

LOWER WINDSOR TOWNSHIP
BOARD OF SUPERVISORS
REGULAR MEETING
MARCH 12, 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; and Engineer John Affriol. Chief Thomas was absent. Patrons in attendance: 11

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

PUBLIC COMMENT: None

APPROVAL MINUTES: FEBRUARY 12, 2026: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the minutes of February 12, 2026, as presented, motion carried.

REPORTS:

1. POLICE: Chief Thomas submitted his report.
2. MANAGER: Ms. Cunningham submitted her report.
 - a. Announced the newsletter is available online and through Savvy Citizen.
 - b. The Board will need to ratify the snow emergency declaration for the weekend of February 22 – 23, 2026. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to ratify the snow emergency declaration, motion carried.
 - c. A resident is requesting a “Deer Crossing” sign at Trinity Church/Trinity North Roads. The cost of the sign is \$80, and the cost of the post is \$53. The Board asked Ms. Cunningham to research if we could thin out the deer herds in the township.
 - d. We have 2 lights out in the gym and the cost to repair would be \$935 which includes the rental of a scissor lift. Chairman Yakubowski emphasized the need to ensure the flooring is not damaged. Ms. Cunningham wanted approval from the Board before moving forward. Supervisor Strayer would like to hold off on the work because the EYRA is requesting new scoreboards and could coordinate all the work at one time.
3. SOLICITOR: Atty. Herrold submitted his report.
4. ENGINEER: Mr. Affriol submitted his report.
 - a. Mr. Affriol would like to set up the road inspection for March 20, 2026, at 7:30 am.
 - b. Windsor Hills Stormwater Issue: Supervisor Rohrbaugh questioned the timeline for pursuing the grant. Mr. Affriol will submit applications to available grants within the next few months. He also met with a stream restoration engineer who will provide an assessment of applicable grant opportunities. We should also meet with the residents again to keep them up to date on our progress.
5. EMERGENCY SERVICES:
 - a. 2026 EMERGENCY OPERATIONS PLAN – CHRIS EATON: Mr. Eaton provided an updated Emergency Operations Plan for the EYCEMA. He noted that 2 updates were made with the Incident Support Model and adding MACC Coordination. Chairman Yakubowski questioned the pending bridge work and how they are coordinating transportation issues. Mr. Eaton is aware of the problems this will cause and will be working with PADOT on traffic strategies.
 - b. Doug Hopple of SAFER presented their yearend report for review.
6. REC AUTHORITY: Ms. Cirilo submitted her report.
 - a. Supervisor Strayer reported that the By Laws revisions are under legal review and will provide a copy to the Board for review.

- b. Requesting Approval of 2 New Scoreboards in the Gym: This will be funded by EYRA. By consensus, the Board approved the installation of the new scoreboards. Supervisor Strayer said the installation of the scoreboards could be coordinated with the repair of the lights. Chairman Yakubowski noted his concern is ensuring that the flooring remains undamaged.
- c. Ballfield Upgrades: EYRA is asking if the Township could get a quote for diamontex to see if we can get it cheaper. EYRA asked for assistance from the highway department with the project.
- d. Septic Tank Pumping: Questioned the type of sewage facility and the pumping schedule.

ZONING:

1. PLAN 631-26 SLD 2028 LONG LEVEL ROAD – SAFE HARBOR -OWNER/SCOTT AND MARY CLINTON – APPLICANTS – 2 LOT SUBDIVISION IN WATERFRONT RECREATION DISTRICT: This is a final 2 lot subdivision plan located at 2028 Long Level Rd. Requests for waiver of §410.19.B(20) – existing features within 400 ft of any part of the parcel, §410.398 – Parkland dedication, and §410.44- Street trees. All conditions must be met before recording of final plan. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to grant the waivers and approve the plan subject to all outstanding conditions being met, motion carried.
2. ZONING ORDINANCE: Ms. Love updated the Board on the Zoning Ordinance revision.

OLD BUSINESS:

1. CONTRACT WITH PRIMARY SEO: Ms. Cunningham presented the Board with a copy of the SEO contract for review. Supervisor Rohrbaugh wants language added to specify the SEO is responsible for his work product. Atty. Herrold will revise the contract.
2. WATER TESTING – DRAFT MOU: The Riverkeeper is prepared to conduct about 86 PFAS tests for the registered property owners, pending Board approval of funding. The initial cost is set at \$21,500.00. Ms. Cunningham is requesting our attorney draft a memorandum of understanding (MOU) to not exceed that limit. Supervisor Rohrbaugh questioned who owns the rights to the data and wants that provision to be included in the MOU. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to proceed with funding of the PFAS testing, motion carried.

NEW BUSINESS:

1. RESOLUTION 2026-08 - AMERICA 250TH ANNIVERSARY: This is the year of the Semi-quincentennial and the state plans to orchestrate the 250th Anniversary of the signing of the Declaration of Independence. The Rotary club is also supplying municipalities with a tree that will be planted in the spring at Rexroth Park. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve Resolution 2026-08, motion carried.
2. FURNACE ROAD BRIDGE – ROW ACQUISITION WAIVER VALUATIONS AND OFFER LETTERS: These are letters to the property owners on Furnace Road for the rights-of-way required for the Furnace Rd bridge project. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the offer letters, motion carried.
3. APPROVAL OF BILLS: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the bills list as presented in the amount of \$94,529.30, motion carried.
4. OTHER PERTINENT BUSINESS: None

Meeting adjourned at 8:05 pm.

Respectfully submitted

Linda J. Zimmerman
Secretary