

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 13, 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 Supervisors George Yakubowski and Phil Rohrbaugh; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Engineer John Klinedinst; Zoning Officer Monica Love; and Chief Thomas. Patrons in attendance: 11

Chairman Schock announced that there were executive sessions held on September 19 and October 13 for personnel matters.

PUBLIC COMMENT:

1. LEE DIETZ: Mr. Dietz brought up a police matter involving the delivery of a package to an unsuspecting neighbor, which turned out to hold 12 lbs. of marijuana. This complaint was turned over to the police department and we have not heard anything from the department warning residents of this type of scam. Chief Thomas understood his concern, but noted it was investigated and was referred to the Postal Service and Drug Task Force for further investigating but they could not continue because of not having the origin of the delivery.
2. JOANN DIETZ: Mrs. Dietz questioned what the Board is doing regarding the Kreutz Creek water contamination issue and suggested the Board should be more proactive. The Board expressed they passed this onto DEP and EPA and have mailed out post cards to the residents notifying them of this issue. The Board also suggested contacting the local state representative with her concern.

APPROVAL OF MINUTES – SEPTEMBER 8, 2022: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the minutes as submitted, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
 - a. Chief Thomas recommended the hiring of Brandon Ritchie as a patrolman with a start date of October 24, 2022. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the hiring of Brandon Ritchie, motion carried.
 - b. Requesting the purchase of a new desk/chair for the new hire at a cost of \$1,200 – \$1,300. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the purchase, motion carried.
 - c. Commended Ofc. Lake and Ofc. Lawrence with doing a good job with drug related arrests. Also commended Ofc. Lake for how he conducted himself during a fatal accident investigation and notification to the family.
 - d. Asked the Board to ratify the purchase of the Ford SUV and approve the purchase of the Ford F-150 Pick-up truck. ARPA money will be used for these purchases. Motion by Supervisor Yakubowski, seconded by supervisor Rohrbaugh to ratify the purchase of the Ford SUV, motion carried. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the purchase of the Ford F-150, motion carried.

2. MANAGER REPORT:
 - a. Planning Commission requested 2 additional meetings and changing the date of the November meeting. These new meeting dates have been advertised.
 - b. Hired a new Administrative Assistant in September and she is working out very well.
 - c. DEP approved another 5-year waiver for the MS4 program.
 - d. Chesapeake Bay Pollution Reduction Plan agreement with DEP has been extended, so no fee will be charged for 2023.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Will review the Rec Authority agreements.
4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. Mr. Klinedinst repeated that we received a waiver from DEP for the MS4 program until February of 2028.
 - b. Salt Storage Shed Change Order: Mr. Klinedinst informed the board that the truss engineer is strongly recommending the galvanized metal fasteners for the trusses due to the salt atmosphere within the storage area. This extra charge will be \$4,500. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the change order, motion carried.
5. HIGHWAY: Mr. Miller submitted his report.
 - a. Ms. Cunningham informed the Board that we do not have final costs yet for the backhoe. Mr. Miller will be meeting with a representative next week for a price on the trade-in value of the current backhoe. This item will be discussed at budget meeting.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
 - a. Received Kubota motor today. Highway staff will perform the work.
7. EMERGENCY SERVICES: Received reports from East Prospect Fire Co., Craley Fire Co., Yorkana Fire Co., and Lifeteam/CVAC.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Supervisor Rohrbaugh noted that there was discussion to increase registration fees.

ZONING:

1. YORK COUNTY HARLEY DAVIDSON OWNERS ASSOCIATION – REQUEST TO HAVE ALCOHOL AT AN EVENT: Mr. Robert Townsend requested to obtain a special occasion permit to hold a dinner for the members which will enable him to provide alcohol during the event. Discussion continued on the parameters and criteria for the event and permitting. Atty. Herrold would like to research into this since the PALCB is the agency requiring them to come to the Board for the permit. The Board took no action.
2. WELL ISOLATION WAIVER – 2084 LONG LEVEL ROAD: The property owner is requesting a waiver of the well isolation distance to replace the septic system. The new system will be approximately 45 ft from the on-site well. According to the SEO, the design repairs were made using the best technical guidance. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the well isolation waiver, motion carried.
3. SALVAGE MANAGEMENT – 1900 MANOR ROAD: Mrs. Love reported that DEP has begun clean-up at the property after years of enforcement and cease and desist notices.
4. CBPRP: The Chesapeake Bay Pollution Reduction Plan contract has been extended with no charges being enforced for 2023. This is a savings of \$1,500.
5. RIVER RIDGE HILLS DEVELOPMENT: The work has been on hold until the gas company performs the underground work.

OLD BUSINESS:

1. KUBOTA REPAIR: The Board approved the cost of the repair at \$4,550 at the last meeting, however the cost has increased and will be \$5,898.47 for the new motor. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the new cost, motion carried.

NEW BUSINESS:

1. FOREIGN FIRE DISTRIBUTION: The foreign Fire Relief Tax was received in the amount of \$45,500.21. This amount is to be distributed to the fire companies that service our township. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the distribution as follows Craley Fire Co. 55%, East Prospect Fire Co., 35%, and Yorkana Fire Co. –10%, motion carried.
2. RESOLUTION 2022-14 – ACT 57: This Act addresses the situation if a new owner of a residence does not receive their tax bill, they will have the ability to apply for relief of penalty, late fees, interest, or other charges. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve Resolution 2022-14, motion carried.
3. APPROVAL OF BILLS: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as listed in the amount of \$75,227.72, motion carried.
4. OTHER PERTINENT BUSINESS: Chief Thomas wanted to thank Mrs. Zimmerman and Ms. Cunningham for the help with budget, vehicles and obtaining the KMIT Safety Grant which was used to purchase Guardian Angel Safety Lights for the department.

Meeting adjourned at 7:43 pm

Respectfully submitted

Linda J. Zimmerman
Secretary