

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JULY 13, 2023  
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; and Zoning Officer Monica Love. Chief Thomas was absent. Patrons in attendance: 21

PUBLIC COMMENT: None

APPROVAL OF MINUTES – JUNE 8, 2023: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the June minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report for review.
2. MANAGER: Ms. Cunningham submitted her report.
  - a. 3-pt line for gym – After the cost was approved by EYRA, Mr. Malatestinic notified he is unable to paint the lines due to health issues and recommended two other companies. At the EYRA meeting last night, the EYRA Board approved the cost of the line painting up to \$2,500. Master Care Flooring quoted \$2,384.51 for painting of the 3 pt lines. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the 3pt line painting quote from Master Care Flooring, motion carried.
  - b. Ms. Cunningham reported we have 334 subscribers to the Savvy Citizen.
3. SOLICITOR: Atty. Herrold submitted his report. Supervisor Rohrbaugh questioned how the FEMA compliance is progressing. Ms. Love stated at this point it is very slow and a lot of residents are fighting the port-o-potty issue.
4. ENGINEER: Mr. Klinedinst submitted his report.
  - a. Mr. Klinedinst noted that Adam Smith worked with Monica on the FEMA matter.
  - b. Mr. Rohrbaugh questioned the sidewalk requirement at River Ridge development.
5. HIGHWAY: Mr. Miller submitted his report.
  - a. New backhoe was delivered.
  - b. Paving at Rexroth Park – the Highway department is preparing to pave the parking areas at Rexroth Park.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
7. EMERGENCY SERVICES: Received reports from Craley Fire Co., EMA, CVAC/Lifeteam, Yorkana Fire Co., and East Prospect Fire Co.
  - a. Jesse Frantz provided a copy of their regulations on Minimum Staffing Requirements.
  - b. Active Shooter Exercise – will be holding a full-scale active shooter exercise at the end of the summer. The Eastern York School District has yet to provide the emergency

evacuation plans for the exercise to date. The Board asked staff to prepare a letter to send to the school district asking them to be proactive on this matter and realize the importance of the active shooter exercise.

- c. Don Hopple, from Yorkana Fire Co introduced himself. He will be the new Deputy Fire Chief after the official merger paperwork is completed. He noted several of the crew is here tonight to provide assurance that the same service will be available to Lower Windsor Township residents and stressed that communication will improve with the township as well as with the other fire companies that service our township.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report. Supervisor Rohrbaugh provided updates.
- a. Approval of the 3pt line
  - b. Working on 2024 budget – per capita may increase.
  - c. Noted Hellam population is declining due to lack of housing in area.
  - d. Wrightsville Sewer Authority looking to join and offer ballfields.
  - e. Looking to update policy for cancellations/refunds.
  - f. Big challenge finding volunteers.
  - g. Audit completed for 2022.

## ZONING

1. COOL CREEK ROAD CROSSING – DISCUSSION (TRAFFIC ENGINEER): Ms. Love received quotes from TRG for review and design of the crossing at Cool Creek Road. Total cost should not be more than \$5,000 and suggests a “time and material” project. The Board asked to keep the school board informed. Ms. Love noted the school board will have to sign off on the permit application so they will be kept up to date on the process. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the project with TRG, motion carried.
2. YORK COUNTY HARLEY DAVIDSON OWNERS ASSOCIATION – REQUEST TO HAVE ALCOHOL AT AN EVENT: Mr. Townsend was present to request acknowledgement of a Special Operations Permit from the PLCB for an event the association is holding on September 2, 2023, that will involve alcohol. Mr. Townsend explained that their association raises money for charities and wants to make a positive impact on children and residents of Lower Windsor Township. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the alcohol at the event on September 2, 2023, motion carried. Chairman Schock voted no. Supervisor Rohrbaugh would like to see more of the history of the club and asked how many members of the club are residents of Lower Windsor Township.
3. WELL ISOLATION WAIVER – BLAZEK, 128 WALNUT VALLEY COURT: Due to the size and layout of the lot Mr. Blazek is requesting a well isolation distance waiver for the placement of a new tank and drain field. Our SEO has designed the repairs using the best technical guidance. A release has been obtained in order to grant the waiver. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to grant the well isolation waiver, motion carried.
4. SHORT TERM RENTAL DISCUSSION: Ms. Love provided the Board with recommendations from the Planning Commission for a short-term rental ordinance. Chairman Schock and Supervisor Yakubowski do not want to see another ordinance placed on our residents determining how they can use their property. Supervisor Rohrbaugh agrees but also sees the need for some

regulation. Ms. Love asked if the Board would prefer adding it to our Zoning Ordinance. The Board concurred that would be the best way to implement regulations for short-term rentals.

5. AIKEN, FISHING CREEK – RE-SIGNING SUBDIVISION PLAN: Last year the Board agreed to allow Safe Harbor Water Power Corporation – Aiken subdivision plan to be reviewed by Chanceford Township and signed off the approved subdivision plan April 13, 2022. Since then, the plan has been revised showing revised tax map and deed information for Safe Harbor’s property. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve signing of the revised plans, motion carried.

OLD BUSINESS: None

NEW BUSINESS:

1. DONATIONS: Mrs. Zimmerman provided the list of donations to be distributed in July as follows. Forrest Fire Crew - \$1,150; Kaltreider-Benfer Library - \$2000; Quick Response Team - \$300. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the distributions as listed, motion carried.
2. RESOLUTION 2023-13 – CBPRP AGREEMENT AMENDMENT: This resolution is to extend the term of the amended and restated intergovernmental agreement for the implementation of the York County Regional Chesapeake Bay Pollution Reduction Plan. Mr. Klinedinst noted that the EPA is being sued for not enforcing the CBPRP in Pennsylvania, mainly York County. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve Resolution 2023-13, motion carried.
6. RESOLUTION 2023-14 – FUNDING FOR EYRA: This resolution approves financial support for the EYRA for a 5-year period (2022-2026). Since the number of residents has increased according to 2020 census, the cost of our contribution is increasing to \$30,076 per year. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve Resolution 2023-14, motion carried.
7. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the bills as listed in the amount of \$231,799.34, motion carried.
8. OTHER PERTINENT BUSINESS:
  - a. National Night Out is August 1, 2023, 5:30 – 7:30 pm.
  - b. Mr. Schock questioned if there is a policy in place for recommendations to the Board for proposed ordinances.

Meeting adjourned at 7:45 pm.

Respectfully submitted,

Linda J. Zimmerman  
Secretary