

**LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
FEBRUARY 9, 2017  
6:30 P.M.**

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 Vice Chairman Gerald Kellner at 6:30 p.m. with a pledge to the flag. Also present at the meeting was Supervisor Donald Schock; Township Manager Maureen Hartman; Zoning Officer Sande Cunningham; Solicitor John Herrold; and Engineer John Klinedinst. Chairman Miller, Secretary/Treasurer Zimmerman and Chief Caldwell were not in attendance. Patrons in attendance: 36.

Vice Chair Kellner announced that an executive session was held prior to the meeting to discuss contract negotiations.

**COMMENDATIONS** – Commendations were presented by Corporal L. James Thomas to Officer Christopher Kortright, Officer Kevin Leach and Officer Andrew Neff. Officers Kortright and Leach were presented with Life Saving Commendations from the Township and Officer Neff was presented with a Certificate of Appreciation from the Canadochly Valley Ambulance Club. Vice-Chair Kellner thanked the Officers for their service to the community.

**PUBLIC COMMENT**

**Mark Perkins:** Mr. Perkins wanted to know where East Prospect Fire Co's donation check was. Vice Chair Kellner advised that it was signed tonight and will be mailed to them.

**2016-2017 MS4 PUBLIC MEETING PRESENTATION – C. S. Davidson, Inc** - Mr. Klinedinst gave a presentation on stormwater management and the MS4 program. Mr. Klinedinst noted that the MS4 program is a federal requirement. The township staff is doing a great job at completing all the requirements on a yearly basis for the annual report which is submitted in June. Mr. Klinedinst also noted that audits are being conducted in all of the municipalities by the DEP. He also commented that C.S. Davidson submitted a waiver to the DEP for Lower Windsor and he feels confident that it will be approved.

**MINUTES**

Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve the January 3<sup>rd</sup> reorganization and regular meeting minutes as well as the amendment to the November 3, 2016 minutes. Motion carried. The amendment to the November minutes should have included "Supervisor Schock motions to authorize advertising the 2017 budget, seconded by Supervisor Kellner. Motion carried."

**REPORTS**

1. **POLICE** - Chief Caldwell submitted the 2016 December, 2016 end of year and 2017 January reports for review.
2. **MANAGER** - Ms. Hartman submitted her report for review. 1) Vice Chair Kellner stated that the Board is not going to add a referendum to the ballot regarding the sale of alcohol in the community, but encouraged the owner making this request to do so. 2) The Board approved the usage of the APWA to hold their convention at the Township building in September. 3) Motion by Supervisor Schock, seconded by Vice Chair Kellner, to authorize the township manager to advertise the line painting bids. Motion carried. 4) Vice Chair Kellner also noted that the Township is receiving a \$69,497 surplus check because the non-uniformed staff is paying for healthcare deductibles now.
3. **SOLICITOR** - Solicitor Herrold submitted his report for review.
4. **ENGINEER** - Mr. Klinedinst submitted his report for review. Mr. Klinedinst discussed the 2017 Road Maintenance Program with the Board. He stated that the listing needs to be prioritized so the Board suggested that Mr. Klinedinst and Ms. Hartman meet with the Road Master and Chairman Miller to get a priority list to present at the March meeting.

5. **HIGHWAY** - Mr. Miller submitted his report. Ms. Hartman discussed a resident complaint regarding the corner of Trinity North and Cool Creek Roads. The Board suggested discussing during the road maintenance meeting with the Road Master and Chair but recognized that this was something that PennDOT did to the road when the Cool Creek Road construction occurred.
6. **EMERGENCY SERVICES** – Lake Clark Rescue, White Rose Ambulance, CVAC, and Craley and Yorkana Fire Companies submitted reports. East Prospect Fire Co did not submit a report.

## ZONING

1. **RESOLUTION 2017-05, CALVARY CHURCH PLANNING MODULE** - Motion by Vice Chair Kellner, seconded by Supervisor Schock to approve Resolution 2017-05, motion carried.
2. **AUTHORIZE TO ADVERTISE AMENDMENT TO STORMWATER ORDINANCE** - Motion by Supervisor Schock, seconded by Vice Chair Kellner to advertise the amendment to the stormwater ordinance, motion carried.

## OLD BUSINESS

1. **REGIONAL RECREATION AUTHORITY DISCUSSION** – Ms. Hartman discussed the items which require an answer for the regional rec committee. 1) Does the Board concur with the incremental increase for per capita – the Board does not concur with it and if this is the decision by the committee, there will be charges for use of the facility and fields to outweigh losses. 2) Lower Windsor needs to have a citizen representative on the rec board. Two individuals, Molly Miller and Krystal Zimmerman have volunteered their services. The Board feels that this should be advertised on the Township's website and Facebook page and that there should be interviews. 3) Ms. Hartman stated that Solicitor Herrold reviewed the Articles of Incorporation and Ordinance and that he had no questions or concerns regarding them.

## NEW BUSINESS

1. **YORK WATER CO, CANADOCHLY ROAD PROJECT** – Ms. Hartman and the Road Master has questions for the Board regarding this project. 1) We received a call from JMT requesting easement agreements for legal Rights of Way. Solicitor Herrold and Engineer Klinedinst stated that there are none and that information is on the plans. 2) Will an agreement be prepared as discussed? The Board directed Engineer Klinedinst to prepare an agreement to insure that the road is restored to its original condition. There will also be a clause in the agreement that the road will be inspected by C.S. Davidson at the Water Company's expense. Solicitor Herrold also recommended securing a bond.
2. **GENERATOR DISCUSSION** – Building Supervisor Todd Taylor discussed the issues that we are having with the building generator. Cost would be \$9,426. Motion by Vice Chair Kellner, seconded by Supervisor Schock to approve the purchase, motion carried.
3. **AG SECURITY ADDITION** – Discussion about a submission to the ag security area by George Kinard. Motion by Supervisor Schock, seconded by Vice Chair Kellner to take no action for 180 days and the addition will be automatically approved, motion carried.
4. **RESOLUTION 2017-06** – Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve Resolution 2017-06 to exonerate the Tax Collector, motion carried.
5. **TAX EXONERATIONS** - Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve the tax exonerations, motion carried.
6. **RESOLUTION 2017-07** - Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve Resolution 2017-07, for the disposition of police records, motion carried.
7. **COMPUTER PURCHASE APPROVAL** – Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve the purchase new computers from the capital purchases fund of the 2017 budget, motion carried. Motion by Vice Chair Kellner, seconded by Supervisor Schock, to approve the purchase of fencing for the highway building and new LED lights for the gym, motion carried.
8. **SAFETY COMMITTEE DISCUSSION** – Chief Caldwell was going to ask the Board if the Township could request that the Senior Center close when Township offices are closed, mostly for safety concerns of the members. The Board concurred but would like dialog with the Senior Center Director. Vice Chair Kellner asked Ms. Hartman to contact her to discuss.
9. **TICKETS FOR SNOW EMERGENCY ROUTES** - There was a brief discussion about this issue but since the Chief wasn't at the meeting, the Board recommended he call Solicitor Herrold to discuss.

10. **APPROVAL OF BILLS** - Motion by Supervisor Schock, seconded by Vice Chair Kellner to approve the bills as listed in the amount of \$94,314.26, motion carried.
11. **OTHER PERTINENT BUSINESS** – Ms. Hartman thanked Todd Taylor, Jeff Diehl and Casey Smith for painting the lower level, police department, township offices, and main lobby of the Township building.

Meeting adjourned at 7:35 pm.

Respectfully submitted,

Maureen Hartman  
Assistant Secretary