

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
APRIL 9, 2020
REGULAR MEETING
6:30 PM

This meeting was conducted electronically pursuant to Governor Wolf's State of Emergency declaration.

The Lower Windsor Township Board of Supervisors held its regular meeting electronically. Chairman Miller called the meeting to order at 6:30 pm. Also present were Supervisors Donald Schock and George Yakubowski; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Zoning Officer Monica Love; Solicitor John Herrold; Engineer John Klinedinst and Chief Dave Arnold. Patrons: 16 (electronically)

PUBLIC HEARING: Chairman Miller opened the public hearing for the adoption of the Cable Franchise Agreement Ordinance.

1. ANTHONY SKIPTUNAS: Questioned if this would also increase cable service throughout the township. Chairman Miller replied this does not necessarily mean they will extend cable service throughout the Township.

After no further comments a motion was made by Supervisor Schock, seconded by Supervisor Yakubowski to close the hearing, motion carried.

PUBLIC COMMENT: None

APPROVAL OF MINUTES – March 12, 2020 and March 31, 2020: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to approve the March 12th and March 31st minutes, motion carried.

REPORTS:

1. **MANAGER:** Ms. Cunningham submitted her report.
 - a. Ms. Cunningham reported that spring clean-up has been postponed and will be rescheduled.
 - b. Ms. Cunningham asked the Board if they still want to have the April 30th meeting. The Board agreed to cancel the meeting.
2. **POLICE:** Chief Arnold submitted his report.
 - a. Chief Arnold reported Coffee with a Cop is cancelled and National Night Out will be rescheduled to the first Tuesday in October.
 - b. Chief Arnold reported he is good with COVID-19 supplies such as masks and hand sanitizer. And thanked all for the donated supplies.
 - c. Chief Arnold informed the Board that the body camera draft policy is online and is open for comments from residents.
3. **ENGINEER:** Mr. Klinedinst submitted his report.
 - a. Mr. Klinedinst postponed his MS4 presentation to the May meeting.
 - b. Mr. Klinedinst reported bids were opened for the box culvert for Gun Club Road and low bidder was JVI at a bid of \$121,900.
 - c. Mr. Klinedinst reported bids were opened for road materials. Bids will be awarded under new business.
4. **EMERGENCY SERVICES:** EMC submitted his report.

5. ZONING: Chairman Miller inquired about the Zoning Hearing Board meeting for the school district. Ms. Love informed the Board that it is postponed till the May Zoning Hearing Board meeting, but the school district has not confirmed to date.

OLD BUSINESS:

1. AMBULANCE DISCUSSION: Chairman Miller announced that the township was looking at obtaining contracted ambulance services for the Township. We did receive a bid from SVEMS to provide service 24/7 and noted there may be an option for CVAC to obtain additional coverage from Life Team. Chairman Miller expressed he would like to move now and do a contract with SVEMS at a cost of \$13,300 for the first year with an initial fee of \$22,000. Supervisor Schock would like to go with Life Team for 120 days then see where we are at that time. Supervisor Yakubowski would like to go with SVEMS but have Life Team fill in for the 120 days till SVEMS contract starts. Discussion took place on the immediate need for 24/7 ambulance service. Mr. Mark Knaub from Life Team said that he could work out an agreement to give CVAC full coverage at this time starting on Saturday. They will continue to negotiate an agreement or a merger with CVAC. The Board would like to see something within 60 days from Life Team and CVAC. Mr. Knaub will give a weekly update on discussions with CVAC.

Public Comment:

- a. Jessie Frantz from Craley Fire Co. asked if they would run transports. Mr. Knaub said they will only be covering 911 calls.
- b. Mrs. Bonnie Lauer expressed she would help with fundraisers for CVAC.
- c. Mrs. Kelly Skiptunas questioned if membership to CVAC will be carried over to the new ambulance service. Mr. Barry Albertson from Life Team confirmed they will honor CVAC memberships.

NEW BUSINESS:

1. ADOPT ORDINANCE 2020-01 – CABLE FRANCHISE AGREEMENT: Motion by Supervisor Yakubowski, seconded by Supervisor Schock to adopt Ordinance 2020-01 Cable Franchise Agreement, motion carried.
2. AWARD ROAD BIDS:
 - a. Box Culvert – Gun Club Road: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to award the box culvert bid to JVI at a cost of \$121,900, motion carried.
 - b. Oil Bid: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to award the oil bid to Martin Paving at \$2.84 per gallon, motion carried.
 - c. Aggregate Bid:
 1. #8 washed stones – 300 tons - \$2,925.00 (FOB) and \$4,725 (Job Site) AS3 Anti-skid – 2000 tons - \$19,500 (FOB plant) - \$31,500 (FOB Job Site). Motion by Supervisor Yakubowski, seconded by Supervisor Schock, to award the #8 stone, AS3 anti-skid to Kinsley Materials, motion carried.
 2. #57 stone, #2 stone, 24” rock, AASHTO#1 and 12” rock – Total bid \$19,475 (FOB plant) and \$32,475 (FOB job site): Motion by Supervisor Schock, seconded by Supervisor Yakubowski to award the #57 stone, #2 stone, 24” rock, AASHTO #1 and 12” rock to County Line Quarry, motion carried.
 3. Bituminous Material – 9.5mm – 19mm: The Board approved Costars supplier Highway Materials.

3. PMRS UPDATE/ORDINANCE 2020-02 – APPROVAL OF DEFINED BENEFIT PLAN AGREEMENT: Mrs. Zimmerman informed the Board that the 6-year review of the police pension plan was initiated by PMRS. The review is to maintain compliance with IRS regulations and PA Municipal Retirement Law. Mrs. Zimmerman provided the Board with a copy of the amended pension plan agreement for review. Mrs. Zimmerman noted during the review “fulltime” was defined and the collective bargaining unit was identified. Motion by Supervisor Schock, seconded by Supervisor Yakubowski to approve the new amended PMRS Defined Benefit Plan Adoption Agreement for the police pension plan, motion carried. In accordance with the amended agreement a motion was made by Supervisor Yakubowski, seconded by Supervisor Schock to adopt Ordinance 2020-02 to amend the police pension plan, motion carried.
4. PLGIT AUTHORIZATION UPDATES: Mrs. Zimmerman informed the Board that PLGIT is updating their records of authorized signors and verifiers. Motion by Supervisor Yakubowski, seconded by Supervisor Schock, to authorize the signors and verifiers as presented, motion carried.
5. DISASTER DECLARATION EXTENSION: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to extend the Disaster Declaration until May 9, 2020, motion carried.
6. APPROVAL OF BILLS: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to approve the bills as presented in the amount of \$66,340.58, motion carried.
7. PERTINENT BUSINESS: none

PUBLIC COMMENT:

Dr. Skiptunas asked if future documents (for adoption or approval) would be posted on our website? Ms. Cunningham noted that all documents up for adoption or approval are available for review at the office and asked them to please contact the office to schedule a time to review those documents.

Mrs. Zimmerman noted we need to award the line painting bid.

AWARD LINE PAINTING BID: Motion by Supervisor Schock, seconded by Supervisor Yakubowski to award the line painting bid to D E Gemmill at a cost of .112 per lineal foot, motion carried.

Meeting adjourned at 7:13 pm.

Respectfully submitted

Linda J. Zimmerman
Secretary