

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
OCTOBER 9, 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; Solicitor Andrew Herrold; Engineer John Affriol and Chief Thomas. Zoning Officer Monica Love was absent. Patrons in attendance: 10

PUBLIC COMMENT: None

APPROVAL OF MINUTES – SEPTEMBER 11, 2025: Motion by Chairman Yakubowski to approve the minutes, Supervisor Rohrbaugh seconded with amending the motion to revise the 2026 MMO obligation to include the amount of unfunded liability for the police pension plan, motion carried.

REPORTS:

1. POLICE – Chief Thomas submitted his report.
 - a. The Chief and officers offered services to those involved with the shooting at Spring Grove and attended the funeral to honor the fallen officers.
 - b. Commended Ofc Neff for arranging delivery of food to all who were part of the Spring Grove incident including dispatchers, hospital staff, and PD/Administrative staff.
 - c. Chief Thomas attended and showcased the Hummer and provided Lower Windsor Township Police items for purchase at the Hellam Car Show and Sheriff Canine Fundraiser Dinner.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Noted she sent sympathy cards and get well cards to Northern Regional and Sheriff's department from the Board and staff of Lower Windsor Township.
 - b. Reminder that budget workshop is scheduled for October 23 at 6:30.
 - c. Craley Fire Co. is requesting attendance at the Columbia Halloween Parade on October 23, 2025, and Red Lion Parade on October 28, 2025. The fire department will remain staffed during those events. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the attendance to the parades, motion carried.
 - d. A second meeting is scheduled for October 30, 2025; does the Board wish to cancel. The Board has agreed to cancel the meeting.
 - e. Informed the Board a highway employee will be leaving at the end of October. We are currently looking for road crew with CDL.
3. SOLICITOR: Atty. Herrold submitted his report.
 - a. Coordinated with Ms. Love on the draft letter pertaining to the bamboo issue.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Began drafting the street cut ordinance and sent to Atty. Herrold for review and comment.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
7. EMERGENCY SERVICES: Received reports from Craley Fire Co., East Prospect Fire Co., SAFER, and Red Lion Ambulance. Mr. Hopple from SAFER expressed concern about the cost of equipment and

the lack of volunteers which is detrimental to fire companies. Supervisor Rohrbaugh brought up the volunteer tax credit and how to implement it, however, it may be difficult to get the school district to join. Supervisor Rohrbaugh volunteered to contact school board members to discuss this issue. The Board asked Atty. Herrold to prepare a draft of a volunteer tax credit ordinance for review.

8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Installation of hand-dryers in lower-level bathrooms.
 - b. Painting of the Pickleball lines is complete.
 - c. The authority is continuing to examine risk management for taking over the Hellam Carnival as a fundraiser.

ZONING:

1. PLAN 629-25SLD – YOUMANS/CROMWELL, 1185 KNIGHTS VIEW ROAD – 4 LOT SUBDIVISION PLAN- RESIDENTIAL DISTRICT: Mr. Barshinger from Site Design Concepts was here representing this final 4 lot subdivision plan. Mr. Barshinger noted they received a variance approval by the Zoning Hearing Board on September 18, 2025, for disturbance of the steep slopes for driveways and recommends the entirety of the slope be graded out. The planning module is outstanding and shall be approved by DEP prior to recording the plan. Several outstanding items remain, and any motion must include these conditions for approval. Mr. Rohrbaugh questioned if the wells are adequate because the development across the street has issues with adequate water supply and why not extend the water main out to that development. He also asked if the township could be liable for approving a plan that might not have adequate water supply for the homes. Mr. Affriol noted that water adequacy is addressed during a land development plan, which then a hydro study would be completed. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the plan upon the outstanding conditions being met, motion carried.
2. SPECIAL TEMPORARY PERMIT – 26 MEISENHELDER RD: Mr. Moya, owner of the property is requesting a special temporary permit to install a 15 x 66 mobile home. His son lives in the existing home, and he and his wife will live in the mobile home on the property. The SEO has approved the 1,000-gallon tank to serve the new dwelling and deemed the size of the existing drain field sufficient. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the special temporary permit, motion carried.

OLD BUSINESS:

1. COUNTRY LANE DISCUSSION: This is a stormwater pipe/basin that is failing. The recorded plan shows the owner of the lot is responsible for maintaining the system. However, this has never been done. Previous discussions included how to proceed to repair this failed system; should they enforce the owner to repair, initiate a “rain tax”, create a stormwater authority, or place it on the MS4 project list. The Board wants to look at all stormwater systems within the Township and find a solution to these failing systems.

NEW BUSINESS:

1. FOREIGN FIRE DISTRIBUTION: Mrs. Zimmerman informed the Board we received \$50,298.59 this year and the proposed distribution is 50% to Craley Fire Co., 25% to East Prospect Fire Co., and 25% to SAFER. Chairman Yakubowski recommends the distribution of 50% Craley Fire Co., 30% SAFER and 20% East Prospect Fire Co. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the amended distribution by Chairman Yakubowski, motion carried.

2. YORK COUNTY HARLEY DAVIDSON OWNERS ASSOC. – 2026 EVENTS: Mr. Townsend, President of York County Harley Davidson Owners Association was here to request to hold 5 – 6 events this year. Their normal events, such as Rock & Blues, Toy Run, Bingo, Memorial Run all go to charities, however they are asking for additional events to help keep their association running. Supervisor Rohrbaugh requested to view a copy of their financials. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve up to 5 events and the potential of 6 events after submittal of their financials, motion carried.
3. RESOLUTION 2025-17 – LSA GRANT FOR SAFER FIRE CO.: The SAFER Fire Co. is applying for an LSA grant and one of the requirements is support of the municipality by resolution. This resolution states support for SAFER's submission for the LSA grant. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve Resolution 2025-17, motion carried.
4. APPROVAL OF BILLS: Motion by Supervisor Strayer, seconded by Chairman Yakubowski to approve the bills list as presented in the amount of \$148,178.61, motion carried.
5. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 7:50 pm

Respectfully submitted

Linda J. Zimmerman, Secretary