

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 12, 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 (by phone); Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Zoning Officer Monica Love; and Engineer Adam Smith. Chief Thomas was absent. Patrons in attendance: 11

Chairman Schock announced an executive session was held on October 4, 2023, to discuss possible litigation matters.

PBULIC COMMENT:

1. BECKY PFEIFFER: Thanked the Board for the comment letter to DEP.
2. TINA ROBERTSON: Thanked the Board for letter to DEP. She is an auditor for the Township and is very impressed with the way the Board takes care of the residents.

APPROVAL OF MINUTES – SEPTEMBER 14, 2023 – Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report for review.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Budget workshop is scheduled for Thursday October 26 at 6:00 pm
 - b. Hired a new highway department employee; Alex Spence who started on October 2, 2023.
 - c. Savvy Citizen app has over 500 subscribers.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Reported he is looking at the fire hydrant tax specifically the question about districts. He will have more about this next month.
4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. River Ridge Hills: Drainage issues reported and will investigate.
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., CVAC/Lifeteam; and EMA. Ms. Cunningham presented a letter from Craley Fire Co. asking for authorization to attend the Red Lion Parade on October 30, 2023. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the attendance, motion carried. Supervisor Yakubowski wanted to note how Yorkana Fire Co is working to get back up and running with a full

capacity to service our township residents. Asked if the boxes could be redirected back to Yorkana Fire Co. Fire Chief Hopple from Yorkana Fire Co. and Fire Chief Dave Stump from SAFER discussed the current issues about the merger and how that will impact the Township.

8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Discussed the lease/sublease agreement with the school district regarding mutual indemnification. Currently, Hellam Rec has an agreement with the school district.
 - b. Because of requirements for submitting grants, the Rec Authority established an anti-harassment policy.

ZONING:

1. RIVER RIDGE HILLS – FIRE HYDRANT PLACEMENT: Ms. Love reported that at the last meeting the Board discussed placement of the first 3 hydrants in River Ridge Hills development, however never received approval from the Board. Since this was a time sensitive issue, Ms. Cunningham spoke with both Supervisor Shock and Rohrbaugh to get their approval for the placement of the hydrants prior to this meeting. A motion is needed to ratify the approval of the hydrants. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the fire hydrant placement, motion carried.
2. ZONING ORDINANCE UPDATE: Will provide updates to Board as the Planning Commission revises sections of the ordinance.

*Amend Agenda: Chairman Schock announced that due to last minute request, as well as a clerical oversight on the agenda, staff has requested two changes to this evening's agenda. First the staff recommends consideration of Resolution 2023-18 which resolution is required for a grant request from DCED. Additionally, staff recommends consideration of Ordinance 2023-02, entitled Solar Facilities Utility Grade. The Board authorized advertisement for consideration of this ordinance at the August 31, meeting of the Board of Supervisors. Chairman asked for a motion to amend the agenda to include these two items on the agenda. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to amend the agenda to include these items, motion carried.

3. ORDINANCE 2023-02 SOLAR FACILITIES UTILITY GRADE: This Ordinance has been properly advertised and ready for adoption. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to adopt Ordinance 2023-02, motion carried.

OLD BUSINESS: None

NEW BUSINESS:

1. FOREIGN FIRE DISTRIBUTION: Ms. Zimmerman reported we received \$45,642.20 from Foreign Fire Insurance Tax. Ms. Zimmerman provided the proposed distribution as:
 - 50% - Craley Fire Co - \$22,821.10
 - 25% - East Prospect Fire Co - \$11,410.55
 - 25% - Yorkana Fire Co - \$11,410.55Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to distribute the money as proposed, motion carried. Supervisor Yakubowski opposed.
2. BOARD OF AUDITORS RESGINATION – JOANN DIETZ: We are in receipt of a resignation letter from Joann Dietz notifying us of her resignation as of November 1, 2023. Ms. Cunningham is asking the

Board to vote on acceptance of her resignation. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to accept the resignation of Joann Dietz, motion carried.

3. REVIEW OF OFFICERS PROBATION: Officer Ritchie's 1-year probationary period ends on October 24, 2023. Chief Thomas would like to offer Officer Ritchie a full-time position with the department. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the offer of the fulltime position to Officer Ritchie, motion carried.
4. RESOLUTION 2023-18 – GRANT APPLICATION: This is to acknowledge that we are applying for a Local Share Account grant for the crosswalk at Cool Creek Road between Eastern High School and River Ridge Hills in the amount of \$108,810.00. The Board had further discussion on the crosswalk. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the resolution, motion carried.
5. APPROVAL OF BILLS: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as listed in the amount of \$108,800.75, motion carried.
6. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 7:21 pm.

Respectfully submitted,

Linda J. Zimmerman
Secretary