

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JUNE 8, 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; Zoning Officer Monica Love; and Chief Thomas. Patrons in attendance: 9

PUBLIC COMMENT:

1. MIKE PRITCHARD – YORK COUNTY PLANNING COMMISSION’S TRANSPORTATION IMPROVEMENT PLAN: Mr. Pritchard gave a presentation on the Transportation Improvement program which guides sustainable development and preservation to improve quality of life in York County. Mr. Pritchard asked the Board to provide an informal list of projects that may be a fit for this program.

APPROVAL OF MINUTES – MAY 11, 2023: Motion by Supervisor Rohrbaugh, seconded By Supervisor Yakubowski to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE – Chief Thomas submitted his report.
 - a. Radios are in and will be installed.
 - b. QRT services were used this month for an incident.
 - c. Signs for “Support your Police” quote. Chief Thomas will determine if there is interest from residents.
 - d. Supervisor Yakubowski talked about speeders on Abels Road.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Update on 4-way stop at Craley/Prayer Mission Rd intersection: determined that a road study is not needed because conditions have not changed since last study performed in 2021.
 - b. Ms. Cunningham informed the Board that Catholic Harvest Mobile Food Pantry will be distributing food from July – December from 10:30 am – 11:30 am in the lower parking lot of the building. Pre-registration is mandatory.
 - c. Received a quote for the 3-point line painting on the gym floor at a cost of \$2,100. EYRA has agreed to pay the cost. By consensus, the Board agreed to approve the 3-point line painting.
 - d. Ms. Cunningham asked the Board if they wish to hold the June 29th meeting. Because of no pending action, the Board agreed to cancel the meeting.
3. SOLICITOR: Atty. Herrold submitted his report.

4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. Noted C S Davidson will be holding a client appreciation event at the Wellspan Park Skybox on July 12,2023. Invitations will be mailed out soon to the Board and staff.
 - b. Mr. Rohrbaugh questioned the Fields at East Prospect subdivision plan and asked if we should hold a strategic planning session with East Prosect Borough. Ms. Love stated that the new plan applies conservation by design which works with the natural features of the land.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
 - a. New LED lights at the lower parking lot were installed last Friday.
7. EMERGENCY SERVICES: Reports were received from CVAC/Lifeteam, East Prospect Fire Co., and Craley Fire Co.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. EYRA will assist in preparing fields at Rexroth Park.
 - b. Received a donation of a shed.
 - c. Work with EYRA on grants for playground equipment.
 - d. EYRA will be a vendor at the Hallam Carnival and are seeking volunteers to man the stand.
 - e. Will attend National Night Out.
 - f. Reminded Board of the volleyball tournament this weekend at Rexroth Park.

ZONING

1. WELL ISOLATION WAIVER – COOLEY, 4950 YORKANA ROAD: Due to the size and layout of the lot there is insufficient area to replace the septic system and meet the required well isolation distance. Site Design Concepts, our SEO designed the repairs using the best technical guidance. A waiver release was signed by the owners. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the well isolation waiver, motion carried.
2. TRANSFER DEVELOPMENT RIGHTS – ALBURN/BOEKE, 1448 KLINES RUN ROAD: This property is being sold by the owners and they wish to retain ownership of 9 of the 10 existing transferable development rights. One will remain with the property. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to authorize the transfer of development rights, motion carried.
3. COOL CREEK ROAD CROSSING – DISCUSSION: Ms. Love noted that after meeting with the School Board, Mr. Klinedinst suggested that I speak with Mike Pritchard of York County Planning Commission, which initiated a call from Eric Kinard of PennDOT. Mr. Kinard informed Ms. Love that installing an intersection crosswalk does not require a permit from PennDOT, but mid-block crosswalks must meet specific criteria. A local municipality has the ability to install a crosswalk on a state road as part of our normal safety requirements. However, installing a rectangular rapid flashing beacon will require a permit. Mr. Kinard also suggested a “wigwag” warning signal. However, he specifically suggested not installing the in-road flashing lights as they don’t seem to hold up to the amount of traffic this road gets. No traffic study is required for these

installations; however, a permit is and should be prepared by a traffic engineer. Ms. Love requested to send out for proposals from local traffic engineers and include the school board designees in any meetings and discussions. By consensus the Board agreed to send out a request for proposals.

4. The Zoning Department issued 76 permits in April.
5. Responses to the floodplain matter are positive. Ms. Love spoke with FEMA and they are happy with our progress. So far, some residents have complied, and some didn't.

OLD BUSINESS: None

NEW BUSINESS:

1. SPECIAL TEMPORARY PERMIT RENEWALS: Ms. Love provided the listing of the special temporary permit renewals. There was a property owner that has not responded to the renewal request; therefore, they will be notified to remove the mobile home within 30 days. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the special temporary permit renewals as listed, motion carried.
2. RESOLUTION 2023-12 – APPLICATION TO THE PA MUNICIPAL ASSISTANCE PROGRAM: This is a resolution to acknowledge that we are applying for a PA Municipal Assistance Program Grant for a new security system, Craley Fire Co warning signal, and in car cameras for the police vehicles. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve Resolution 2023-12, motion carried.
3. TRAFFIC STUDY – LONG LEVEL ROAD: After meeting with PennDOT and JMT Engineers regarding a project evaluating current pedestrian access and safety at the Klines Run Park site we informed them of our consent decree from FEMA related to any work within a floodplain and asked to be included in any coordination of the project. Since truck traffic and speed along Long Level Road are a concern, it was recommended that the Township ask PennDOT to perform a speed study. Ms. Cunningham is requesting authorization to send a letter to PennDOT to perform a speed study. By consensus the Board authorized Ms. Cunningham to send a letter to PennDot requesting a speed study.
4. PLANNING COMMISSION APPOINTMENT: This is to fulfill the remaining term of Julia Parrish which expires on December 31, 2024. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to appoint John Bowser to fulfill the remaining term of Julia Parrish, motion carried.
5. COUNTRY LANE – PIPE DISCUSSION: Ms. Love reported that a property owner at 878 Country Walk Lane said there was a large hole gradually getting larger, which was due to a pipe failure. Roadmaster Miller inspected the pipe and agreed it likely collapsed. This is a development from 1970 and the township is responsible for a portion of the pipe. When the recorded plans were reviewed it was determined that the pipe installation was placed on the property in error. During the investigation the owner of Lot 54 called and said the outlet pipe from the basin has been uncovered and the embankment is being washed away due to lack of maintenance from the property owner on Lot 53. The repair to the basin will require a new pipe, removal of trees and shrubbery and the embankment repaired. Bottom line, the township may only be

responsible to replace the pipe between the lots and only as far as shown on the plan. A right-of-way easement will need to be recorded as well as a temporary construction easement. Ms. Love asked how the Board wants to proceed. The Board needs further information on the scope of the project before they can determine how to proceed.

6. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the bills as listed in the amount of \$72,259.38, motion carried.
7. OTHER PERTINENT BUSINESS:
 - a. Hang Gliders – Chairman Schock reported that he noticed a hang glider landing in Rexroth Park behind the police department and asked if we have any rules prohibiting those in the park. Atty. Herrold said they are prohibited in the park if they are motorized.

The meeting adjourned at 7:56 pm.

Respectfully submitted.

Linda J. Zimmerman
Secretary