

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 8, 2022
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. The meeting was called to order by Chairman Donald Schock at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisor Phil Rohrbaugh; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Engineer John Klinedinst; Zoning Officer Monica Love; and Chief Thomas. Vice-Chairman George Yakubowski was absent. Patrons in attendance: 15

Chairman Schock announced an executive session was held before the meeting for personnel matters.

PUBLIC COMMENT: None

APPROVAL OF MINUTES – NOVEMBER 10, 2022: Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the November minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report for review.
 - a. Held Shop with a Cop which supported 17 youths with a shopping trip to Target. Chief thanked all the residents and businesses who donated to the program.
 - b. The churches in Lower Windsor donated money for the purchase of a ballistic shield for the police department.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Noted the LifeTeam membership mailings will be coming out soon to residents.
 - b. Asked the Board if they wish to hold or cancel the December 29th meeting. The Board agreed to cancel the December 29th meeting.
 - c. Noted the reorganization meeting is scheduled for January 3, 2023 at 6:30 pm.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Informed the Board he is preparing an ordinance to update the park rules and asked for authorization to advertise and adopt at the reorganization meeting. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to authorize the ad, motion carried.
4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. Recommended payment of \$38,322.00 for the completion of the salt storage shed.
 - b. Seeking approval of the change order for additional work at a cost of \$6,414.72. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to amend the agenda to act on these two items, motion carried. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the payment and change order as presented, motion carried.
 - c. Authorization of the permit for the flashing light at Craley Fire Co. will be on the next meeting agenda for approval.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.

7. EMERGENCY SERVICES: Reports were received from Craley Fire Co., East Prospect Fire Co., Yorkana Fire Co. (October report), CVAC/LifeTeam. The Board noted that from the reports it looks like Yorkana's calls are being cancelled or they are arriving late to the scene. Fire Chief Jesse Frantz noted that their response time is delayed and up to 50% of calls are cancelled.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Mr. Rohrbaugh noted that a replacement has been found for Molly who is resigning.

ZONING

1. YORK COUNTY HARLEY DAVIDSON OWNERS ASSOCIATION – REQUEST TO HAVE ALCOHOL AT AN EVENT: The event will be held on February 4, 2023. Supervisor Rohrbaugh said he would authorize a one-time special occasion permit for this event, but parameters must be met. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the special occasion permit for this single event being held on February 4, 2023, motion carried.
2. UPDATE FEMA FLOOD PLAIN REGULATIONS: Ms. Love informed the Board this is an ongoing matter since 2014 when FEMA had a community assistance visit. This matter affects properties within or along a floodplain. Ms. Love sent out 457 surveys and letters and only 75 replied to the survey. Ms. Love will be mailing out notice of violations, which may upset these property owners. The deadline to comply is December 31, 2023. The Board would like to see additional communication on this matter on our website and included in our Township newsletter.
3. RIVER RIDGE PH III: Ms. Love informed the Board that the plan will be on the agenda in January for approval but no decision for the crossover has been made. Ms. Love requested permission for her, Ms. Cunningham, and Chief Thomas to approach the School Board. The Board agreed this matter is very important for the safety of the children and agreed to have staff approach the school board.

OLD BUSINESS:

1. RESOLUTION 2022-15 – ADOPTION OF 2023 BUDGET: Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to adopt the 2023 budget, motion carried.
2. ANIMAL CONTROL SERVICES CONTRACT – TABLED FROM NOVEMBER: After a short discussion on the process of RTO fees a motion was made by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the contract, motion carried.
3. DONATIONS – TABLED FROM NOVEMBER: Mr. Rohrbaugh noted we still have a performance issue with Yorkana Fire Co. He recommends approving the release of the donations to Craley Fire Co. and East Prospect Fire Co. and hold the Yorkana Fire Co donation till next month. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the donation distribution to Craley Fire Co. and East Prospect Fire Co., motion carried. Yorkana Fire Co. distribution will be held till next month.
4. RESOLUTION 2022-16 – ENACTMENT OF TAXES FOR 2023: Motion by Supervisor Rohrbaugh, seconded by Chairman Schock, to approve the enactment of the 2023 taxes, motion carried.
5. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the bills list as presented in the amount of \$279,420.66, motion carried.

Meeting adjourned at 7:04 pm

Respectfully submitted

Linda J. Zimmerman
Secretary