

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
NOVEMBER 13, 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 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: 12

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

PUBLIC COMMENT:

1. PAUL SCANTLING: Mr. Scantling complained about 3 or 4 properties on Bull Rund Rd that need cleaned up. He has contacted Ms. Love to file a complaint about overgrown trees, junk, and a dilapidated porch roof. Ms. Love noted that we do not have a property maintenance code ordinance, which would help with enforcement or those issues. The Board would like the planning commission to review the property maintenance code to see if we could add any of the provisions into an ordinance. The fire company also noted that those buildings that are unoccupied should be boarded up.
2. PHIL BEAM – RIVER RIDGE HILLS DEVELOPMENT: Mr. Beam was here asking the Board to authorize Atty. Herrold to attend the zoning hearing board meeting to hear the proposed changes that the developer wants to make with the next phases at River Ridge Hills. The Board agreed to have Atty. Herrold attend the meeting. The fire company noted that there was a fire call on Winchester Ct. which is a cul-de-sac and does not allow enough room for fire trucks because of parking.
3. MARK KNAUB – EAST PROSPECT FIRE CO: Mr. Knaub announced that the membership voted to dissolve the fire company as of December 31, 2025, due to financial strains and volunteer decline. He encouraged members to volunteer at other companies.
4. ROB TOWNSEND – YORK CO HARLEY DAVIDSON ASSOCIATION: Mr. Townsend questioned if the Board had any questions regarding the financials that were provided. The Board questioned the purchases from Walmart. He explained they were for gift cards to Child Life Services for families to use for dinner, toys, clothes, and other items they may need. The Board requested better clarity in future financial reporting. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to allow up to 6 events for 2026, with recommitment upon yearly financial review, motion carried.

APPROVAL OF MINUTES – OCTOBER 9 AND OCTOBER 23, 2025: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve October 9 and October 23 minutes as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Supervisor Rohrbaugh questioned if we heard from the landfill on our request for monitoring reports on PFAS. Ms. Cunningham confirmed the landfill has not responded to our request.
 - b. Ms. Cunningham noted that township agreed to pay for residents' water tests because of the water quality issues. At this time, the Riverkeeper does not have enough resources to evaluate the samples and recommended using Cyclopure where residents can test and get results themselves. The total cost of the test for the existing list of residents who signed up for testing is about \$8,000. The Township will inform those on the current list of the procedure for reimbursement.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Atty. Herrold reviewed the carnival contract and strongly suggested a need for a better contract.
 - b. Boundary Line Agreement: Atty. Herrold informed the Board at the December meeting we can authorize the advertisement for a public hearing and consideration of adoption of the boundary line ordinance at the Re-organization meeting.
 - c. Fire Fighter Tax Credit is on the agenda tonight for discussion.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Mr. Rohrbaugh questioned the inspection of sidewalks at River Ridge Hills, and examine if the width of the roadway is within the approved plan.
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 Co., SAFER-Yorkana Fire Co., and EMA. Jesse Frantz noted that there will be adjustments to the boxes with no lapses in coverage to the community. Mr. Hopple from SAFER-Yorkana said they will provide any extra coverage if needed.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Ms. Cunningham attended the Rec meeting and reiterated the need for a better contract with the carnival amusement contractor.

ZONING:

1. RESOLUTION 2025-19 – PLANNING MODULE – YOU MAN: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve Resolution 2025-19, motion carried.

OLD BUSINESS:

1. AUTHORIZE TO ADVERTISE 2026 BUDGET: Board agreed to act on this after Approval of Bills.

NEW BUSINESS:

1. AUTHORIZE TO ADVERTISE 2026 MEETINGS: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the advertisement for the 2026 meeting dates, motion carried.

2. YCSPCA AGREEMENT: Discussion took place on the need to contract with York Co. SPCA. Chief Thomas expressed concern about not having somewhere to take dogs and cats and in the event of cruelty to animals York Co. SPCA provides additional services such as medical and investigative expertise, which is something our department cannot provide. The Board tabled this item until the December meeting. Supervisor Strayer will research local rescue facilities.
3. ANIMAL CONTROL SERVICES CONTRACT: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the contract with Klugh Animal Control Services, motion carried.
4. VOLUNTEER TAX CREDIT ORDINANCE – CONSIDERATION AND AUTHORIZATION TO ADVERTISE: This ordinance will provide incentives for municipal volunteers for fire companies and non-profit emergency medical service agencies by providing municipalities with the option to offer a real estate or earned income tax credit to active members of these agencies through a volunteer credit program. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to authorize the advertisement of the ordinance and recommend a press release on this incentive program and hope the Eastern York School Board will give it serious consideration, motion carried. Mr. Hopple of SAFER-Yorkana Fire Co. thanked the Board for implementing this program.
5. VOLUNTEER TAX CREDIT RESOLUTION DISCUSSION: This will be discussed at the December meeting.
6. DONATIONS: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to split East Prospect's portion of donation to the other fire companies. Craley Fire Co. will receive 60% and SAFER-Yorkana Fire Co. will receive 40 % due to East Prospect dissolving their fire department at the end of the year, motion carried.
7. APPROVAL OF BILLS: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the bills list as presented in the amount of \$393,527.86, motion carried.
8. AUTHORIZE TO ADVERTISE 2026 BUDGET: Ms. Zimmerman provided an updated budget with changes from the Budget workshop. Motion by Supervisor Yakubowski, seconded by Supervisor Strayer to authorize the advertisement for the 2026 budget, motion carried.
9. OTHER PERTINENT BUSINESS: Supervisor Rohrbaugh thanked Ms. Love for providing the stormwater basin maintenance report which provided how other municipalities manage maintenance on stormwater basins. Supervisor Rohrbaugh questioned if it is the homeowner's obligation and are they aware of their commitment when purchasing the property. We may need to look at how we can make it a community obligation and not a single lot owner. Supervisor Rohrbaugh would like to schedule a meeting with the Country Lane development property owners to discuss the stormwater basin maintenance issue and the cost of repairs.

Meeting adjourned at 8:10 pm

Respectfully submitted

Linda J. Zimmerman,
Secretary