

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 11, 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 Cory Dillinger; Engineer Adam Smith; Zoning Officer Monica Love; and Chief Thomas. Patrons in attendance: 23

**PUBLIC COMMENT:**

1. ELWOOD DEEG/STEVE DEEG - LONG LEVEL RD – Commented on the FEMA floodplain regulations being enforced by the Township. Ms. Love explained that FEMA performed an audit of the township and now we are required to monitor those new requirements from FEMA. This includes approval and inspections of all properties in the floodplain which must be completed by the end of the year. If we don't comply, FEMA will remove the township from the flood insurance program which could jeopardize township residents from obtaining flood insurance.
2. KEITH RODGERS – CALVARY CHURCH ROAD – Further questioned the requirements for a port-o-pot on a permanent structure within a floodplain.
3. SUPERVISOR YAKUBOWSKI – SPEED COMPLAINT: Supervisor Yakubowski informed the Board that he received a complaint from a resident about cars speeding on Abel Road near the old Creekside Stables. The Chief is aware of that area and will monitor that situation.
4. VALERIE WOODRING: Commented on an accident involving her daughter at the intersection of Prayer Mission Rd/Craley Rd/Snyder Corner Road. She asked the Board to look into making that a 4-way stop. The Board responded that a speed study was performed in 2021 and that is why we installed the road markings. Staff will review the traffic study and get updated accident information and determine if another study is warranted.

**APPROVAL OF MINUTES – APRIL 13, 2023:** Motion by Supervisor Rohrbaugh, seconded by supervisor Yakubowski to approve the minutes with one revision to Other Pertinent Business - Comp Plan Update: to revise “will be provided to the Board in May” to “will be targeted to be delivered to the Supervisors in May” motion carried.

**STORMWATER PRESENTATION – ADAM SMITH, C. S. DAVIDSON:** Mr. Smith provided a review of the MS4 stormwater requirements. The Township renewed its 5-year waiver with DEP. However, the staff continues the MS4 administration and inspections.

**REPORTS:**

1. POLICE: Chief Thomas submitted his report.
  - a. The new police truck is now fully in service.

- b. Announced Law Enforcement Week is next week. May 14 - 20.
  - c. York County and York Police Heritage Museum hosted the Annual Fallen Officer Memorial service held on May 5<sup>th</sup>.
2. MANAGER: Ms. Cunningham submitted her report.
- a. Savvy Citizen - total number of subscribers is now at 274.
  - b. Police uniform allowance – Any non-police items must be approved by the Chief and/or Board of Supervisors. There is a request for the purchase of exercise equipment/weights to be used at home if the officer chooses. The Board agreed to allow the purchase.
  - c. “Support your Police” signs –Chief is currently researching costs for printing of these signs. Some other departments have done this as a fundraiser.
  - d. Announced an opening on the Planning Commission. If anyone knows someone who would like to serve, please let them know to complete the application and submit it to the Township.
3. SOLICITOR: Atty. Herrold submitted his report.
- a. Games of skill – Mr. Rohrbaugh questioned the games of skill issue that was raised by the Planning Commission. Atty. Herrold recommended waiting to see how the state legislature votes on this issue because if we impose any regulation, it may be preempted by action of the state legislature.
4. ENGINEER: Mr. Klinedinst submitted his report.
- a. Final application for payment for salt storage shed. The retainage amount is \$1,500.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
7. EMERGENCY SERVICES: Reports were received from EMA, CVAC/LifeTeam, East Prospect Fire Co., Craley Fire Co., and Yorkana Fire Co.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report for review and noted the May meeting was cancelled. Ms. Cirilo introduced Jim Hollingshead, who runs the open gym for basketball. They currently hold open gym 3 nights a week.
- a. Mr. Hollingshead stated they are doing very well and would like to add a league and expand the youth program for 3<sup>rd</sup> to 8<sup>th</sup> graders, which may grow into a league also.
  - b. Mr. Hollingshead thanked the Board for the new gym floor. He is requesting the addition of the 3-point line on the small side courts. They are looking to organize a fundraiser for the cost of these markings. The Board asked staff to look into costs for the 3-point line markings.
  - c. Approached by youth basketball EYYBO program to transition into the Rec Authority which will happen in 2023/2024. These are kids in kindergarten through 6<sup>th</sup> grade.
  - d. Youth Lacrosse will come under the EYRA next spring.
  - e. Ms. Cirilo noted that the EYRA is adding 3 additional softball teams this year because of the large turnout at sign-ups.

## ZONING:

1. YORK COUNTY HARLEY DAVIDSON OWNERS ASSOCIATION – REQUEST TO HAVE ALCOHOL AT AN EVENT: Mr. Townsend was present to request the township acknowledge a special temporary permit from the PLCB for the Steam-O-Rama property in order to hold their Rock & Blues Festival. This event raises money for the Child Life Services of Hershey. This event will take place next year. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the event next year with the understanding this will be counted as one of the events for 2024, motion carried.
2. COOL CREEK ROAD CROSSING – DISCUSSION: Chairman Shock read a letter that will be given to the Eastern York School Board regarding the unwillingness of the school board to engage in conversations with the developer and PADOT for a safe crossing route on Cool Creek Road from the River Ridge Hills development across from the high school. Ms. Love provided a conceptual drawing of a smart crosswalk system which is an in-roadway warning light system. The Board and staff will attend a meeting to discuss their concerns and possible solutions on May 16, 2023.
3. SOLAR ENERGY ORDINANCE – DISCUSSION: Ms. Love noted that the Planning Commission and Engineer along with staff crafted a solar energy ordinance and provided a draft for the board to review. This stand-alone ordinance will apply to larger solar projects of more than 2 acres and require buffer yards, setbacks, fences, stormwater management and protection of prime ag soils. If the Board is interested in this ordinance staff requests the board to forward a copy to our solicitor and engineer for review. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to forward a draft to the solicitor and engineer for review, motion carried.
4. ZONING AND COMP PLAN UPDATE: Ms. Love reported that a draft comp plan was not forwarded to the Planning commission in April but will be ready for review in May. The planning commission discussed future land use and the existing non-conforming residentially used properties within the AG district. The main issue is the lots may be .5 acre in size and are limited to 20% maximum lot coverage and required to have 35' front setback and 25' side and rear setbacks, which makes it difficult for any additions or accessory structures to fit. Also due to their location in the AG district, these lots are permitted to have 20 livestock animals on-site regardless of size, weight, or grazing requirements and can rarely meet the required 50' setback for animal shelter. The thought is to add text to the Zoning Ordinance making allowances for the existing non-conforming parcels only. This would apply to building setbacks, lot coverage and possibly keeping of livestock for self-sustenance only and not allow for any additional non-conformities or additional lots of this nature.

## OLD BUSINESS:

1. DONATIONS – TABLED FROM APRIL AND 2023 DONATIONS: Staff is asking direction from the Board on how to distribute the Yorkana Fire Co. 2022 donation since they merged with SAFER. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to rescind the disbursement of the 2022 Yorkana Fire Co donation approved at the March meeting, motion

carried. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to distribute the 2022 Yorkana donation as follows; 50% to Craley Fire Co., 35% to East Prospect Fire Co., and 15% to Yorkana Fire Co., motion carried. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to distribute the 2023 donations as presented except for the Yorkana Fire Co. portion being split in half with 50% to Craley Fire Co. and 50% to East Prospect Fire Co., motion carried.

2. GRANT WRITER – CONTRACT: Atty. Herrold reviewed the contract for the grant writer and noted the contract is for 4 grants per year and if they are successful in obtaining the grant, they will receive additional fees according to a sliding scale. The Board asked staff to check with Windsor and Hellam Townships to see if their contracts included the same standard fees.

NEW BUSINESS:

1. RESOLUTION 2023-10 – TOWNSHIP RECORDS DESTRUCTION: Ms. Zimmerman provided a list of records to be destroyed since they are obsolete according to the PA Records Retention Act. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the records for destruction, motion carried.
2. RESOLUTION 2023-11 – POLICE RECORDS DESTRUCTION: Ms. Zimmerman provided a list of Police records to be destroyed according to the PA Records Retention Act. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the destruction of the police records, motion carried.
3. APPROVAL OF BILLS: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as listed in the amount of \$103,842.80, motion carried.
4. OTHER PERTINENT BUSINESS: NONE

The meeting adjourned at 9:00 pm.

Respectfully submitted,

Linda J. Zimmerman  
Secretary