

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
NOVEMBER 11, 2014  
6:30 P.M.

The Lower Windsor Township Board of Supervisors regular meeting held at the Township Community Building, 2425 Craley Road, Wrightsville, PA, was called to order by Chairman Miller at 6:30 p.m. with a pledge to the flag and a moment of silence in honor of Veteran's Day. Present at the meeting were Supervisors Gerald Kellner and Donald Schock, Township Manager Maureen Hartman, Secretary/Treasurer Linda Zimmerman, Zoning Officer Sande Cunningham, Police Chief Tim Caldwell, Solicitor John Herrold and Engineer John Klinedinst. Patrons in attendance -6

PUBLIC COMMENT

None

APPROVAL OF MINUTES – October 9 and 23, 2014 - Motion by Supervisor Schock, seconded by Chairman Miller to approve the minutes as presented, motion carried 2-0 with Supervisor Kellner abstaining.

REPORTS

1. POLICE - Chief Caldwell submitted his report to the Board. Chief Caldwell provided an update on information the Board requested regarding an encrypted radio for the QRT. The Chief also stated that we have received donations in the amount of \$1,350 to help offset the cost of this program. Chief Caldwell stated that if Officer Jackson passes the tryouts for the QRT, he will use one-week of his personal vacation time to attend the schooling in 2016. The Chief also noted that the fire departments met on November 10<sup>th</sup> and had a very positive meeting with EMC, Phil Smith. Chief commended Mark Pedersen from Republic Services for their donation of emergency lights for the Humvee.
2. SOLICITOR - Solicitor Herrold submitted his report. Solicitor Herrold updated the Board on the East Prospect Borough Agreement with the Township for Winters Ridge. Solicitor Herrold requested approval by the Board to accept the agreement. Motion by Supervisor Kellner, seconded by Supervisor Schock to accept the agreement as presented. Motion carried 3-0. Solicitor Herrold discussed a TDR issue that he is assisting Sande with. He asked the Board if he could assist Township resident Dave Evans with preparing the TDR documents. This would be at Mr. Evans' own expense. The Board concurred. Solicitor Herrold requested authorization to advertise the SALDO amendment for approval at the December meeting. Motion by Supervisor Kellner, seconded by Supervisor Schock to provide authorization to advertise the SALDO amendment. Motion carried 3-0.
3. ENGINEER - Mr. Klinedinst submitted his report.
4. HIGHWAY – Road Master Miller submitted his report.
5. EMERGENCY SERVICES: Lake Clark requested permission to assist at the annual Polar Bear Plunge on February 7, 2015. Motion by Supervisor Kellner, seconded by Supervisor Schock to approve Lake Clarke assisting at the Polar Bear Plunge. Motion carried 3-0.

ZONING

None

## OLD BUSINESS

1. BUILDING UPDATE - Mr. Klinedinst provided the Supervisors with an update on the highway building construction.
  - a. Change Order #1 – was already approved at a previous meeting but needed to acquire signatures again.
  - b. GC 3 from MCA – was already discussed at previous meeting but required signatures. This change includes the drop ceiling in the restroom in the shop; metal ceiling in the wash bay; and installation of draft stops which was required by code but not picked up during the design stage or by Commonwealth Code. This will be done on a time and materials basis. The net change is \$17,400.00.
  - c. GC4 from MCA – Two garage doors in service bay required masonry fill above doors. This was missed in the design stage. The net change is \$6,221.00.
  - d. EC-1 – Electrical credit since Township staff is providing excavation. This change order also includes adding a kill switch for the boilers; fuel tank wiring; weather-tight switch outside salt storage shed; and delete receptacles and switches for attic space. The net change is \$98.00

Supervisor Kellner requested information on the location of the kill switch for the boilers and also on the location for the electrical feed for the salt storage shed switch. Supervisor Kellner asked about the change to the garage doors since it was missed during the design phase and asked either for a cost-share or reimbursement by the design team. Mr. Klinedinst will check and get back to the Board. Motion by Supervisor Kellner, seconded by Supervisor Schock to approve changes contingent upon satisfactory response to the Boards concerns, Motion carried. The Board requested the answers to their questions as soon as possible.

2. FISHING CREEK ROAD ABANDONMENT – Ron Wagner from Safe Harbor confirmed that Safe Harbor offered \$20,000.00 to Lower Windsor towards the repair of the bridge. Chairman Miller would like to go to the site to review the integrity of the pipe before the Board makes a decision about repairing it. John Klinedinst, Road Master Miller and Chairman Miller will meet at the site on Friday morning at 6:30 a.m.
3. AUTHORIZATION TO ADVERTISE BUDGET – There was a brief discussion about the following items: 1) whether or not the Board will allow a member of the police department to try out for the QRT - the Board agreed to add \$5,000 to the police budget for this; and 2) retroreflectivity sign assessment – Board needs to make a decision between C.S. Davidson or D.E. Gemmill. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize advertisement of the proposed 2015 budget. Motion carried.

## NEW BUSINESS

1. AUTHORIZATION TO ADVERTISE 2015 MEETING DATES – Motion by Supervisor Schock, seconded by Supervisor Kellner to advertise the 2015 meeting dates. Motion carried 3-0.
2. APPROVAL OF EXTENSION OF AGREEMENT REGARDING WASTE MANAGEMENT SERVICES – Motion by Supervisor Schock, seconded by Supervisor Kellner, to approve the amendment agreement. Motion carried 3-0.
3. MANAGERS REPORT – Ms. Hartman submitted her report for review. Ms. Hartman asked if the Board wanted to pay \$1,500.00 to repair one of the basketball net motors. The Board requested that she check to see if the nets can be manually moved. Ms. Hartman advised the Board that the County of York submitted a zoning hearing application for a special exception and four variances. She asked if Attorney Charlie Suhr should represent the Township for this case since

he has represented the Township in the past. The Board agreed not to request Attorney Suhr but rather check on Solicitor Herrold's availability.

4. APPROVAL OF BILLS - Motion by Supervisor Schock, seconded by Supervisor Kellner to approve the bills in the amount of \$75,306.28, motion carried 3-0.
5. OTHER PERTINENT BUSINESS – Rebecca Mellinger, who was in the audience, asked Chairman Miller if she could review the bills listing. Chairman Miller discussed the contribution to East Prospect Fire Company and asked that a portion or balance of the donation be disbursed. Supervisor Kellner noted that he does not want to put the East Prospect Fire Company in jeopardy but for a period of time he lost confidence in the leadership and organization with the turmoil going on and wanted to allow them to establish a track record and regain confidence in them. Supervisor Kellner has no problem releasing \$30,000 of the donation to them this month and revisit again at the December meeting. Motion by Supervisor Keller, seconded by Supervisor Schock to release \$30,000 immediately, motion carried.  
Ms. Hartman asked the Board how they want to distribute the donations next year and noted that all organizations are ok with quarterly payments. Supervisor Kellner wants a recommendation from staff on how to distribute the donations according to funding availability.

Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Linda Zimmerman  
Secretary