

**LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
BUDGET WORKSHOP
OCTOBER 27, 2016
6:00 P.M.**

The Lower Windsor Township Board of Supervisors held their Budget Workshop at the Township Community Building 2425 Craley Road, Wrightsville. The meeting was called to order by Chairman Barry Miller at 6:00 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; Chief Tim Caldwell, Roadmaster Kim Miller and Building Maintenance Todd Taylor. Patrons in attendance: 4.

PUBLIC COMMENT: None

OLD BUSINESS:

1. **DISCUSSION – OPT IN OR OPT OUT FOR POLLUTANT REDUCTION PLAN:** Discussion took place whether the Township should join the regional Chesapeake Bay Pollution Reduction Plan. Ms. Hartman provided an email from Felicia Dell from York County Planning Commission explaining the plan and how it will work. The Board, even though it's not supported by all, agreed this will benefit the Township in the long run even though it's an unfunded mandate with no other option but to join and we would rather fail as a regional community than just as Lower Windsor Township. Ms. Hartman reported that other municipalities had reservations but have opted in. Motion by Supervisor Kellner, seconded by Supervisor Schock to Opt-In to the CBPRP, motion carried. Ms. Hartman also noted that Mr. Klinedinst requested she question about the waiver from the MS4 program. The Board will discuss this issue at the November meeting.

NEW BUSINESS:

1. **BUDGET DISCUSSION:** Ms. Hartman gave a short power point presentation on the 2017 budget. The Board reviewed with each department head their requests for the 2017 budget.
 - a. Highway: Mr. Miller is requesting money for a new mower and 2 plows. After the Board discussed the options they agreed with the 5 yr. lease purchase through Messick's for the mower out of the Capital Purchases/Improvement Fund and the 2 plows through E.M. Kutz out of the State Liquid Fuels Fund. Supervisor Kellner asked for Mr. Miller's thoughts on strategy of paving and putting our dollars to good use. Mr. Miller explained the biggest difference is the cost between paving and oil & chip. If you're talking about using geotextile that would reduce the stress cracks but its more expensive and even that won't eliminate the stress cracks because you have continuous traffic and heavy trucks driving on those roads.
 - b. Building Maintenance: Mr. Taylor is here to request LED lights for the gym and using Martins Water Conditioning for maintaining our water system. Mr. Taylor noted that using LED lights will reduce the costs of electricity and they will last longer (100,000 hrs) and there is no waiting for the lights to warm up. The Board agreed to budget the Yesco amount for bulbs only and asked Mr. Taylor to check prices with Capital Tri-State. Godfrey Electric will install the bulbs by bypassing the ballasts.
 - c. Fencing at Highway Building: Need to install fencing per SALDO. The Board reviewed the quotes for PVC fencing and chain link fence with privacy slats and agreed with Snyder's Custom Fencing for a PVC fence.
 - d. Mr. Taylor explained the need for Martins Water Conditioning to maintain our water system. The waster system is overly designed and most parts are obsolete. Mr. Schock asked if we could downsize the system. Mr. Taylor spoke with Martins about downsizing and said it's a viable solution but he did not get a cost. Mr. Taylor also informed the Board that we've been having issues with the generator with the contacts in the electrical box in the mechanical room. The mechanical room is very damp and constantly gets water. The Board suggested purchasing and using a dehumidifier on a regular basis.

- e. Schoolhouse roof: Received quotes for sealing and painting of the roof instead of a new roof. This also includes the pavilion roofs as well. The Board agreed with R.H.Mummert to seal and paint the schoolhouse and pavilion roofs.
- f. IT: Supervisor Kellner was ok with keeping the same number in the budget but depending if we change vendors we may see a decrease.
- g. Mower: The Board specified the type of mower as the Tiger with rotary flail to lease purchase through Messick's for a 5 yr term.
- h. Police: Chief Caldwell spoke about updating computers and the new radio system through York County. Ms. Hartman questioned the purchase of the ENRADD. Chief Caldwell was waiting on the radar bill to see if it passes and use that money for radar. Chief Caldwell reported that Eastern York School District is serious about a School Resource Officer and will be sending a letter to the Board stating their intentions to proceed with a SRO. Mr. Kellner noted that six municipalities are within the school district and the Township bears the cost of providing services and if we can get a SRO officer at the school that the district is paying through tax payer money vs. Lower Windsor Township footing the bill, he feels much better about that. Chief Caldwell is looking for a 2018 start for the SRO.

The Board reviewed these items:

1. Increase of millage: Rate will increase to 1.15 mil
2. Social Hall: Twp will keep social hall rentals and EYARC will not use for their events.
3. Social Hall Chairs: 100 new chairs for social hall at a cost of \$2,000.
4. East Prospect Fire Co and donations: Mr. Miller explained that the East Prospect Fire Co had several officials resign and has the Borough council concerned. The Board wants to hold donations and foreign fire money until we know what is happening with the fire company.
5. Ambulance issues: Discussed issues for ambulance coverage.
6. SEO fees: SEO will charge directly to residents so the Township does not burden the costs. However, per DEP the Township will bear the cost for complaint investigations.
7. Highway uniform allowance: Allowance will reduce to \$220.00 per employee.
8. Donations: Remove the Craley Playground, Craley Baseball, East Prospect Playground and Lower Windsor Historical Society amounting to \$1,350.
9. Screening for Sitler Memorial Park: Ms. Hartman has received complaints about the garbage/junk along the adjoining the property. The Board is ok with placing Leland cypress or comparable bushes/trees along the east side of the park property.
10. Hot mix instead of 3-4 inches of base: Ok with recommendation of Roadmaster and Engineer for road issues.
11. New highway building sign: Board not in favor of highway building sign.
12. Pest control at highway building: Ok with cost of \$42 per mos. with B. J. Riley Pest Control who currently does the Township building.
13. Meeting: Meet with highway staff to talk about minimizing electrical costs at highway building by turning lights off, set thermostat accordingly for winter and summer months.
14. Propane costs: Ms. Hartman received quotes for propane from Best Price (\$1.15) and Amerigas (\$1.17). Board suggested to contract with a fixed price with Best Price and then calling around for best pricing when we need to refill tank. Ms. Hartman will contact Best Price to see if we need to purchase a certain quantity within the contract.

The Board directed staff to finalize changes and the Board will review and discuss the final budget at November 3rd meeting.

A resident questioned if we would implement the fire tax. The Board is not in favor of the fire tax, but if a \$52 per household tax was implemented it would bring in \$188,000. Another resident questioned if the landfill tipping fees are used for recreation purposes only. The Board explained that tipping fee money is dedicated for environmental issues but the Board can by resolution use the funds for other issues.

Ms. Hartman questioned the Board if they would prefer to move their Board meetings to 6:00 pm for next year. The Board was not in favor and asked for it to remain at 6:30 pm. Ms. Hartman also asked if the Board was ok with moving the budget workshop meeting one week earlier next year. The Board agreed.

2. **PEER TO PEER:** Ms. Hartman met with Sue Landis the consultant with the Peer to Peer Study and she recommended that we formally begin the process to withdraw from the EYARC so that regionalization can begin and according to the agreement we have to give EYARC 18 months to withdraw. Motion by Supervisor Schock, seconded by Supervisor Kellner to authorize the Chairman to sign the letter to withdraw from EYARC, motion carried.
3. **OTHER PERTINENT BUSINESS:** Ms. Hartman provided a letter from Calder Door regarding the revised invoice for repair and labor of the highway building garage doors. The Board appreciated the willingness of Calder Door to reduce their labor charge by half. Motion by Supervisor Kellner, seconded by Supervisor Schock to approve payment of the revised invoice, motion carried. Ms. Hartman also provided a letter from York Water Company regarding the placement of hydrants along Canadochly Road, Adams Road and along Almoney Road due to the water line extension to the Eastern York High School. Ms. Hartman explained we have the option to choose, if any, how many hydrants we want placed along the water line. The cost for the 11 hydrants will be \$4,060 a year or \$369 per hydrant. The other options are to create a hydrant district, where the residents pay a tax for the hydrants which would also provide relief for their homeowner insurance or we ask the school district to pay. The Board asked that we make the York Water Co aware that we want the roads replaced to its original state by using geotextile. Motion by Supervisor Schock, seconded by Supervisor Kellner to not place any hydrants for the water extension to the school, motion carried.

Meeting adjourned at 8:20 pm

Respectfully submitted

Linda J. Zimmerman
Secretary