

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
MARCH 13, 2025
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 Supervisor Barry Strayer at 6:30 p.m. with a pledge to the flag. Also present at the meeting were Supervisor Phil Rohrbaugh (virtually); Township Manager Sande Cunningham; Secretary-Treasurer Linda Zimmerman; Solicitor Andrew Herrold; Engineer John Affriol; and Zoning Officer Monica Love. Chief Thomas and Chairman Yakubowski were absent. Patrons in attendance: 10

PUBLIC COMMENT:

1. HANK SMELTZER – Mr. Smeltzer provided the Board with information on Cyclopure.com which is a company that does PFAS testing on home tap water. Cyclopure.com will provide a discount through the end of March. Mr. Smeltzer has provided contact information on the company to supply residents.

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

REPORTS:

1. POLICE: Chief Thomas provided his report.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Auditors conducted an audit of the 2024 financials with no issues.
 - b. Spring newsletter is now available online.
3. SOLICITOR: Atty. Herrold provided his report to the Board.
4. ENGINEER: Mr. Affriol submitted his report to the Board.
 - a. Holding a site visit on March 18 at Fields at East Prospect and invited the Board to attend.
5. HIGHWAY: Mr. Miller provided his report for the Board.
6. BUILDING MAINTENANCE: Mr. Zimmerman provided his report to the Board.
7. EMERGENCY SERVICES: Reports were received from Craley Fire Co., East Prospect Fire Co., SAFER/Yorkana, CVAC/LifeTeam, and Red Lion Ambulance.
 - a. Ms. Cunningham noted that a Burn Ban is in effect as of March 12, 2025. During the ban, residents are prohibited from any type of open burning. Outdoor cooking on a grill or other covered device is permitted. However, fire pits are not permitted.
8. RECREATION AUTHORITY: Ms. Cirilo provided her report to the Board.
 - a. Financial statements were provided to the Board for review.

ZONING:

1. PLAN 627-25SLD, K SMITH, 507 HEFFNER RD – REVERSE SUBDIVISION AG DISTRICT: This is a 2-lot reverse subdivision on Heffner Road. Mr. Smith would like to combine the lots to build an accessory building. Mr. Smith received a variance from the Zoning Hearing Board on August 28, 2024, to exceed the required maximum two acres in the Agricultural District. The plan must address comments from the township engineer as listed in his letter and address all administrative items before plan can be recorded. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the plan subject to meeting conditions, motion carried.
2. SHORT TERM RENTAL ORDINANCE – AUTHORIZE TO ADVERTISE: Atty. Herrold stated that all outstanding issues were addressed and is ready for advertisement. Motion by Supervisor

Rohrbaugh, seconded by Supervisor Strayer to authorize the advertisement for the ordinance to be considered at the April meeting, motion carried.

OLD BUSINESS:

1. **REMOVAL OF TRAFFIC HAZARDS BY OWNER – DISCUSSION:** The Township received a response from PennDot regarding the traffic hazard on Cool Creek Road. PennDot determined that these arborvitaes do not result in sight distances less than the minimum required by PennDot. However, they stated that since the Township feels it's a safety issue, they pointed out that 67 PA C. S. §212.6 (b) also empowers local authorities on any highway within their boundary to require a property owner to remove or trim any vegetation that they feel constitutes a hazard. The Board feels this is a safety issue and asked staff to move forward with enforcement action.
Tony Williams commented that Yorkana/SAFER station on Mt. Pisgah Road has the same issue with tree obstruction and feels that it is a safety issue too. Discussion took place on solutions. The Yorkana/SAFER station representative will speak to the adjoining property owner first before the Township needs to get involved.
2. **BOUNDARY SURVEY – UPDATE:** Discussion took place on the boundary survey. Atty. Herrold asked for approval to prepare an agreement for Lower Windsor and Hellam Township to sign, which will include the court order from 1994 legal boundary survey. Mr. Affriol noted that 4 monuments will need to be replaced and 2 of those will need to be custom inscribed at a total cost of \$2,300 for the 4 monuments. The Board agreed by consensus to have Atty. Herrold prepare the documents for the boundary line survey plan results.

NEW BUSINESS:

1. **APPROVE ROAD PROJECTS:** Mr. Affriol, Mr. Miller and Supervisors Strayer and Yakubowski met to evaluate our Township roads to determine our road projects for this year. Mr. Affriol provided a list and estimated costs for the road projects. He also determined the priority projects and noted that the tree removal on Furnace Road is one of the priority projects that need to be completed. We have budgeted \$200,000 for paving and \$100,000 for oil & chip this year. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the road projects, motion carried. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the material bid advertisement, motion carried.
2. **AWARD LINE PAINTING BID:** Ms. Cunningham noted that we are in a co-operative with 5 other municipalities for line painting. The successful bidder was D E Gemmill at a price of \$.149 per lineal foot. Staff recommend that the Board enter into the cooperative line painting bid agreement with DE Gemmill. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the line painting bid through the cooperative to D E Gemmill at \$.149 per lineal foot, motion carried.
3. **APPROVAL OF BILLS:** Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the bills as listed in the amount of \$63,494.60, motion carried.
4. **OTHER PERTINENT BUSINESS:** Ms. Zimmerman asked for clarification on the Boundary Line discussion if we needed a motion to authorize Atty. Herrold to prepare the agreement. Atty. Herrold said they agreed by consensus and that was sufficient.

Meeting adjourned at 7:35 pm

Respectfully submitted.

Linda J. Zimmerman
Secretary