

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 14, 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 John Baranski; Zoning Officer Monica Love; Engineer Adam Smith and Chief Thomas. Patrons in attendance: 15

Chairman Schock announced that an executive session was held before the meeting regarding possible litigation.

PUBLIC COMMENT:

1. JOHN HERROLD: Mr. Herrold was here to congratulate Supervisor Schock for serving on the Board for 10 years. He has served the township with integrity and honor and always put the best interest of the residents first. Mr. Herrold also noted that John Klinedinst is retiring and wanted to express that it was great working together in Lower Windsor Township. He wishes the best in the future for both.

APPROVAL OF MINUTES – NOVEMBER 9, 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.
 - a. New officer started on Monday.
 - b. Another Shop with a Cop program was held last weekend. It was successful with 15 children participating.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Savvy citizens - 625 subscribers.
 - b. Re-Org meeting is scheduled for January 2, 2024, at 6:30pm
3. SOLICITOR: Atty. Herrold submitted his report.
4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. Adam Smith thanked John for his mentorship and congratulated him on his retirement.
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., CVAC/Lifeteam, Yorkana Fire Co., and East Prospect Fire Co.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Supervisor Rohrbaugh noted that they have reached an acceptable agreement to the lease agreement between the Recreation Authority and the School district for use of their fields.

ZONING: Ms. Love submitted her year-end report.

1. COUNTRY LANE DISCUSSION: Ms. Love discussed the stormwater basin on Canadochly Road that was inspected by the township engineer. The outlet pipe runs from Country Lane down to Canadochly Rd basin. There is damage to the pipe and poses a potential flood/road hazard. After reviewing the development plan, it was determined that the outlet pipe was installed on the wrong property. To remedy the issue, an easement will need to be obtained and some trees and fencing will need to be removed. Suggested steps would be to televise the stormwater conveyance line to ascertain the damage, create easements for the property owners to sign and record and revisit after the extent of the damage is known and prepare cost estimates. The Board expressed the need to communicate with the property owners and initiate steps for remediation.
2. SEPTIC WAIVER – 395 FORGE HILL RD – GARY OLPHIN: Mr. Olphin is requesting a well isolation distance waiver due to the replacement of his septic system. The proposed distance is about 50' to the on-site well. Our SEO designed repairs using the best technical guidance. A release has been signed in order to grant the waiver. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to grant the waiver, motion carried.
3. YORK CO. HARLEY DAVIDSON OWNERS ASSOC – 2024 EVENTS: Mr. Townsend is requesting the Township acknowledge and approve 2 Special Operations Permits from LCB for their BINGO event and Rock and Blues Festival. The events will be held February 3, 2024, and May 18, 2024, respectively. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the events, motion carried.
4. TOWNSHIP BOUNDARY LINE: The staff along with C S Davidson is working with Hellam Township to establish the boundaries for Murphy's Hollow Rd. If both Boards approve the boundary adjustment, C S Davidson will prepare the required map. Both municipalities will share in the survey and filing cost. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to move ahead with the project, motion carried.

OLD BUSINESS:

1. RESOLUTION 2023-21 – ADOPTION OF 2024 BUDGET: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to adopt the 2024 Budget, motion carried.
2. RESOLUTION 2023-23 – HONORING DONALD SCHOCK: The Board presented Mr. Schock with a resolution for his 10 years of service to the Township. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve Resolution 2023-23, motion carried. Supervisor Yakubowski presented Mr. Schock with a plaque of appreciation from the Board and staff. Supervisor Yakubowski also presented a Certificate of Appreciation from PA State Association of Township Supervisors for his many years of service. Chief Thomas also presented a plaque to Mr. Schock for his service to the community.
3. DONATIONS: Chairman Schock wanted to determine the donation distribution for the fire companies for 2024. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the distribution of 50% to Craley Fire Co., 25% to Yorkana Fire Co., and 25% to East Prospect Fire Co., motion carried.

4. TRAFFIC SIGNAL AGREEMENT: The traffic signal maintenance bid was awarded to C.M. High. The cost to the Township for \$425 for maintenance of the traffic signal at Mt. Pisgah/East Prospect Rd. and 4-way flashing signal at Craley Rd/Abels Rd. The Board wanted to keep section 2d) keep and maintain all records pertaining to the maintenance, service or repair performed by C M High. Ms. Cunningham will contact C M High.

NEW BUSINESS:

1. RESOLUTION 2023-22 – ENACTMENT OF TAXES FOR 2024: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve Resolution 2023-22, motion carried.
2. APPROVAL OF BILLS: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as presented in the amount of 81,901.00, motion carried.
3. OTHER PERTINENT BUSINESS:
 - a. Chairman Schock expressed his gratitude and stated it was a privilege to serve the Township.
 - b. Ms. Cunningham presented John Klinedinst, our Township Engineer with a plaque for his 45 years of dedicated service to the Township.

Meeting adjourned at 7:16 pm

Respectfully submitted,

Linda J. Zimmerman
Secretary