

**LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
AUGUST 13, 2015  
6:30 PM**

The Lower Windsor Township Board of Supervisors held their regular meeting at the Township Community Building, 2425 Craley Road, Wrightsville. The meeting was called to order by Chairman Barry Miller at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisors Gerald Kellner and Donald Schock; Township Manager Maureen Hartman, Secretary-Treasurer Linda Zimmerman, Zoning Officer Sande Cunningham, Solicitor John Herrold, Chief Tim Caldwell and Engineer John Klinedinst. Patrons in attendance: 4

Chairman Miller announced an executive session was held prior to the meeting regarding personnel matters.

**PUBLIC COMMENT:**

1. **HEATHER OWEN – DALLAS DRIVE:** Mrs. Owen was here to discuss the problem on Dallas Drive regarding oil on the roadway. The Roadmaster tried to remedy the problem but is still having issues with the oil. Engineer John Klinedinst recommends placing screening to blot up the oil or to scrape off the layer of stones. The Board would like staff to take another look at the problem and come up with a solution and report back to the them.

**APPROVAL OF MINUTES – JULY 9, 2015:** Motion by Supervisor Schock, seconded by Supervisor Kellner to approve the minutes as submitted, motion carried.

**REPORTS:**

1. **POLICE:** Chief Caldwell submitted his report to the Board.
2. **SOLICITOR:** Atty. Herrold submitted his report to the Board. Atty. Herrold asked the Board for authorization to sign a Stipulation, on behalf of the Board, for the settlement assessment value regarding the property owned by Noble Colt, LLC. Motion by Supervisor Kellner, seconded by Supervisor Schock to give authorization for the solicitor to execute the Stipulation on behalf of the Board, motion carried.
3. **ENGINEER:** Mr. Klinedinst submitted his report to the Board. Mr. Klinedinst noted that the warranty issue with the window at the new highway building is being taken care of. Casey Smith informed the Board that the new window was installed today. Mr. Klinedinst noted that FEMA responded to the Township for conformity to the new standards and the need to amend the floodplain ordinance. Staff will draft a copy for the Planning Commission and Board to review.
4. **HIGHWAY:** Mr. Miller submitted his report.
5. **EMERGENCY SERVICES:** Craley Fire Co., Lake Clarke Rescue, Yorkana Fire Co. and CVAC submitted reports.

**ZONING:**

1. **BURN ORDINANCE:** Ms. Cunningham informed the Board that the Planning Commission is working on amending the Burn Ordinance and will have a draft for the Board to review in September.
2. **ALLSTATE VENEER PROPERTY:** Ms. Cunningham reported back to the Board that a DEP inspector was out to investigate the property and found no salvaging occurring on the property at this time.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. **AWARD BIDS FOR MUNICIBID:** Ms. Hartman provided the names of winners of the Municibid auction held from July 10<sup>th</sup> to August 10<sup>th</sup>.
  - a. Benjamin Kyzer – 6’ Finishing Mower - \$376.00
  - b. Ken Andrews – Generator - \$1,125.00
  - c. Jim Moritz – 12’ Finishing Mower - \$2,350.00
  - d. Jim Moritz – Lawn Trailer - \$34.00
  - e. Matt Tornambe – 500 Gal. Fuel Tank - \$500.00
  - f. Matt Tornambe – 1,000 Gal Fuel Tank - \$731.00Motion by Supervisor Kellner, seconded by Supervisor Schock to award the bids as listed, motion carried.
2. **AMEND PURCHASING POLICY:** Ms. Hartman informed the Board that during the audit Maher Duessel recommended defining the types of purchases under this policy. The definition now states the type of purchases as materials, supplies, equipment, and vehicles, and excludes emergencies, utilities, contract/non-contract services and insurances. Motion by Supervisor Kellner, seconded by Supervisor Schock to approve the amended policy, motion carried.
3. **MANAGERS REPORT:**
  - a. Ms. Hartman informed the Board that Chris Myers has resigned from the Planning Commission due to moving out of the Township. Ms. Hartman recommended the Board appoint Mr. Joel Beck as the new planning commission member to serve the remainder of Chris Myers term. Motion by Supervisor Schock, seconded by Supervisor Kellner, to appoint Joel Beck to the Planning Commission, motion carried.
  - b. Ms. Hartman informed the Board that Jimmy Kurnik has completed his Eagle Scout project at the Sitler Memorial and provided photos of the finished project. Chairman Miller thanked Mr. Kurnik for the nice job. Ms. Hartman also expressed that a resident wishes to donate trees to be planted along the property line adjacent to the house.

**APPROVAL OF BILLS:** Motion by Supervisor Kellner, seconded by Supervisor Schock to approve the bills as listed in the amount of \$200,892.50, motion carried.

**OTHER PERTINENT BUSINESS:** None

Meeting adjourned at 7:53 p.m.

Respectfully submitted

Linda J. Zimmerman  
Secretary