

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
AUGUST 11, 2022
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 Dave Arnold. Patrons in attendance:
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PUBLIC COMMENT:

1. KALTREIDER-BENFER LIBRARY – LESLIE MCCUNE: Ms. McCune summarized the services they provide to our residents and informed the Board of their building expansion that is underway. Ms. McCune thanked the Board for the donation and asked the Board to keep the library in mind during budget time.

APPROVAL OF MINUTES – JULY 14, 2022: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Arnold summarized his report.
 - a. National Night Out – Over 250+ people in attendance. This event was a success this year with free food, ice cream, and music. Chairman Schock responded he received good reports on the event too.
 - b. Chief Arnold is recommending the hiring of Sean Lake as the new police officer for the department. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to hire Sean Lake as a patrolman for the department, motion carried. Mr. Lake will start on August 16, 2022.
 - c. Resolution 2022-11 – Retirement of Chief Arnold. The Board presented Chief Arnold with a resolution honoring him and thanking him for his service to the township as Chief of Police. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to adopt resolution 2022-11, motion carried.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Craley Fire Co is requesting approval to attend the 2022 Fireman’s Convention at the York County Fire School in Emigsville on Saturday August 20, 2022. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh approving the attendance, motion carried.
 - b. Received the 2nd Quarter franchise fee from Comcast in the amount of \$30,421.28.
 - c. Chairman Schock asked Ms. Cunningham what the protocol is for helping outside organization with facility maintenance. Ms. Cunningham would like all requests to come through her and she will direct staff.
 - d. Supervisor Rohrbaugh inquired about the structure on Long Level Road that needs repaired. Ms. Love is working with the owners to get repairs completed.

- e. Abel Road – Chairman Yakubowski questioned the repair due to the tree that fell onto the roadway, which PennDot removed, but questioned why they can't install guiderail in that area instead of stone. Ms. Cunningham will contact PennDot to inquire.
 - 3. SOLICITOR: Atty. Herrold submitted his report.
 - 4. ENGINEER: Mr. Klinedinst submitted his report.
 - 5. HIGHWAY: Mr. Miller submitted his report.
 - 6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
 - 7. EMERGENCY SERVICES: Lower Windsor Township Fire Chief Frantz gave his report.
 - a. Update on boxes
 - b. Training
 - c. Issues with false alarms. Asked the Board to consider an ordinance for false alarms. Atty Herrold will draft an ordinance for the Board to review.
 - d. Traffic issue at fire station – Requested flashing lights on signs for when they return from a call and are backing into the fire station. Ms. Cunningham will contact PennDot for recommendations.
- Additional reports were received from East Prospect Fire Co., CVAC/LifeTeam, Craley Fire Co., EMC.
- 8. RECREATION AUTHORITY: Supervisor Rohrbaugh is working on a facility use agreement that he would like to see in place for next year. Atty. Herrold will review his draft and give the Board recommendations.

APPOINTMENT OF NEW CHIEF: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to appoint Sgt. Thomas as Chief of Police of Lower Windsor Township, motion carried. After the pinning ceremony Sgt. Thomas was sworn in by Judge Fishel as Chief of Police.

ZONING:

- 1. MANOR ROAD – SALVAGE MANAGEMENT: Ms. Love informed the Board that DEP is cracking down on the facility and is in the process of accepting bids for clean-up of this facility.

OLD BUSINESS:

- 1. ORDINANCE 2022-02 – STORMWATER MANAGEMENT ORDINANCE: The ordinance has been properly advertised and is ready for action by the Board. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to adopt the Stormwater Management Ordinance, motion carried.
- 2. SALT SHED BID: Bids were opened on August 9, 2022.
 - a. Lauer Construction Services – Base \$78,835.00; Alternate #1 \$27,500; Alternate #2 \$52,800
 - b. Dutchman Contracting – Base \$96,074.00; Alternate #1 \$34,675.00; Alternate #2 \$61,750.00
 Discussion took place on the options available for a “full” project award. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve a modified base bid and both alternates and award the bid to Lauer Construction Services at a cost of \$121,360.00, motion carried.

NEW BUSINESS:

- 1. APPOINTMENT OF NEW CHIEF: This was completed earlier on the agenda.
- 2. KUBOTA REPAIR: Mr. Taylor provided the Board with a quote to repair and quotes for a new Kubota. After discussion, the Board asked for Mr. Taylor to obtain additional quotes for a John Deere and Cub Cadet.
- 3. TRAFFIC SIGNS – EAST PROSPECT AND BUSER FARM LANE: Because of a complaint of sight distance issues of farm vehicles entering and exiting Buser Farm Lane off East Prospect Road, PennDot determined that the installation of farm machinery signs is warranted. Also, trees located at 4814 East Prospect Road which need to be trimmed are causing a sight distance issue as well. Staff questioned

how we should bill the cost. The Board is ok with billing the property owner for the costs of the signs and posts and the Township will install signs.

4. RESOLUTION 2022-12 – AMEND FEE SCHEDULE: With the adoption of the new stormwater ordinance, amending the fee schedule is necessary. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve Resolution 2022-12 amending the fee schedule, motion carried.
5. APPROVAL OF THE BILLS: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the bills list as presented in the amount of \$93,913.74, motion carried.
6. OTHER PERTINENT BUSINESS:
 - a. Mr. Taylor noted Restuccia will be starting the replacement of the curbing around the flag area.
 - b. Mr. Taylor noted that someone vandalized the large pavilion garage door with graffiti since it had been newly painted.

Meeting adjourned at 7:34 pm

Respectfully submitted

Linda J. Zimmerman
Secretary