

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING
JANUARY 29, 2026
6:30 PM

The Lower Windsor Township Board of Supervisors held their Special 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; Solicitor Andrew Herrold; Engineer John Affriol; and Chief Thomas and Roadmaster Kim Miller. Zoning Officer Ms. Love was absent. Patrons in attendance: 33

Chairman Yakubowski announced an executive session was held before the meeting for a personnel matter.

PUBLIC COMMENT: None

APPROVAL OF MINUTES – JANUARY 5, 2026: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the minutes as presented, motion carried.

REPORTS”

1. POLICE: Chief Thomas submitted his report.
 - a. Provided a summary of 2025 year-end report.
 - b. During the snowstorm, we did not have any accidents on our roads. Both the highway and police departments handled the snow event well.
 - c. Supervisor Rohrbaugh asked if there was a more detailed report for review. Chief Thomas said he would provide the crime watch statistics report next month.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Ms. Cunningham asked the Board to ratify the snow emergency declaration that was issued for the weekend of January 24-26, 2026. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the snow emergency declaration, motion carried.
 - b. The highway department received a compliment from a bus driver regarding road plowing during the recent snowstorm.
 - c. We received notice that we were awarded a grant for the Cool Creek Road Crosswalk Project in the amount of \$292,000. Congratulations to Andrea for her hard work.
3. SOLICITOR: Atty. Herrold submitted his report.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Supervisor Rohrbaugh questioned the timeline for the start of the Cool Creek Road Crosswalk Project. Mr. Affriol noted the process of receiving the grant and then obtaining the permitting could take several months. The project may not begin until 2027.
 - b. Met with Fields of East Prospect consultant to discuss the traffic impact study.
5. HIGHWAY: Mr. Miller submitted his report.
6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
7. EMERGENCY SERVICES: Received reports from Red Lion Ambulance, LifeTeam, SAFER, and Craley Fire Co.
 - a. Mr. Hopple announced that they are introducing ER services program in schools.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
 - a. Our representative to the EYRA resigned at the end of last year and we will need to appoint a new representative. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to appoint Zach Freeman, motion carried.
 - b. The Hellam Carnival will be taken over by the Rec Authority. They are looking for volunteers to help at the carnival.

ZONING:

1. COUNTRY LANE AREA DEVELOPMENT – DISCUSSION ABOUT STORMWATER: Atty. Herrold summarized the issue with a collapsed pipe and failing stormwater facilities. Several options have been presented to the Board, and the Board wanted the residents to be involved in the discussion. Mr. Affriol explained where the failing pipe and stormwater basin are located and said repair to the pipe was estimated at \$37,000. The repair to the stormwater basin could be over \$100,000. These are 2 different problems and do not hinge on each other.
 - a. Thomas Manley - 1038 Canadochly Rd. - The stormwater basin is located on his property. The pipe went bad about 12 to 14 years ago, but the water has never backed up onto his property.
 - b. Sheila Winters - 1046 Canadochly Rd. – The berms that were placed along Country Lane are causing the issue. Recommended contacting DEP for a storm water assessment.
 - c. Joe Fultz – 1030 Canadochly Rd. – The berm keeps the water from flooding his property. Never had overflows on his property.
 - d. Matt Fultz – 1030 Canadochly Rd. – Concern that pipe will dislodge and create damage downstream.
 - e. Diana Fultz -1030 Canadochly Rd. – Deciding on an HOA would open up a whole new ballgame that she doesn't want to deal with. Asked what happens if another stormwater system fails, would it be handled the same way as ours.
 - f. Seth Arnold – 878 Country Lane - Talked to the Township 3 years ago about a hole in his backyard. Township told him his trees and fencing would need to be removed to repair the pipe. He was told the pipe was installed on the wrong lot; however, the stormwater basin became a bigger issue for the township.
 - g. Bob Sload – 1010 Canadochly Rd. – He's lived there for 43 years. He believes all the water comes from Millers Spring Rd. His daughter spent over \$80,000 on implementing her stormwater plan. Doesn't think she should pay for anymore.
 - h. Ryan Keen – 893 Elham Dr. – Chesapeake Bay Water Shed grants are available. In favor of removing
 - i. Rebecca Adams – 876 Elham Dr. - Questioned the percentage of areas that are HOA/non-HOA in the township. Could this issue happen again. What share would the Township cover compared to residents.
 - j. Toby Ramer – 879 Elham Dr. – Why not have all township residents help pay for the repair. Look for grants.
 - k. Justin – 823 Elham Dr. – How do other townships handle stormwater issues. We could still have problems in the future.
 - l. Alfred Forry – 852 Elham Dr. – Looks like the stormwater wasn't properly designed and asked what liability does the township have if the township signed off at time of plan approval.

Supervisor Rohrbaugh explained that with current developments, HOA's are in place and would be responsible for those types of issues. The Township is looking at how to approach addressing these stormwater issues throughout the township. Ms. Cunningham stated that stormwater has changed over the years since the 1970's. With the creation of the stormwater ordinance in 2005, we provide adequate stormwater management for new developments. Chairman Yakubowski believes the cost should be distributed to everyone in the development since they all will benefit from the repair. Mrs. Fultz asked the Board to please consider all options before deciding. The Board explained this is the first meeting for discussion and the Township will keep residents up to date on the matter and the Board agreed to have a second meeting with the residents when we have a proposed approach moving forward. Motioned by Supervisor Rohrbaugh seconded by Chairman Yakubowski to proceed looking at options for funding the repairs and to consider future measures to reduce the burden on affected residents for stormwater repairs, motion carried.

2. WELL ISOLATION WAIVER – 2401 CRALEY ROAD – ZACHARY HAGEE: Mr. Hagee is requesting a waiver of the well isolation distance due the size and layout of the lot there is insufficient area to replace the septic system and meet the required isolation distance. The proposed distance will be 95' from the onsite well to the drain field. A signed release has been provided. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to grant the waiver, motion carried.

OLD BUSINESS:

1. ORDINANCE 2026-02 – BOUNDARY LINE ORDINANCE ADOPTION: Atty. Herrold has submitted the ordinance for advertisement and is asking the Board to ratify the advertisement. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to ratify the advertisement of the Boundary Line Ordinance, motion carried.
2. RESOLUTION 2026-05 – LSA GRANT FOR SAFER FIRE CO.: Motion by Supervisor Rorhaugh, seconded by Chairman Yakubowski to approve the LSA grant resolution, motion carried.

NEW BUSINESS:

1. RESOLUTION 2026-05 – EXONERATE TAX COLLECTOR: This is a resolution to exonerate the tax collector from collection of unpaid tax bills for 2024-2025 as presented. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve Resolution 2026-05, motion carried.
2. APPROVAL OF BILLS: Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the bills list as presented in the amount of \$17,133.98, motion carried.
3. OTHER PERTINENT BUSINESS:
 - a. HEDGEWICK LANE SNOW REMOVAL: Mr. Barshinger, President of East Prospect Borough Council is asking for our highway department to plow a small portion of Hedgewick Lane that is in the Borough. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to authorize preparation of a municipal intergovernmental agreement for plowing a portion of Hedgewick Lane in East Prospect Borough, motion carried.
 - b. A resident questioned if Modern Landfill is expanding into the Township. Modern Landfill will still use the existing landfill which may take until 2031 to reach capacity. They have no further intention of expanding into the Township.

Meeting adjourned at 8:30

Respectfully submitted

Linda J. Zimmerman, Secretary