna Shovlin
Charles Silar
Jeffrey Shank
Earl Hinton
Phillip Brath

York Area Regional Police Department
Windsor Twp Fire Association
532 El Dorado Drive Red Lion PA
1500 Windsor Road Red Lion PA
K. Eugene Shank, Inc.
80 Kendale Road Red Lion PA
ARRO Consulting