

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
NOVEMBER 2, 2017  
6:30 PM

The Lower Windsor Township Board of Supervisors held their regular meeting at the Township Community Building at 2425 Craley Road, Wrightsville, PA 17368. The meeting was called to order by Chairman Barry Miller at 6:30 pm with a pledge to the flag. Also present were Supervisor Donald Schock, Supervisor Gerald Kellner, Township Manager Sande Cunningham, Secretary-Treasurer Linda Zimmerman, Solicitor John Herrold, Engineer John Klinedinst, Zoning Officer Monica Love and Chief Timothy Caldwell. Patrons in attendance: 7

Chairman Miller announced an executive session was held on October 19<sup>th</sup> and before the meeting tonight for personnel matters.

**PUBLIC COMMENT:**

1. Mrs. Brown – Water Street: Mrs. Brown informed the Board that there is a tree limb down on another tree just above the telephone wire on Klines Run Road and asked for a solution. Ms. Cunningham will contact the phone company to see if they could help remedy the problem.

APPROVAL OF MINUTES - October 12 & October 19: Motion by Supervisor Schock, seconded by Supervisor Kellner, to approve the October 19, minutes and abstained from approving the October 12 minutes due to being absent. Chairman Miller seconded the approval of the October 12 minutes, motion carried.

**REPORTS:**

1. POLICE: Chief Caldwell submitted his report.
  - a. Policy for Med Return Box: Chief Caldwell confirmed that Solicitor Herrold reviewed the policy for the Med Return Box program.
  - b. CAD Web Viewer User Agreement: Chief Caldwell submitted an agreement from York County Department of Emergency Services which states that the CAD system in the police vehicles will be used for police purposes only. Supervisor Kellner asked if there are internal policies on the use of the car computers. Chief expressed we do have a policy in the SOP. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize the Chairman to enter into agreement for the CAD Web View User Agreement, motion carried.
  - c. ENRADD: Chief Caldwell informed the Board that ENRADD (speed enforcement equipment) has been purchased with donation money and training has been completed.
  - d. Chief Caldwell reported that he has made contact with Canadochly Elementary in regards to the traffic complaints and noted that a letter or email was sent out to faculty, staff and parents who use the roadways.
2. MANAGER: Ms. Cunningham submitted her report.
  - a. November 30, 2017 meeting: Ms. Cunningham asked if we should cancel the meeting. The Board agreed by consensus if the 2018 Budget is approved for advertisement we won't need to hold the meeting on the 30th.
  - b. Update on the Gym Smoke Detectors: Mr. Taylor received information on the relocation of the smoke detectors in the gym and provided an email to the Board. There

is no way to relocate them and the placement of the beam detectors would bypass the need to constantly service the alarms. They noted that volleyballs and other items would not cause the alarm to go off. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize the installation of the new smoke alarm detection system, motion carried.

- c. KMIT Dividend: The Township received a dividend of \$3,157.06 for the years 2002, 2003 and 2014.
  - d. Ms. Cunningham asked if the Board would have any issue with the Zoning Hearing Board moving their meeting time to 6:30 pm and the Planning Commission would like to move their meetings back to the 4<sup>th</sup> Thursday of each month. The Board is ok with what works for them.
3. SOLICITOR: Mr. Herrold submitted his report.
  4. ENGINEER: Mr. Klinedinst submitted his report.
    - a. Mr. Klinedinst inquired about the York Water Company agreement and where we stand. The Board asserted they asked the York Water Company to provide an amendment to the agreement for our solicitor to review.
    - b. Mr. Klinedinst reported he checked into the aluminized pipe (for the projects on Taylor and Gun Club Roads) and it has a life span of 75 to 100 years. This will be a 2018 project.
  5. HIGHWAY: Mr. Miller submitted his report.
  6. EMERGENCY SERVICES: East Prospect Fire Co and Craley Fire Co. submitted reports.

#### ZONING:

1. Ms. Love provided a document that needs to be signed for the 2020 Census which will provide authorization for York County Planning Commission to provide address information for the census. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize the Chairman to sign the paperwork, motion carried.

#### OLD BUSINESS:

1. AUTHORIZE TO ADVERTISE 2018 BUDGET: Motion by Supervisor Schock, seconded by Supervisor Kellner to authorize the ad for the 2018 budget, motion carried.
2. EYARC: Motion by Supervisor Kellner, seconded by Supervisor Schock to have staff draft a letter to EYARC noting that effective December 31, 2017 they will not be able to have free use and management of the township facilities, motion carried. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize staff to draft letters notifying our representatives Mary Caldwell and Krystal Zimmerman that they are no longer representatives of Lower Windsor Township on the commission, motion carried. Motion by Supervisor Kellner, seconded by Supervisor Schock to authorize staff to draft a letter to the school district officials requesting their current position and any concerns they have with the formation of the authority, motion carried.

#### NEW BUSINESS:

1. AUTHORIZE TO ADVERTISE 2018 MEETING DATES: Motion by Supervisor Kellner, seconded by Supervisor Schock to approve the advertisement of the 2018 meeting dates, motion carried.
2. APPROVAL OF BILLS: Motion by Supervisor Schock, seconded by Supervisor Kellner to approve the bills as listed in the amount of \$88,666.55, motion carried.

3. OTHER PERTINENT BUSINESS: Mrs. Zimmerman notified the Board that the 2<sup>nd</sup> installments of the 2017 donations are due to be distributed in November. The Board questioned Mr. Thibodaux from East Prospect Fire Company if he feels they're viable. Mr. Thibodaux says they are working hard to provide services to the community. Motion from Supervisor Kellner, seconded by Supervisor Schock authorizing one installment to East Prospect Fire Co, and final installments to Craley Fire Co. and Yorkana Fire Co., motion carried.

Meeting adjourned at 6:55 pm

Respectfully submitted,

Linda J. Zimmerman  
Secretary