

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
APRIL 9, 2026
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 George 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; Zoning Officer Monica Love; Solicitor Andrew Herrold; Engineer John Affriol and Chief Thomas. Patrons in attendance: 5

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

PUBLIC COMMENT: None

APPROVAL of MINUTES - MARCH 12, 2026: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the minutes of March 12, 2026, as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
 - a. Assisted Baltimore Co with a homicide arrest and search warrant.
 - b. Ofc Wind did an exceptional job with a home invasion case.
 - c. Chief is requesting that Colin Snyder be retained as a full-time officer after completing his one-year probationary period. Motion by Supervisor Yakubowski, seconded by Supervisor Strayer, to grant fulltime status to Colin Snyder, motion carried.
 - d. Continuing to accept applications to fill the vacant full-time officer position.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Questioned if the Board wanted to hold or cancel the April 30th meeting. The Board agreed by consensus to cancel the meeting.
 - b. Spring clean-up is scheduled for April 13th - 17th. Coupons will be available at the Township office.
 - c. Provided the Board with a packet of information on the Columbia-Wrightsville Bridge rehab project.
3. SOLICITOR: Atty. Herrold provided his report to the Board.
 - a. Informed the Board that Hellam Township passed the Boundary line ordinance.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Reminded the Board that Client Appreciation night at the Revolution stadium is scheduled for April 29, 2026, at 5:00 pm.
 - b. Road inspection was held on March 20, 2026.
 - c. Informed the Board of a grant that is available for the Country Lane basin project.
 - d. River Ridge Development - Street parking is still an issue. The developer will be reminded to stress driveway parking to residents.
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., SAFER, and LifeTeam.
 - a. Mr. Hopple noted they had a call at River Ridge, and it was a very tight squeeze because of cars parked on the street.
 - b. The York Co. Vo-Tech school is working to establish an emergency services program.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Mr. Freeman, the newly appointed representative, met with Mr. Flinchbaugh to transition the position.
 - b. Scoreboard quotes were received. Installation will be complete before the basketball season. This will be done in conjunction with replacing the gym lights.
 - c. Septic Issues: Will provide a proposal to Ms. Cunningham.

ZONING:

1. PLANNING MODULE AND NON-BUILDING DECLARATION – 2028 LONG LEVEL RD: This is a 2-lot subdivision plan with no building lots that the Board approved on March 12, 2026. Motion by Supervisor Yakubowski, seconded by Supervisor Strayer to approve the planning module and non-building waiver, motion carried.

2. DISCUSSION – CONDITIONAL USES AND PROPERTY MAINTENANCE: Ms. Love stated there are a couple of controversial uses in the Zoning Ordinance that may work better as conditional uses instead of special exceptions. The conditional use will take the burden off the Zoning Hearing Board and give it to the Board of Supervisors to review and approve. The planning commission is still reviewing and working on the property maintenance portion. The Board agreed on the Conditional uses coming before the Board for approval.

OLD BUSINESS:

1. CONTRACT WITH PRIMARY SEO- TABLED FROM MARCH: Atty. Herrold provided an updated contract for the Boards review and signature. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski, to approve the SEO contract, motion carried.
2. FURNACE ROAD BRIDGE – PARCEL 8 PAYMENT PACKAGE: A settlement was reached for Parcel 8 on Furnace Rd. Settlement documents were provided for the Chairman to sign. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to accept the settlement and authorize Chairman Yakubowski to sign the settlement documents, motion carried.

NEW BUSINESS:

1. APPROVE ROAD PROJECTS: Mr. Affriol provided a list of road projects for approval. Discussion took place on the negative impact on our roads because of the bridge repair closures that will increase township road use. Mr. Affriol noted that PADOT usually compensates for that. Mr. Affriol suggested looking at a long-term maintenance plan for our roads. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the road projects as listed, motion carried. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to authorize the advertisement for materials, motion carried.
2. AWARD LINE PAINTNG BID: Windsor Township administered the cooperative line painting bid this year. The successful bidder was D. E. Gemmill at a price of \$.142 per lineal ft. Our share of the contract will be \$28,775.00. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the line painting bid award to D. E. Gemmill, motion carried.
3. APPROVAL OF BILLS: Supervisor Rohrbaugh questioned a check for a tax refund amount of \$.33 and asked if we could implement a policy that we will not refund under a certain amount or credit it to the following year. Atty. Herrold said he would review and prepare an ordinance to specify the conditions of tax refunds. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the bills as listed in the amount of \$84,192.03, motion carried.
4. OTHER PERTINENT BUSINESS:
 - a. Supervisor Strayer questioned if the Board wanted to proceed with accepting the donation of rock by a developer. After a brief discussion on where to use the rock and liability issues, the Board agreed by consensus to accept the rock.
 - b. Supervisor Rohrbaugh questioned the two resolutions up for action at the PSATS convention. He questioned the investment resolution and the merging of County Associations. Staff will check into this.
 - c. Mr. Affriol questioned whether the Board wanted to proceed with applying for a DEP permit for Fishing Creek Rd. The cost could range from \$5,000 to \$8,000. The Board would like to see what is involved and how much rock is needed for the project before we apply for a permit.

Meeting adjourned at 7:55 pm.

Respectfully submitted

Linda J. Zimmerman
Secretary