

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
JULY 10, 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 Chairman Yakubowski at 6:30 pm. with a pledge to the flag. Also present at the meeting were Supervisors Phil Rohrbaugh (virtual) and Barry Strayer; Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Zoning Officer Monica Love; Solicitor Andrew Herrold; Engineer John Affriol and Chief Thomas. Patrons in attendance: 9

PUBLIC COMMENT:

1. KEN MARX – EASTERN YORK SCHOOL DISTRICT – REQUEST REDUCTION IN PERMIT FEES: Mr. Marx explained the school is planning for replacing the turf and track field and noted the permit fees will be over \$11,000. He also requested instead of a bond could they establish an escrow account at PLGIT. Mr. Rohrbaugh questioned if the school board has discussed the crosswalk from River Ridge Hills development to the school property. Mr. Rohrbaugh is asking the school district to be more aware of safety concerns for the students with safety as a priority over sports, especially for the crosswalk. The Board supports the waiver of the permit fees but is asking for a letter of support for the grant application for the crosswalk. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to waive the fees upon condition of receiving a commitment letter from the district in support of the crosswalk grant application, motion carried.

APPROVAL OF MINUTES – JUNE 12, 2025: Motion by Supervisor Yakubowski, seconded by Supervisor Strayer to approve the minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
  - a. National Night Out will be held on Aug. 5, 2025, at Rexroth Park from 5:00 – 7:30.
  - b. Attended the East Prospect Car Show and sold additional t-shirts.
  - c. Don Hopple from SAFER questioned the process for call outs for down trees. He explained that from the recent storms we had trees down and the fire company was called out, however they did not have the equipment to remove the trees and had to call the highway department. A suggestion was made to contact the highway department on these matters since they have the right equipment to remove the trees.
2. MANAGER: Ms. Cunningham submitted her report.
  - a. Installed 2 new flags out front for commemorating the 250<sup>th</sup> Anniversary of the United States of America, the 275<sup>th</sup> Anniversary of York County, and the 250<sup>th</sup> Anniversary of the Articles of Confederation.
  - b. There is a second meeting scheduled for July 31, 2025. Does the Board wish to cancel since we have no items to discuss? The Board agreed to cancel.
  - c. Our office vehicle broke down this week. Does the Board want staff to get an estimate for the repairs? The Board agreed to have staff obtain an estimate from Den's.
3. SOLICITOR: Atty. Herrold submitted his report.
4. ENGINEER: Mr. Affriol submitted his report.
  - a. Mr. Affriol announced that CSD is holding a Client Appreciation Night at the ballpark which is scheduled for August 20, 2025. Invitations will be forthcoming.
  - b. Supervisor Rohrbaugh questioned if the Kreutz Creek water issues relate to the requirements of the MS4 program. Mr. Affriol explained it is not.
5. HIGHWAY: Mr. Miller submitted his report.

6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
7. EMERGENCY SERVICES: Reports were received from Craley Fire Co., East Prospect Fire Co., SAFER, and Red Lion Ambulance. An East Prospect Fire Co. representative thanked the Board for their donation of the Jeep.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.

## ZONING

1. Ms. Love notified the Board of a sewage spill on Long Level Road that was reported to DEP. The spill has been cleaned up.

## OLD BUSINESS:

1. REMOVAL OF TRAFFIC HAZARDS BY OWNER – TABLED FROM JUNE: This is the matter of newly planted trees along Cool Creek Road that are blocking the safe exit from the neighboring driveway. The property owner was contacted to remedy the situation with no solution made to move/remove the trees. Atty. Herrold researched the law and stated it is a relatively weak law. A lengthy discussion continued. By Board consensus, they authorized Atty. Herrold to draft a letter to the property owner explaining the issue of how this is impacting traffic as well as school traffic and if not resolved it may lead to legal action.
2. COUNTRY LANE: This is the stormwater management issue on Country Lane. Mr. Affriol contacted a contractor for an estimate on the repair/replacement of the pipe and restoration of the basin. Discussion took place on the responsibility of the property owner and Township. Could we assess stormwater fees to property owners or place the responsibility solely on the property owner . Atty. Herrold would like to review further and provide recommendations to the Board. Supervisor Rohrbaugh also noted we need to establish a policy for the maintenance of these stormwater management areas. The Board tabled this item.

## NEW BUSINESS:

1. DONATIONS – JULY DONATIONS: Ms. Zimmerman is requesting approval to distribution donations for the other service organizations that service the Township. Eastern York Forest Fire Crew - \$1,150.00; Kaltreider-Benfer Library - \$2,000; and Quick Response Team - \$300.00. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the distribution of the donations as presented, motion carried.
2. WATER TECHNICAL ASSISTANCE PROGRAM- PROPOSED LETTERS TO RESIDENTS: Ms. Love and Ms. Cunningham have been working with the Lower Susquehanna Riverkeeper, the Water Center at Penn and RCAP Solutions to navigate the complex challenges and to address the issues facing our residents regarding PFAS. We are requesting authorization for a letter and survey to be sent to property owners on Gun Club Road and a similar letter to be sent to other property owners in the Township. The letter will explain the concerns the Township has and our plan of action. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the letter/survey to be mailed to township residents, motion carried.
3. BOARD OF APPEALS – ALLOW THE YORK COUNTY UCC BOARD OF APPEALS TO CONTINUE TO ACT AS THE DESIGNATED BOARD OF APPEALS FOR THE TOWNSHIP: This is to revise the criteria for Board membership and an amendment to the Intergovernmental Cooperation Agreement between York County and the Township. This will allow the York County UCC Board of Appeals to act as the designated Board of Appeals for the township in an event of an appeal. Motion by Chairman Yakubowski, seconded Supervisor Rohrbaugh by to approve the amendment, motion carried.
4. RESOLUTION 2025-12 – MODIFYING THE INTERGOVERNMENTAL COOPERATION AGREEMENT: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve Resolution 2025-12, motion carried.
5. RESOLUTION 2025-13 – DCED GRANT: This is for the grant application for the proposed crosswalk on Cool Creek Road for students to cross from River Ridge Hills to the school property. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve Resolution 2025-13, motion carried.

6. YORK COUNTY STORMWATER CONSORTIUM – AMENDMENT TO THE INTERGOVERNMENTAL COOPERATION AGREEMENT: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the amendment to the agreement, motion carried.
7. RESOLUTION 2025-14 – RESOLUTION TO EXTEND THE TERM OF THE AMENDED AND RESTATED INTERGOVERNMENTAL COOPERATION AGREEMENT FOR THE YORK COUNTY REGIONAL CHESAPEAKE BAY POLLUTION REDUCTION PROGRAM (CBPRP): Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve Resolution 2025-14, motion carried.
8. EASTERN YORK SCHOOL DISTRICT – REQUEST LETTER TO PENNDOT FOR BUS STOP AHEAD SIGN: This is for a newly established school bus stop on Long Level Road/Lloyds Lane. Since this is a state road, it is a PennDot requirement that the township provide a letter requesting a “Bus Stop Ahead” sign to be installed. Ms. Cunningham is asking for authorization to send a letter to PennDot. Motion by Chairman Yakubowski, seconded by Supervisor Strayer authorizing the letter to PennDot, motion carried.
9. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the bills as listed in the amount of \$57,516.49, motion carried.
10. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 8:23 pm

Respectfully submitted.

Linda J Zimmerman, Secretary