

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
JULY 11, 2024
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 George Yakubowski at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisors Phil Rohrbaugh and Barry Strayer; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Zoning Officer Monica Love; Chief Thomas and Engineer John Klinedinst. Patrons in attendance: 23

PUBLIC COMMENT:

1. BRAIN MCMULLEN - 1616 PRAYER MISSION ROAD: Mr. McMullen asked the Board to place an ordinance to ban bamboo within the Township. He has a neighboring property whose bamboo is encroaching on his property as well as providing a habitat for all kinds of animals and rodents. Currently the state is working to place bamboo on the invasive list and he is asking the Board to consider it as well.
2. ELWOOD DEEG – LONG LEVEL RD: Mr. Deeg was here to request a change in the floodplain ordinance to allow port-o-pots along the river. Ms. Love stated this all comes from FEMA and DEP which the Township must enforce.

APPROVAL OF MINUTES – JUNE 13, 2024: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
 - a. The National Night Out will be held August 6, 2024.
 - b. New vehicles – one in service, the other waiting for upfit parts.
 - c. Chief Thomas presented Molly Miller, secretary for the police department, with a plaque for her service of 20 years.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Noted an employe from the Highway Department has resigned and interviewed candidates and is hoping to hire someone soon.
 - b. Savvy Citizen is now up to 953 subscribers.
 - c. The engineering firm working on the bridge over Cabin Creek on Rt. 624 contacted the Township regarding an MOU stating the roads they use for the detour will be returned as they were prior to the project. The planned work is to take place February – May of 2027. The firm will be providing a MOU in the future.
3. SOLICITOR: Atty. Herrold submitted his report.
4. ENGINEER: Mr. Klinedinst submitted his report.
 - a. Noted the survey for the Hellam/Lower Windsor Township boundary project will begin.

- b. Fishing Creek Road – Meeting held with staff that verified erosion and unsafe condition of river/road edge. Currently the road is closed. Obtained an emergency permit from DEP to proceed with repair work. Recommended signage was determined. Highway did an excellent job with the work so far.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
7. EMERGENCY SERVICES: Received reports from Craley Fire Co., Yorkana Fire Co., East Prospect Fire Co., CVAC/LifeTeam, and EMA.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. The Board asked Ms. Cunningham to communicate with Mr. Cirilo on additional fees to charge the Young Knights organization for use of the Rexroth Park fields.

ZONING:

1. FIELDS AT EAST PROSPECT – TEXT AMENDMENT – AUTHORIZE TO ADVERTISE: Ms. Love provided a copy of the text amendments for Section IV Conservation by Design. The text amendments were reviewed by the Lower Windsor Township Planning Commission and York County Planning Commission. Both commented favorably on the changes. Supervisor Rohrbaugh questioned if we had a benchmark for this change. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to authorize the advertisement for a public hearing and adoption of the text amendments at the August meeting, motion carried.
2. Ms. Love demonstrated new modern technology in the meeting room. The tv's will allow the Board, staff, and audience to observe the meeting agenda, subdivision plans, and access to Township mapping, etc. during meetings.

OLD BUSINESS:

1. ARPA FUND: Ms. Zimmerman provided an updated spreadsheet on the proposed expenditures for the ARPA funds which need obligated by December 31, 2024. We have received grant money for police in-car cameras, traffic signal for Craley Fire Co. and door security system, which the Township will match with ARPA funds. A truck for the highway department is on the list and Ms. Cunningham asked for authorization to order the highway truck. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to authorize the purchase of the highway truck with utility bed, motion carried.
2. SUSQUEHANNA AREA SENIOR CENTER – DISCUSSION OF RENT: Mr. Cohen spoke to the Board explaining the financial challenge they are experiencing and asked for the Township to amend the contract and remove the \$250 monthly utility fee they pay to the Township. After discussions, Supervisor Strayer motioned to authorize Atty. Herrold to amend the contract by removing the \$250 monthly utility fee, seconded by Supervisor Yakubowski, motion carried.
3. FISING CREEK ROAD – RATIFY DECISION TO CLOSE THE ROAD AND THE EXPENDITURES FOR THE PROJECT: Motion by Supervisor Strayer, seconded by Chairman Yakubowski to ratify the decision, motion carried.
4. 800 MILLERS SPRING ROAD – UPDATED QUOTES ON SIGNS AND GUIDERAIL: Ms. Cunningham provided updated quotes for signs and guiderail for Millers Spring Rd. Ms. Cunningham noted the quote of \$15,216.00 for guiderail is expensive and questioned where

the money will come from since this was not a budgeted item. Ms. Zimmerman noted that we could use general fund money from street maintenance, but then that is less money we need for other items that need to get done. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the installation of the signs and re-evaluate the guiderail next year, motion carried.

NEW BUSINESS:

1. **DONATIONS:** Ms. Zimmerman asked for approval for disbursement of donations to other service organizations as budgeted. Eastern York Forest Fire Crew - \$1,150.00, Kaltreider-Benfer Library - \$2,000.00, and York Co. Quick Response Team - \$300.00. Motion by Supervisor Strayer, seconded by Chairman Yakubowski to approve the donations for distribution as noted, motion carried.
2. **REQUEST FOR TRAFFIC STUDY:** A resident contacted Ms. Love who requested a traffic study on Knights View Road due to the increased traffic from the new subdivision. This resident also noted that during the summer, this road is used heavily in getting to and from the river. Mr. Klinedinst believes that the school district had one completed with the new high school addition. He also mentioned the school district was preparing to perform one back in 2020 before COVID but does not think the school completed. Mr. Klinedinst stated this type of traffic study could cost between \$25,000 – \$50,000. The Board authorized Ms. Cunningham to send a letter to the school district inquiring about any traffic studies they may have, specifically the intersection of Cool Creek Rd. and Knights View Rd.
3. **APPROVAL OF BILLS:** Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the bills as listed in the amount of \$101,799.44, motion carried.
4. **OTHER PERTINENT BUSINESS:** Mr. Barry Miller, a previous Supervisor, thanked the Board for their hard work as supervisors making decisions for the best of the community.

The meeting adjourned at 8:16 pm.

Respectfully submitted,

Linda J. Zimmerman, Secretary