



**LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REORGANIZATION & REGULAR MEETING AGENDA  
MONDAY, JANUARY 5, 2026, 6:30 PM**

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**CALL TO ORDER/PLEDGE TO FLAG**

**PUBLIC COMMENT**

**REORGANIZATION MEETING:**

1. REORGANIZATION OF THE BOARD
  - a. Office of Chair
  - b. Office of Vice-Chair
  - c. Liaison appointments
2. SET MEETING DATES
3. CONDUCT OF MEETINGS – ROBERT’S RULES OF ORDER
4. APPOINTMENTS
  - a. Secretary/Treasurer
  - b. Township Manager
  - c. Assistant Secretary/Treasurer
  - d. Township Engineer
  - e. Township Solicitor
  - f. Special Counsel(s)
  - g. Chief of Police
  - h. Zoning Officer
  - i. Road Master
  - j. Building Code Official
  - k. Depository for Township Funds
  - l. Pension Fund Investment Manager and Depository
  - m. Sewage Enforcement Officer/Alternate Sewage Enforcement Officer
  - n. Emergency Services Coordinator
  - o. Appointment of Zoning Hearing Board Member (1)
  - p. Certified Public Accountant
  - q. Township Appointed Auditors

- r. Unexpired term for Elected Auditor – Appoint a replacement to fulfill unexpired term of Sue McKinsey – Term expires 1/1/28. New auditor position which expires 1/1/32 is unfilled as of 12/30/25.
- s. Authorize PSATS Convention Attendance
- t. PSATS Convention Voting Delegate
- u. PSATS Convention Alternate Voting Delegate
- v. York County Tax Collection Committee (YCTCC) and York Adams Tax Bureau (YATB) Representative
- w. YCTCC and YATB Alternate Representative
- x. Vacancy Board
- y. Animal Control Officer
- z. Township Open Records Officer
- aa. Township Alternate Open Records Officers
- bb. Police Open Records Officer
- cc. Police Alternate Open Records Officer
- dd. Eastern York Recreation Authority
- 5. SET TREASURER & ASST. TREASURER BOND LIMIT
- 6. ESTABLISH 2026 WAGES & SALARIES
- 7. ESTABLISH 2026 BENEFITS AND HOLIDAYS
- 8. AUTHORIZE PAYMENT OF EXPENDITURES
- 9. AUTHORIZE SIGNING CHECKS
- 10. SET MILEAGE FOR PERSONAL VEHICLE USE
- 11. SET PETTY CASH AMOUNT(S)
- 12. SET ROAD SERVICE FEES
- 13. AUTHORIZE WORKING SUPERVISORS

#### RESOLUTIONS

- 1. Resolution 2026-01 – Fee Schedule
- 2. Resolution 2026-02 – Subdivision Fee Schedule
- 3. Resolution 2026-03 – Zoning Hearing Board Appointment
- 4. Resolution 2026-04 – Reduction of Contribution Rate for Police Pension

## **REGULAR MEETING:**

- 1. APPROVAL OF MINUTES** – December 11, 2025
- 2. REPORTS**
  - a. Manager
- 3. ZONING**
  - a. Zoning Ordinance Update
- 4. OLD BUSINESS**
  - a. Ordinance 2026-01 Street Openings and Excavation – Adoption
  - b. Ordinance 2026-02 Boundary Line – Adoption
- 5. NEW BUSINESS**
  - a. Approval of Bills
  - b. Other Pertinent Business
- 6. ADJOURNMENT**