

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
June 9, 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; Zoning Officer Monica Love; Chief Dave Arnold and Engineer John Klinedinst. Supervisor Yakubowski was present via phone. Patrons in attendance: 23

Chairman Schock announced executive sessions were held May 26th and before the meeting for personnel matters.

Chairman Schock read a disclosure pursuant to the public official and employee ethics act regarding that he will abstain from voting on any matter involving the development known as River Ridge Hills and any matter involving GHR-II, LLC. Chairman Schock disclosed he has a conflict of interest with respect to the development known as River Ridge Hills and the developer GHR-II, LLC, in which he signed an agreement to sell Transferable Development Rights to GHR-II, LLC.

Chairman Schock also noted the meeting agenda will be altered due to Supervisor Yakubowski being present via phone for an item under zoning. That item will be first on the agenda.

ZONING

1. PLAN 610-SLD RIVER RIDGE HILLS TDR TRANSFERS: Ms. Love provided information on the Transfer of Development Rights and the Endorsements for Declaration of Restriction of Development Rights for the following property owners:
 - a. Ross – 566 Heffner Rd – 35-000-HL-0221.B0-00000 – 4 TDR
 - b. Schock – 354 Abels Rd – 35-000-IL-0131.00-0000 – 19 TDR

Motion by Supervisor Yakubowski seconded by Supervisor Rohrbaugh, to approve and sign the Transfer of Development Rights and the Declaration of Restriction of Development Rights for the two transfers, motion carried. Chairman Schock abstained. Supervisor Yakubowski exited the meeting by disconnecting the call.

REPORTS:

1. POLICE: Chief Arnold summarized his report for the Board.
 - a. Increase in accidents during May
 - b. Presented Sgt. Thomas with the Trilogy award, which is the completion of the FBI-LEEDA courses. Chief Arnold noted that Sgt. Thomas is one of three York County supervisory personnel who completed all three courses.
 - c. Lower Windsor Township Police Department, along with PA Fish & Boat Commission, as well as York County Sheriff's Office, were at the river park on Sunday 5/29/22 with an Underage Drinking Detail. This detail was sponsored by the PA Liquor Control Board.
 - d. Annual National Night Out will be held August 2, 2022, at Rexroth Park 5:30 – 7:30 pm.

PUBLIC COMMENT:

1. SCOTT FREDERICK – YORKANA FIRE CO: Submitted monthly reports, financial and officials' information as requested by the Board. Invited the Board to attend the Fire Co meetings.
2. HENRY SMELTZER – PC Member – Questioned the process of the Comp Plan and how to approach Board with updates.
3. JOANN DIETZ – Gun Club Road – Questioned if they heard a response from DEP regarding the Kreutz Creek test results. We received a copy of the consent order which allowed for the landfill to update their leachate plant. DEP is responsible for monitoring the landfill and are the agency responsible for the consent order and following up with the landfill as they work to become compliant.

REPORTS:

2. MANAGER: Ms. Cunningham provided her report to the Board.
 - a. Ms. Cunningham questioned the need for the June 30, 2022, meeting. The Board agreed to hold that meeting.
3. SOLICITOR: Atty. Herrold submitted his report and noted he cannot attend the July meeting, but John Herrold will be here in his place.
4. ENGINEER: Mr. Klinedinst submitted his report to the Board.
 - a. The application for waiver of MS4 program is in progress. Mr. Klinedinst requested authorization to file upon our behalf. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the submittal, motion carried.
 - b. Continuing work on the Stormwater Ordinance Update. Will get authorization from Board to advertise after comments are incorporated and reviewed by Board.
 - c. Salt Shed: Design is finished and soon out for bid.
5. HIGHWAY: Mr. Miller submitted his report.
 - a. Guide rail quote for Millers Spring Road came in at \$15,261.00.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
 - a. Sande noted that we had trouble with the key fob system this week. We are in the process of obtaining quotes for updates to the security system.
7. EMERGENCY SERVICES: Received reports from EMC, Yorkana Fire Co., East Prospect Fire Co., Craley Fire Co., CVAC/Lifeteam.
8. EASTERN YORK REC AUTHORITY: Ms. Cirilo submitted her report.
 - a. East Coast Volleyball Tournament being held at Rexroth Park and Hellam Fields this weekend.
 - b. Eastern York School District is holding a performing arts camp through the Rec Authority.
 - c. EYRA purchased a lock box for renters to have easy access to Township facilities.
 - d. The EYRA will be holding a Food Truck event at Rexroth Park and have requested a waiver of the special event application fee and waiver of the timing requirement. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve both waivers, motion carried.

ZONING:

2. COMPREHENSIVE PLAN – UPDATE: Ms. Love gave an update on the comprehensive plan review by the Planning Commission.
3. DANGEROUS BUILDING – 998 LONG LEVEL ROAD: Ms. Love is asking to authorization to investigate this property as a dangerous building. The Board gave permission to move forward.

OLD BUSINESS: None

NEW BUSINESS:

1. ORDINANCE 2022-01 – PMRS: Ms. Zimmerman explained that during the last restatement of the Police Pension Plan back in April of 2020, it was determined that unused accrued leave was excluded as compensable for the purpose of calculating final average salary, which was not our intent. After discussions with the PMRS attorney and our labor attorney it was determined that PMRS inadvertently checked the box to exclude unused accrued leave as compensation. With this amendment, it will now show that unused accrued leave will be deemed compensable for calculation of final salary. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the adoption agreement amendment, motion carried. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to adopt Ordinance 2022-01, motion carried.
2. LIQUID FUELS AUDIT – TRANSFER: Ms. Zimmerman provided information that during the recent liquid fuels audit it was determined that the township did not comply with the purchasing policy under the 2nd Class Township Code for the purchase of pipe in 2020 in the amount of \$17,265.00. Therefore, since this was an unapproved use of liquid fuels money, we must reimburse the Liquid Fuels Fund. Ms. Zimmerman met with Mr. Miller to review solutions on the process of obtaining quotes, so this does not happen again. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the transfer from General Fund, motion carried.

3. SRO AGREEMENT RENEWAL: Ms. Cunningham informed the Board that the Eastern York School District has voted to approve the memorandum of understanding for the SRO for a three-year term. Supervisor Rohrbaugh questioned why we do not include pension obligation as part of reimbursement costs. Staff agreed, that is something we can look at for future agreements. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the SRO Memorandum of Understanding, motion carried.
4. SPECIAL TEMPORARY PERMIT RENEWALS: Ms. Love presented the list of eight special temporary permit renewals. Motion by Supervisor Rohrbaugh, seconded by Chairman Schock to approve the list as presented, motion carried.
5. OTHER PERTINENT BUSINESS:
 - a. Chairman Schock requested that each Supervisor receive a copy of the Yorkana Fire Co. reports submitted tonight.
 - b. Supervisor Rohrbaugh questioned the process/timing for dangerous buildings. Ms. Love explained the process of the Dangerous Building Ordinance.

Meeting adjourned at 7:24 pm.

Respectfully submitted,

Linda J. Zimmerman,
Secretary