

**WINDSOR TOWNSHIP BOARD OF SUPERVISORS
BERKS COUNTY, PENNSYLVANIA**

February 12, 2020

CONVENE MONTHLY MEETING:

Chairman David Mazaika convened the regular monthly meeting of the Board of Supervisors of Windsor Township at 7:00 p.m. Members of the Board present were David Mazaika, Scott Naugle and Craig Long. Also present were solicitor Russell Farbiarz, Tom Unger from Systems Design Engineering and John Yoder from LTL Consultants. These individuals signed the sign-in sheet: George Homola, Wendy Fulton, Tina Sherrill, Justin Link, David King and Robb Beers.

MINUTES:

On a motion by Scott Naugle, seconded by David Mazaika passed with unanimous vote, the minutes of the January 6th, 2020 organizational board meeting were approved.

PUBLIC COMMENT PERIOD:

George Homolo and Justin Link questioned the Board because of loose stones on both Pond View Dr. & East Court. They were told that it is planned for the road crew to again sweep the roads after the winter plowing season.

David King questioned the solicitor concerning the ongoing legal actions with the owner of The Towns at Kaercher Creek. He was informed that the process in ongoing and more information would be available at an appropriate time.

REPORTS:

FINANCIAL STATUS:

SEO ACTIVITY REPORT: Activity report received (part of township file)

ZONING OFFICER: Activity report received (part of township file)

ROADMASTER: Ben Sonon reported on last month's activities

SOLICITOR: All action in new business and executive session

OLD BUSINESS

On a motion by Scott Naugle, seconded by David Mazaika passed with unanimous vote, conditional approval was given for the Hamburg Commerce Park- Lots 1&2 Revised Final Plan of Record. Before the Plans are released to the applicant the Board must receive these two Agreements:

1. Second Amendment to Land Development Improvements, Installation, Maintenance & Security Agreement
2. First Amendment to Stormwater Controls and Best Management Practices & Operations and Maintenance Agreement

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NEW BUSINESS

On a motion by Scott Naugle, seconded by David Mazaika passed with unanimous vote, Angela M. Zettlemoyer of 76 W. Penn St., Lenhartsville, 19534 was approved as a part time employee for the Township.

The Auditors at their organizational meeting approved the recommended treasurer's bond at \$750,000. Also, the monthly salary of \$2,800 for the sec.-treas. and if any supervisor works as an employee, they would receive the same rate as established for the other part time employees were approved.

The following actions enable the transfer of funds from the general fund into the Project Account for payment(these four transfers involve construction of the new township building):

1. On a motion by Scott Naugle, seconded by David Mazaika passed with unanimous vote payment application No. 8 for \$52,334.55 for Contract A-Heim Construction Co., Inc. was approved.
2. On a motion by David Mazaika, seconded by Scott Naugle passed with unanimous vote payment application No. 2 for \$24,007.50 for Contract B-Spotts Brothers, Inc. was approved. Note that this check is to be held until there is a satisfactory determination concerning the return of thermostats not presently being utilized in the building.
3. On a motion by Scott Naugle, seconded by David Mazaika passed with unanimous vote payment application No. 3 for \$10,711.00 for Contract C-RM Schaeffer LLC was approved.
4. On a motion by David Mazaika, seconded by Scott Naugle passed with unanimous vote payment application No. 6 for \$31,946.32 for Contract D-H. B. Frazer Co. was approved.

On a motion by Craig Long, seconded by David Mazaika with unanimous vote, Resolution No. 6 was resolved and adopted. This Resolution expresses opposition to Pennsylvania House Bill 349 of 2019 requiring municipalities enforcing the Uniform Construction Code through utilization of third party agencies to retain two third party agencies to act on behalf of the municipality.

REVENUES: 1/1 thru 2/12

General Fund: M&T Bank + PLGIT \$705.43 interest; Berks E.I.T. Bureau \$32,194.22 monthly distribution; County of Berks \$2,861.11 real estate transfer taxes & \$31.35 delinquent real estate taxes; Beckie Reinhart \$443.25 real estate taxes current yr., \$44.34 penalty on real estate taxes; District Court \$395.30 fines; M&T Bank \$.21 return of service fee; Robert Hartranft \$140.00 & Septic Solutions \$1,206.00 both SEO fees; Blue Heron Village \$2,650.00 subdivision fee; Brad Losito \$119.50 & Alarm Tec Systems(Frederick) \$479.50 both code enforcement fees; Brad Losito \$100.00, Kevin Smith \$50.00 & KCE Keystone Engineering \$316.79 all zoning fees.

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State Liquid Fuels Fund: PLGIT \$347.79 interest

EXPENDITURES:

On a motion by David Mazaika, seconded by Scott Naugle passed with unanimous vote, authorization was given to pay bills amounting to \$37,060.84 from the general fund, \$1,679.57 from the state liquid fuels fund and \$118,999.37 from the project fund.

EXECUTIVE SESSION:

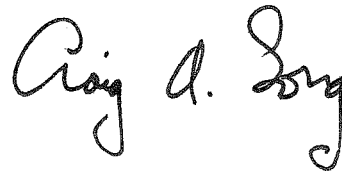
On a motion by David Mazaika, seconded by Scott Naugle passed with unanimous vote, the Board went to executive session at 8:25 P.M. to discuss a possible personnel issue.

On a motion by David Mazaika, seconded by Scott Naugle passed with unanimous vote, the executive session was adjourned at 8:45 P.M.

ADJOURNMENT:

With no further business, on a motion by Scott Naugle, seconded by Craig Long, the meeting was adjourned at 8:45 P.M.

SECRETARY

A handwritten signature in black ink that reads "Craig A. Long". The signature is written in a cursive style with a large, looped initial "C" and a long, sweeping tail on the "g".