

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
DECEMBER 11, 2025
6:30 PM

The Lower Windsor Township Board of Supervisors held their meeting at the Township Community Building at 2425 Craley Road, Wrightsville, PA. The meeting was called to order by Vice Chairman Rohrbaugh at 6:30 pm. with a pledge to the flag. Also present at the meeting were Supervisors George Yakubowski (virtually), and Barry Strayer; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Zoning Officer Monica Love; Solicitor Eric Holey; Engineer John Affriol and Cpl. Shaun Dickmyer. Chief Thomas and Atty. Herrold were absent. Patrons in attendance: 9

PUBLIC COMMENT:

1. Steven Martinez, SPCA – Mr. Martinez was here to summarize the animal services agreement with the SPCA noting they provide essential services to the Township such as shelter, control of population, vaccinations, and enforcement of cruelty/neglect laws. Mr. Martinez also noted they changed the intake policy, at the request of several municipalities, to allow residents to drop off stray dogs.

APPROVAL OF MINUTES – NOVEMBER 13, 2025: Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE: Cpl. Dickmyer summarized the report.
 - a. Cpl. Dickmyer thanked Ofc. Neff for his outstanding detective work on a child rape case. The defendant was convicted and will be serving time.
 - b. Shop with a Cop program will be held on December 13, 2025. We receive many donations from the community for this event.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Reminded the board the Re-organization meeting will be held on Monday January 5, 2026 at 6:30 pm.
3. SOLICITOR: Atty. Holey mentioned they are working on the amusement agreement for the Hellam carnival. Supervisor Rohrbaugh added the agreement needs to be stronger so we are not held liable for any incidents.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Supervisor Rohrbaugh asked when the next inspection of River Ridge Hills will be done. Mr. Affriol noted the developer schedules those when progress has been made on specific improvements.

- b. Ms. Love contacted the River Ridge Hills developer regarding parking on both sides of the street which inhibits emergency vehicle access. Since this road is considered a private access, the township can not proceed with any action until the roads are adopted by the Township.
- 5. HIGHWAY: Mr. Miller submitted his report.
- 6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
 - a. Supervisor Rohrbaugh asked if Mr. Zimmerman could provide a detail report of the issues with gym usage by EYRA.
- 7. EMERGENCY SERVICES: Reports were received from Craley Fire Co., East Prospect Fire Co., SAFER/Yorkana Fire Co., LifeTeam, and Red Lion Ambulance Association. Discussion took place on the manpower of our fire departments that service the Township.

ZONING:

- 1. UTILITY GRADE SOLAR DISCUSSION IN THE AG DISTRICT: Ms. Hertz from Crow Holdings Renewables asked the Board if they would consider a text amendment to the ordinance to permit commercial solar panels within the ag district consisting of prime soils.

OLD BUSINESS:

- 1. RESOLUTION 2025-20 – ADOPTION OF 2026 BUDGET: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to adopt the 2026 budget, motion carried.
- 2. ORDINANCE 2025-02 – VOLUNTEER TAX CREDIT ADOPTION: This will enact tax credits for volunteer fire companies and nonprofit emergency medical service agencies. Motion by Supervisor Strayer, seconded by Chairman Yakubowski to adopt Ordinance 2025-02, motion carried.
- 3. RESOLUTION 2025-21 – VOLUNTEER TAX CREDIT: This resolution will establish the criteria for qualification in the volunteer service tax credit program. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve Resolution 2025-21, motion carried.
- 4. ORDINANCE 2025-03 – BOUNDARY LINE – AUTHORIZE TO ADVERTISE: Tabled till January.
- 5. YCSPCA AGREEMENT – TABLED FROM NOVEMBER: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the YCSPCA agreement, motion carried.

NEW BUSINESS:

1. RESOLUTION 2025-22 – ENACTMENT OF TAXES FOR 2026: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the enactment of taxes for 2026, motion carried.
2. RESOLUTION 2025-23 – POLICE RECORDS DESTRUCTION: Motion by Supervisor Strayer, seconded by Chairman Yakubowski, to approve the destruction of police records as listed, motion carried.
3. ORDINANCE 2025-04 – STREET OPENINGS AND EXCAVATION – AUTHORIZE TO ADVERTISE: Motion by Supervisor Strayer, seconded by Chairman Yakubowski, to approve the advertisement of Ordinance 2025-04, motion carried.
4. FURNACE ROAD BRIDGE – DRAWINGS AUTHORIZING ACQUISITION OF RIGHT-OF-WAY: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the plan for acquisition of rights of way on Furnace Road, motion carried.
5. DEPUTY TAX COLLECTOR – APPOINTMENT OF DEPUTY TAX COLLECTOR: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to appoint Randee Scritchfield as Deputy Tax Collector, motion carried.
6. APPROVAL OF BILLS: Motion by Supervisor Strayer, seconded by Chairman Yakubowski to approve the bills list as presented in the amount of \$46,845.28, motion carried.
7. OTHER PERTINENT BUSINESS:
 - a. Ms. Love reported that she condemned a house on Sam Spur Drive due to fire damage. This property also housed an illegal cat rescue.
 - b. Ms. Love reported that the Zoning Hearing Board approved exceptions for River Ridge Hills development. Atty. Herrold attended to relay the Boards views. There was discussion between a property owner and developer on these changes, and they decided they will work to reach an agreement with their issue. Supervisor Rohrbaugh requested Ms. Love to send a letter to developer detailing the discussion of cooperation with property owner.
 - c. Ms. Love reminded the Board of the January 29, 2026, meeting with residents of Windsor Heights to discuss the stormwater issue at Country Lane.

Meeting adjourned at 8:10 pm.

Respectfully submitted

Linda J. Zimmerman, Secretary