

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
FEBRUARY 9, 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: 16

Chairman Schock announced that an executive session was held on January 16th and before the meeting tonight for personnel issues.

PUBLIC COMMENT:

1. PPL – Mark Burkhart: Mr. Burkhart introduced himself as the new contact for PPL for forestry or power service concerns. Mr. Burkhart announced tree trimming along the circuit is scheduled in 2024. This is done on a 5-year schedule. Supervisor Rohrbaugh questioned the outages during Christmas and New Years and asked if he had any answers. Mr. Burkhart responded those issues are currently being investigated and will let the Board know when he receives an answer.

APPROVAL OF MINUTES – January 3, 2023: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the minutes as presented, motion carried.

REPORTS:

1. **POLICE:** Chief Thomas submitted his monthly report and the 2022 Year End report.
 - a. Continuing the search for the missing person, Kadin Black.
 - b. Local churches donated money for the purchase of a riot shield for the department.
 - c. Provided an update on the two new vehicles. New explorer is fitted and on the street. The truck is waiting for the MDC from County to be installed.
 - d. Supervisor Rohrbaugh questioned the number of narcotic incidents. Chief Thomas noted that we have been hitting hard on narcotics incidents.
2. **MANAGER:** Ms. Cunningham submitted her report for review.
 - a. Received quarterly franchise fee payment of \$29,281.96 from Comcast.
 - b. We have purchased new chairs for the meeting room and the old ones were placed on MuniBid.
3. **SOLICITOR:** Atty. Herrold submitted his report.
4. **ENGINEER:** Mr. Klinedinst submitted his report.
 - a. River Ridge Hills is requesting for a modification of what the Board approved for paving. They want to increase the stone base and place less binder. The Board agreed to the modification since they will not be giving up any structural integrity. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the modification as presented, motion carried. Mr. Klinedinst stated that when we amend the specifications, this will be an accepted option.
 - b. Schedule road check in February to provide road projects for 2023.

- c. Provided an estimate for the purchase and installation of the flashing signage at Craley Fire Co of \$39,750.00. At this time the Board is not interested, but will research for any grants available.
5. HIGHWAY: Mr. Miller provided his report.
6. BUILDING MAINTENANCE: Mr. Taylor provided his report.
7. EMERGENCY SERVICES: Received reports from CVAC/LifeTeam, East Prospect Fire Co., Yorkana Fire Co.(Decembers report), and Craley Fire Co.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Supervisor Rohrbaugh informed the Board they approved the auditing firm Sager Swisher to perform their audit.

ZONING:

1. YORK CO. HARLEY DAVIDSON OWNERS ASSOCIATION – REQUEST TO HAVE ALCOHOL AT AN EVENT: Mr. Townsend requested the Township acknowledge their second Special Occasion Permit from PLCB for 2023. They will apply for a special occasion permit from the PLCB and need approval from the Township to allow alcohol. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the event on May 27th with alcohol, motion carried. Chairman Schock voted no.
2. Fishing Creek Rd property: This property is going through planning review in Chanceford Township. Chanceford Township is asking the Board for a letter acknowledging that Lower Windsor Township will not need to review. The Board agreed to send a letter stating Chanceford has full responsibility to review the plan as long as property lines and access to the property will not be impacted.
3. 5130 East Prospect Road: Zoning Hearing Board application to change to industrial storage, however there will be no waste stored at this site.
4. Request to increase Zoning Hearing Application Fee to \$500 plus \$100 for each additional request. This will be on the agenda at the March meeting.

OLD BUSINESS:

1. REAPPOINTMENT OF PLANNING COMMISSION MEMBER: In error, Hollis Bedell and Kelly Skiptunas' term expiration dates were switched and we appointed Kelly Skiptunas to another 4-year term, however it should have been Hollis Bedell that should have been reappointed. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to rescind the previous motion to appoint Kelly Skiptunas and make a motion to appoint Hollis Bedell to another 4-year term, motion carried.

NEW BUSINESS:

1. RESOLUTION 2023-07 – EXONERATE TAX COLLECTOR: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the resolution to exonerate the Tax Collector in order to send the outstanding tax bills to a collection agency, motion carried.
2. RESOLUTION 2023-08 – POLICE RECORDS DESTRUCTION: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the resolution for the destruction of records as listed, motion carried.
3. RECREATION AUTHORITY MEMBER APPOINTMENT: Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to appoint Matt Flinchbaugh as a Lower Windsor Township representative, motion carried.
4. HIGHWAY DEPT – VEHICLE CAMERA AND GPS: Mrs. Zimmerman provided information on a GPS/Dash camera system by Verizon Connect. This will provide 5 cameras to the highway

department, one for each vehicle. The quote is \$224.50/month totaling \$2,694.00 a year. These cameras will be used for liability purposes such as providing video footage of accidents and plowing and road maintenance incidents. Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the purchase, motion carried.

5. SAVVY CITIZEN – COMMUNICATION FOR RESIDENTS: Mr. Cunningham provided information on this communication tool which could be used to inform residents of upcoming meetings, road closures, community events, weather alerts, and recreation events. This would be an alternative to having a Facebook page. The monthly subscription is \$229 and the annual subscription is \$2,519 which is equal to one free month per year. This purchase will come from the ARPA fund money. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the system till the end of the year, motion carried.
6. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Supervisor Yakubowski to approve the bills in the amount of \$160,309.78 as presented, motion carried.
7. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 7:39 pm

Respectfully submitted,

Linda J. Zimmerman,
Secretary