

## WINDSOR TOWNSHIP BOARD OF SUPERVISORS

March 16, 2015

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, Jo Anna Shovlin, Rodney Sechrist, Attorney Charles Rausch, John Klinedinst, 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 Jo Anna Shovlin seconded by Rodney Sechrist, the minutes from the February 16, 2015 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 the WGN channel to the Latino packages.
  - C. Mrs. Gunnet advised that the Board has received a copy of a letter from James Inners regarding regulations on roadside stands. Mr. Allison stated that they have also received a memo from him. He noted that he does not object to allow for smaller scale road side stands than what is currently permitted in the Zoning Ordinance. He noted that new regulations would need to be created and recommended that any changes be made in conjunction with other amendments.
5. Windsor Township Fire & Rescue Association - Chad Arnold was present. He stated that he greatly enjoyed the Township's appreciation dinner on Saturday evening. He advised that he did not have anything to report.
  - A. Mr. Heffner advised that the next Fire Chiefs meeting will be held on March 26th at Yorkana.
  - B. Mrs. Gunnet advised that she has received the Officer's list from all the fire companies but is still waiting on some of the insurance certificates. She added that she is aware that some of the renewals will be done within the next few weeks.
  - C. Mrs. Gunnet advised that during the tabletop exercise on Saturday, it was discussed that there should be a listing of public information officers. She questioned if there is a list for the fire companies. Mr. Arnold stated that he would look into this.
6. York Area Regional Police Department - No one was present.
  - A. The monthly report for January is available for review.

7. Darlene Ulrich - Acorn Lane - Damaged mailbox - Darlene Ulrich, 3029 Acorn Lane, advised that her mailbox was demolished by a snow plow. She stated that she has lived at the location for the past 20 years and this is the first time that she has had an issue. She commented that she was not aware that the Township had adopted a policy that there would not be reimbursement for damaged mailboxes. She stated that she feels that there was negligence on the part of the plow driver and the driver's concern has dropped due to the policy change. She alleged that he was not paying attention, misjudged and did not take precaution. She requested reimbursement for the cost to fix the mailbox which she estimated at \$62.

Mr. Trout advised that the plow driver reported that he struck Mrs. Ulrich's mailbox and another. He stated that he slid on the ice. Mr. Trout advised that the conditions can be difficult and he did not intentionally try to hit the mailbox.

Mrs. Ulrich questioned what would have happened if her car was hit. Attorney Rausch advised that the Township carries liability insurance for this type of situation.

Mr. Heffner advised that it is the policy of the Board that there is no reimbursement for damaged mailboxes and reiterated that the plow driver would not intentionally try to hit the mailbox. The rest of the Board agreed.

8. Emergency Management:

- A. Mr. Fromm advised that the Board has received a copy of the minutes from the February 25th staff meeting.
- B. Mr. Fromm advised that the Board has received the EMA News from Bill James.
- C. Mr. Fromm thanked the Board and staff for attending the tabletop exercise. He stated that he will review the recommendations from Mr. James and will prepare a report for the Board.
- D. Mr. Fromm stated that in the event of an emergency, the cell phone systems can go down. He noted that in a previous storm, he was unable to contact the Red Lion Area School District because their phone system was full due to parents calling. He advised that he has been working with Jeff Bryan from the school district for permission for the Township in the event of an emergency to access their radio system in order to contact them. He stated that he would like permission from the Board to send a letter to the Red Lion Area School District for approval. On the motion of Rodney Sechrist seconded by Jo Anna Shovlin, the Board granted approval. Motion carried. Three votes yes. Mrs. Shovlin requested that Mrs. Gunnet receive a copy of the letter. Mr. Fromm advised that he would work with her.

Mr. Heffner questioned if the school district would know how to operate the radios. Mr. Fromm explained how the channels function and noted that he would work with them.

9. Solicitor:

- A. **Sale of 406 Boyd Drive** - Attorney Rausch advised that the auction was held on March 12th and the house sold for **\$145,000**. Settlement will occur within 30 days. He noted that he discovered that the Mungai's mortgage company filed foreclosure paperwork and he sent a letter to them informing that the mortgage was wiped out by the judicial sale.

Mrs. Shovlin questioned how much the Township will receive from the sale. Attorney Rausch advised that the auctioneer charges 3% of the sale price and there is a 1% transfer tax. Mrs. Gunnet questioned how the Board would like to allocate the funds. Mr. Heffner stated that he would like to put the funds toward a community center. **After discussion, it was the consensus of the Board to reimburse the sewer fund for all costs associated with the property and put the balance toward a community center.**

10. Township Engineer:

- A. Cranberry Lane/Dietz Road Sewer Extension - Status Report #5 - Mr. Klinedinst advised that the bid is being advertised. They will be opened on April 16th and be brought before the Board at the April 20th meeting. He noted that the right-of-way negotiations are underway and a draft letter that will be sent to the residents was submitted to the Board for review.

11. Public Works:

- A. Mr. Heffner advised that the Board has received the monthly report for March. There were no questions.
- B. Wise Avenue Sewer Extension - Payment Application #4 - \$12,059.00 - Mrs. Gunnet advised that the contractor has submitted a payment application in the amount of \$12,059. She stated that there will be a final payment of approximately \$1,500 for the restoration costs once the job is completed. The payment application will be sent to the York County Planning Commission for payment. **On the motion of Dean Heffner seconded by Rodney Sechrist, the Board approved Payment Application #4 in the amount of \$12,059.00. Motion carried. Three votes yes.**
- C. Beaverson Pump Station - Update - Mrs. Gunnet advised that as part of the project to eliminate the Beaverson Pump Station, an Archaeological Study was required by the Pennsylvania Historical and Museum Commission. Buchart Horn is waiting for a response. Once the study is approved, right-of-ways will be obtained.
- D. **Leaf truck - Update** - Mr. Trout advised that the Board has received information on the leaf truck. He noted that there is a white truck that is available. The cost is slightly less than a yellow one. The Board was agreeable on the purchase of a white truck. Mr. Trout noted that since this one is available, it will likely be received in June. Mrs. Gunnet reported that the grant is a reimbursement grant so the truck can be purchased now.

- E. Sewer Specialty - Payment Application #2 - \$62,828.24 - Mrs. Gunnet advised that Sewer Specialty is requesting payment #2. There will be one final payment. Mr. Trout stated that they were finishing up the work today. **On the motion of Dean Heffner seconded by Jo Anna Shovlin, the Board approved the payment. Motion carried. Three votes yes.**

12. Other Business:

- A. Mr. Heffner advised that the Board has received the Zoning Report for February. A copy is available for review.
- B. Mr. Heffner advised that the Board has received a copy of the Township Manager Report for February. There were no questions.
- C. Mr. Heffner advised that the Board has received a copy of the Animal Control Officer Report for February. A copy is available for review.
- D. Alcohol Referendum - Update - Mrs. Gunnet advised that the Township was able to obtain more signatures on the petition than what was required and it has been submitted to the Elections Office. The Board of Elections Office meets on Wednesday for approval. Mr. Heffner thanked the staff for volunteering their time and to the petition circulators and signers.
- E. Mr. Heffner reminded that the dedication of the Riddle Road bridge in honor of Technical Sergeant Daniel Lee Zerbe will be held on Saturday, April 11th at 1:00 p.m.
- F. Mr. Heffner advised that the Board has received the Transition Report for February.
- G. Resolution #2015R-03-01 - Appointment of alternate to Zoning Hearing Board - Mr. Allison advised that he, Mrs. Gunnet, Mr. Heindel and Mr. Cheeseman met last week with the four applicants for the Zoning Hearing Board alternate position. He stated that they are recommending that Mark Ahlers be appointed to the position. He noted that Mr. Ahlers is present this evening. **On the motion of Rodney Sechrist seconded by Dean Heffner, the Board approved the Resolution to appoint Mark Ahlers as an alternate on the Zoning Hearing Board. Motion carried. Three votes yes.**
- H. **Facebook account** - Mrs. Gunnet advised that in addition to a Message Board posting, it was also discussed at the tabletop exercise of the creation of a Facebook page for the Township. She stated that she has hesitated doing this in the past because of what may be posted. However, she was informed that there is a setting that can be used that that will not allow for public postings. Mrs. Shovlin questioned if this would be a duplication of the Message Board. Mrs. Gunnet stated that some would be same but other information could be posted. Mr. Allison advised that MS4 information could be posted also. Mrs. Shovlin questioned if there is a fee to have a page. Mr. Allison stated that there is not. The Board agreed that if the page is for informational purposes that they do not have an issue with creating one.
- I. Mr. Heffner advised that a Snow Emergency was declared on March 4th from 10:00 p.m. to March 5th at 10:00 p.m. Mr. Allison advised that there were 91 violations. To date 86 citations have been

filed and they are following up on the remaining 5. Mr. Sechrist questioned if most of the violations were in developments. Mr. Allison stated that they were.

- J. Electronics Recycling - Mr. Heffner advised that an Electronics Collection will be held on April 18th from 9:00 a.m. to 12:00 p.m. He added that a check in the amount of \$687.20 will be donated to the Boy Scout Troop for the funds received from the collection they assisted with last fall.
- K. Windsor Area Recreation Commission - 2016 field concerns - Mrs. Gunnet advised that the Board has received a copy of an email from Chris Shaffer expressing his concerns on the lack of fields for next spring. It will not be known for sure until this time next year depending on the number of registrations received for the programs. She noted that WARC will lose the use of the Windsor Borough field due to the Fishing Creek improvements that are slated. Currently all of the fields are being used each day. She stated that there are some options. Mr. Shaffer suggested creating a ballfield at Workinger Field that could be used for a smaller age group. Typically the grass needs two years to establish but this would not apply. An infield would need to be installed with a backstop. Mr. Shaffer estimated that 200 tons of diamondtex would be needed at a cost of approximately \$6,400.

Mrs. Gunnet advised that another option is to rent fields from Lower Windsor Township again. Mrs. Shovlin stated that she feels like the Township is throwing money away by renting. She questioned if a shortage has occurred before. Mrs. Gunnet stated that she believes this is the first time but could see it continuing to occur in the future. Mrs. Shovlin asked if funds could be budgeted for next year. Mrs. Gunnet commented that the field would be needed for the spring.

The Board agreed that they were open to the idea of another ballfield at Workinger Field and asked that Mrs. Gunnet obtain quotes for a backstop.

- L. Rosebrook II - Escrow Agreement - Mrs. Gunnet advised that at the last meeting the Board approved an Escrow Agreement with the developer of Rosebrook II for the remaining improvements. A check has been received in the amount of \$3,600. The developer has signed the agreement and it will need to be signed by the Board.

### 13. Unfinished Business:

- A. Panorama Hills Pump Station – Update & Amendment to agreement with Panorama Hills Interceptor Venture - Mr. Trout advised that the startup of the station took place last week. There were some minor issues. A punch list was created. He stated that the Sewer Department has been to the station and they will be doing training on the new controls. He noted that they are similar to the Kendale and Windsor Borough stations. Training will also be required on the injection system and that is scheduled for March 24th. The dialer also needs to be activated. ARRO has submitted a request to PennDEP for authorization to start pumping sewage through the lines. There will be 4 connection points to convert from the old line to the new line. Mr. Trout stated that the switchover will not occur for at least two weeks. Afterward, the old pump station will need to be removed and the area restored. Work within the bog turtle limits must be completed by April 1st. Mr. Klinedinst advised that he has been to the station and did not see any major issues.

Attorney Rausch advised that he met with Mrs. Gunnet and Robert Holweck regarding the project. He stated that Mr. Holweck is requesting that the original agreement be amended to allow for payment in two applications rather than one. He noted that the Township's share will be approximately \$8,000,000 and he is requesting payment of \$7,500,000 with the balance due upon completion and dedication.

Attorney Rausch advised that he has prepared an amended agreement and it has been signed by Panorama Hills Interceptor Venture. Mr. Heffner questioned if the funds are available. Mrs. Gunnet advised that they will be by the proposed first settlement date. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board approved the amended agreement. Motion carried. Three votes yes.**

The Agreements will also need to be completed with the Dietz's for the conveyance of the property and the request for the reservation of EDUs. Mr. Holweck advised that he spoke with Mr. Dietz last week regarding this. Attorney Rausch advised that the Board can authorize the Chairman to sign the Agreements to accept the dedication of land and the reservation of EDUs once they are signed by the Dietz's. **On the motion of Jo Anna Shovlin seconded by Rodney Sechrist, the Board authorized for the Chairman to sign the Agreements with the Dietz's for the conveyance of the land and for the assurance of the reservation of sewer capacity after the Dietz's have signed the Agreements. Motion carried. Three votes yes.**

B. Proposed change to meeting schedule – It was the consensus of the Board to cancel the meeting scheduled for April 6th.

14. 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.

15. Supervisors Comments – Mr. Heffner asked the Board if they had any comments. Mrs. Shovlin welcomed Mr. Ahlers to the Zoning Hearing Board.

Neither Mr. Sechrist nor Mr. Heffner had any comments.

16. On the motion of Jo Anna Shovlin 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 7:07 p.m.

Respectfully submitted,

Jennifer L. Gunnet  
Secretary

CITIZENS PRESENT

March 16, 2015

Vera Miller

Robert Holweck

Darlene Ulrich

Mark Ahlers

Spencer Seaks

Elmer Fromm

Emma Newcomer

Ruth Newcomer

Joe Newcomer

Chad S. Arnold

Bob Ward, Edgewood MD

3029 Acorn Lane Red Lion PA

1535 Pleader Lane York PA

951 Wise Avenue Red Lion PA

50 Oak Drive Red Lion PA

Windsor Township Fire & Rescue