

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
MAY 8, 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 Chairman 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 Cory Dillinger; Engineer John Affriol; and Chief Thomas. Zoning Officer Monica Love and Solicitor Andrew Herrold were absent. Patrons in attendance: 32

Chairman Yakubowski announced an executive session was held before the meeting regarding personnel matters.

PUBLIC COMMENT:

1. RYAN GRANVILLE, Project Engineer, 624 Long Level bridge project: Mr. Granville provided an update to the PennDOT's bridge rehabilitation project on Long Level Road. The bridge crosses over Cabin Creek. The project is in the preliminary phase and will begin final design later this year. The anticipated construction is early 2027. Mr. Granville said you can access the plans and make comment on PennDOT's District 8 website.
2. HANK SMELTZER – Commented on the landfill and asked about the projected timetable for the landfill. Mr. Rohrbaugh mentioned that the landfill is not looking to expand into Lower Windsor, however it was heard that they are looking to expand into Windsor Twp. which may extend the life of the landfill.

APPROVAL OF MINUTES – APRIL 10, 2025 – Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the April minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
 - a. National Recognition for Fallen Officers held May 5, 2025, in Washington DC. York will hold a service tomorrow for the fallen officers of York County.
 - b. Ofc Neff received a Certificate of Merit for assisting Hellam Township with a call for a barricaded gunman near John Wright restaurant. Ofc. Neff assisted with providing pertinent information about the gunman.
 - c. Chief Thomas presented Sgt. Leach and Ofc. Miller with the Lifesaving Award for administering first aid/CPR to a newborn who was unresponsive.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Tree planted in Rexroth Park by a resident in dedication to a loved one.
 - b. Questioned if the Board would like to hold the May 29th Board meeting. The Board has agreed to cancel the meeting.

3. SOLICITOR: Atty. Herrold submitted his report. Atty. Dillinger reported that the boundary line agreement is being drafted.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Noted that PennDot expressed the tree removal in question is not needed to move forward with the Furnace Road bridge repair project.
 - b. The waiver for the MS4 will continue. Mr. Rohrbaugh questioned the requirements for the waiver.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
7. EMERGENCY SERVICES: We received reports from Craley Fire Co., SAFER/Yorkana, East Prospect Fire Co., Red Lion Ambulance, EMA, and LifeTeam.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. The population of kids who participate continues to grow.

ZONING

1. FIELDS OF EAST PROSPECT – SKETCH PLAN REVIEW: Ms. Aislynn Herbst was here to present the sketch plan for the Fields of East Prospect. The plan now is different from the previous design. There is no development proposed in East Prospect Borough and the tract has a total development area of 47.49 acres and is proposing 134 single family detached homes and one commercial lot.
2. CALVARY BIBLE CHURCH – REQUEST REDUCTION OF PERMIT FEES: Paster Rodney Pearce was here to request a reduction of permit fees for the church addition. The permit fees are \$11,570.00. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to reduce the fees of normal charges by 50%, motion carried.
3. PLAN 628-25SLD, E BUSER – 981 MILLERS SPRING ROAD – REMOVE RESIDENTIAL LOT FROM RESIDUAL FARM, AG DISTRICT: This is a final subdivision plan. The existing house and outbuildings on the eastern side of the road, as well as the garage on the western side of the road are to be a 2 acre lot separated from the farm parcel and barn. There are no proposed building lots. They are requesting 4 waivers. Section 410.20 – sewage facilities feasibility study; Section 410-24. D – plan scale; Section 410-44. A required street trees. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the waivers, motion carried. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the planning non-building waiver, motion carried. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the plan upon addressing the conditions, motion carried.

OLD BUSINESS

1. SUSQUEHANNA AREA SENIOR CENTER LEASE: Updated the contract since the Board granted relief from paying their monthly rent of \$250 which went towards their utility usage. Supervisor Rohrbaugh questioned if we receive a certificate of insurance from the senior center. Staff does not believe we have any on file but will request a copy from the senior

center upon signing of the agreement. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the execution of the agreement, motion carried.

2. REMOVAL OF TRAFFIC HAZARDS BY OWNER – DISCUSSION: Board tabled until next meeting.

NEW BUSINESS:

1. DONATIONS – 2025 DONATIONS: Ms. Zimmerman provided the board a list of the donations for distribution. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the distribution of \$43,886.24 to Craley Fire Co., \$30,720.38 to Yorkana Fire Co., and \$13,165.88 to East Prospect Fire Co. and \$250 to Veterans Parade, motion carried.
2. DCED – LETTER OF INTENT: Ms. Cunningham noted that staff met with representatives from DCED to inquire about technical assistance. However, to move forward we must sign a Letter of Intent. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the execution of the letter of intent, motion carried.
3. RESOLUTION 2025-11 – AMEND GENERAL FEE SCHEDULE: We are adding the \$500 short-term rental registration fee as discussed at the April meeting. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve Resolution 2025-11, motion carried.
4. APPROVAL OF BILLS: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills as listed in the amount of \$165,114.51, motion carried.
5. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 7:14pm

Respectfully submitted.

Linda J. Zimmerman, Secretary