

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
MAY 14, 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: 8

Chairman Yakubowski announced an executive session was held on May 8, 2026, to discuss personnel matters.

**PUBLIC COMMENT:**

1. **NOISE ISSUE OF BRAKE RETARDERS:** Ms. Stough addressed the Board regarding noise from tractor-trailer brake retarders on Prayer Mission Road. She reported increased truck traffic during the spring and fall and asked whether the Township has an ordinance regulating brake retarders or would consider adopting one. The Board asked whether she had any videos of the trucks and whether the traffic might be farm related. Ms. Cunningham suggested having police monitor Prayer Mission Road and asked Ms. Stough to contact her when the truck traffic is occurring.  
Chairman Yakubowski questioned if we determined where to place the horse & buggy signs. Ms. Cunningham said we have one installed on Valley View Rd and PennDot is still conducting their research for the Craley Road sign. Mr. Robertson of Fishing Game Rd also commented he has seen horse & buggy traffic on Rt. 425.
2. **BAMBOO ISSUE – 1616 PRAYER MISSION ROAD:** Mr. & Mrs. McMullen are here again to seek help on the issue of the bamboo that is encroaching their property from their neighbor's property. The adjoining property owner has done little to alleviate the issue. Mr. & Mrs. McMullen requests an update to the ordinance to clearly state who is responsible for remediation when plants, such as bamboo, encroach another property. The Board discussed updating the ordinance that can effectively address this issue along with other solutions to remedy this matter. Staff also suggested looking at pursuing this as a civil matter.

**APPROVAL OF MINUTES – APRIL 9, 2026:** Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the minutes of April 9, 2026, motion carried.

**REPORTS:**

1. **POLICE:** Chief Thomas submitted his report.
  - a. Ms. Cunningham noted that we received the Police Sustainability Report from DCED and stated that our Police Dept. operates as a highly efficient, appropriately staffed, and fiscally responsible agency. This report will be posted to our website and Savvy Citizen.
2. **MANAGER:** Ms. Cunningham submitted her report.
  - a. **ROAD CLOSURE –** On May 4, 2026, Strickler School Road, Wrightsville will be closed for the construction of a new bridge over Kreutz Creek and will be closed for approximately 6 months.
  - b. **AMERICA 250 PARADE –** Ms. Cunningham announced that York County will be holding a parade on July 4, 2026, and invited the 72 municipalities to walk/ride/drive in the parade. Anyone interested may reach out to me.
  - c. **TOWNSHIP 250 CELEBRATION –** Staff is preparing to host a 250 Celebration on July 1, 2026, 3:00 – 7:30. We will have sponsors for the event that will include food trucks, bounce house, games, prizes, and a movie.
  - d. **SAVVY CITIZEN –** increased subscriptions to 1585.
3. **SOLICITOR:** Atty. Herrold submitted his report.
4. **ENGINEER:** Mr. Affriol submitted his report.

- a. Country Lane Stormwater Basin – Watershed Restoration and Protection Program Grant: This will help fund the construction of the stormwater basin with the township matching 15% of cost.
  - b. Concept Plan for Floodplain Restoration – This concept plan presents recommended restoration practices and drainage improvements to stabilize the embankment, alleviate localized flooding, mitigate the potential for blockage of the road culvert, and restore the 1-acre floodplain-wetland footprint. Mr. Affriol suggested scheduling a public meeting with residents to discuss this option. The Board will hold the special meeting on July 9, 2026, at 6:00 before July 9, 2026, regular meeting. Notices will be sent to the residents informing them of the special meeting.
5. HIGHWAY: Mr. Miller submitted his report.
  6. BUILDING MAINTENANCE: Mr. Zimmerman submitted his report.
  7. EMERGENCY SERVICES: Received reports from Craley Fire Co., SAFER-Yorkana, LifeTeam and Red Lion Area Ambulance Association.
  8. RECREATION AUTHORITY:
    - a. Finalized holding tank information and will schedule a meeting with Sande and staff at the end of May.
    - b. Lights in gym: Will work with township to install lights and scoreboard.

#### ZONING

1. SPECIAL TEMPORARY PERMIT – 2241 CRALEY ROAD: Mr. & Mrs. Lapp have applied for a special temporary permit for their 2 adult daughters. Per the SEO the drainfield is adequate, and a permit will be required for the 1000-gallon tank to serve the new dwelling. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the request for a special temporary permit, motion carried.
2. RESOLUTION 2026-09 – PLANNING MODULE FOR PLAN 629-25SLD – YOUMANS: This is a revised planning module for Youmans on Knights View Rd. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to adopt resolution 2026-09, motion carried.
3. DANGEROUS BUILDING HEFFNER ROAD: The house at 520 Heffner Road has been vacant for some time and the township has had to mow the property for the last 2 years and placed a lien for the cost. The house suffered a fire on April 10, 2026, and sustained damage. This meets the definition of a dangerous structure under our ordinance, and we have posted the house as condemned and unfit for habitation. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to authorize Mr. Affriol to inspect the property and enforce the Dangerous Building Ordinance, motion carried.

#### OLD BUSINESS:

1. FURNACE ROAD BRIDGE – PARCELS 2, 3, 9, AND 10 PAYMENT PACKAGES: Settlement packages were presented to the Board for approval and authorization for Chairman Yakubowski to sign. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the settlement packages, motion carried.
2. CSD’S SCOPE OF PROFESSIONAL SERVICES – COOL CREEK PEDESTRIAN CROSSING: Motion by Chairman Yakubowski, seconded by Supervisor Strayer to approve the professional services contract with CSD, in the amount of \$33,800.00, motion carried.

#### NEW BUSINESS:

1. AWARD ROAD BIDS: The bids were opened on May 4, 2026, at 1:00 pm. for road oil, aggregate, and bituminous materials for the 2026 road projects.
  - a. ROAD OIL:
    - i. Midland Asphalt - \$3.02/gal for a total of \$199,471.00
  - b. REINFORCED BITUMINOUS MATERIAL:
    - i. Midland Asphalt - \$4.36/sq yd for a total of \$81,619.20
  - c. AGGREGATE:
    - i. Kinsley Materials:
      1. 1320 ton - 8 washed stone \$25,080.00 FOB plant - \$34,320.00 FOB job site.
      2. 1500 ton - 2A stone \$13,875.00 FOB plant - \$24,375.00 FOB job site

3. 500 ton - 12" rock \$9,000 FOB plant - \$12,500 FOB job site
  4. 100 ton- 24" rock \$3,200.00 FOB plant - \$4,300.00 FOB job site
  5. 100 ton – AASHTO #1 - \$1,600 FOB plant - \$2,300 FOB job site
  6. 3650 tons - AS3 Anti-skid - \$69,350.00 FOB plant - \$94,900.00 FOB job site
- ii. York Building Products:
1. 1320 ton - 8washed stone \$22,440.00 FOB plant - \$34,452.00 FOB job site
  2. 1500 ton – 2A stone \$12,750.00 FOB plant – \$26,400.00 FOB job site
  3. 500 ton – 12" rock \$9,500.00 FOB plant - \$16,450.00 FOB job site
  4. 100 tons - 24" rock \$2,100.00 FOB Plant - \$3,590.00 FOB job site
  5. 100 tons – Aashto #1 \$1,495.00 FOB plant - \$2,635.00 FOB job site
  6. 3650 tons - AS3 anti-skid \$62,050.00 FOB plant - \$95,265.00 FOB job site
- iii. Vulcan Materials:
1. 1320 ton - 8washed stone \$23,680.80 FOB plant - \$34,254.00 FOB job site
  2. 1500 ton – 2A stone \$13,875.00FOB plant – \$37,425.00 FOB job site
  3. 500 ton – 12" rock \$10,475.00 FOB plant - \$14,975.00 FOB job site
  4. 100 tons - 24" rock \$2,495.00 FOB Plant - \$4,695.00 FOB job site
  5. 100 tons – Aashto #1 \$1,595.00 FOB plant - \$2,395.00 FOB job site
  6. 3650 tons - AS3 anti-skid \$67,525.00 FOB plant - \$96,725.00 FOB job site.

d. BITUMINOUS:

- i. York Materials: 9.5 mm \$77.45/ton \$367,887.50 FOB plant and 19mm \$69.50/ton \$6,950.00 FOB plant
- ii. Highway Materials – COSTARS – 9.5mm 80.05/ton \$382,375.00 FOB Plant and 19mm \$69.90/ton \$6,990.00 FOB plant.

Discussion about the bituminous bid on the cost difference with Costars, noting the travel time and distance to the low bidder plant will cost the township more than the cost difference. Motion by Supervisor Yakubowski, seconded by Supervisor Strayer to reject the York Materials bid for bituminous materials and use Highway Material COSTARS pricing, and award the road oil and reinforced bituminous material bid to Midland Asphalt and award the aggregate bid to York Building products, motion carried.

Roadmaster Miller is requesting authorization to share in the purchase a road widener with Chanceford Township. Chanceford Township will store, insure, and maintain the widener and invoice the township for 50% of cost. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the purchase of the road widener and share in the cost with Chanceford Township, motion carried.

2. RESOLUTION 2026-10 - GRANT APPLICATION FOR SALDO REWRITE: Mr. Affriol is requesting authorization to submit a grant application to the Municipal Assistance Program (MAP) for our SALDO rewrite. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve Resolution 2026-10, motion carried.
3. RESOLUTION 2026-11- GRANT AUTHORIZATION RESOLUTION FOR WINDSOR HEIGHTS BASIN: Mr. Affriol is requesting to apply for the Windsor Heights Basin grant to DCED Watershed Restoration and Protection Program (WRPP). This is a 15% matching grant. Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve Resolution 2026-11, motion carried.
4. 2026 DONATIONS: Mrs. Zimmerman presented the list of donations for the Fire Companies. The Boad tabled this item until the June meeting.
5. MUNICIBID: We placed our 2012 Ferris Zero Turn Mower on MuniciBid for one week and received a bid for \$6,500 from Paul Granger. Motion by Chairman Yakubowski, seconded by Supervisor Strayer to accept the winning bid from Paul Granger, motion carried.
6. PSATS – CITIZEN COMMUNICATIONS CONTEST: We entered our newsletter into the PSATS Citizen Communication contest and received 3<sup>rd</sup> place in the most improved newsletter category.
7. DEVELOPMENT OF REGIONAL SIGNIFICANCE – WRIGHTSVILLE ASSEMBLY OF GOD, HELLAM TWP.: The PA Municipalities Planning Code (PAMPC) required County Comprehensive Plans to identify developments of Regional Significance and Impact. York County incorporated this requirement into the Growth Management Plan component of the County Comprehensive Plan. York County Planning Commission received a traffic Impact Study Scoping Application for the proposed Wrightsville Assembly of God in Hellam

Township. The neighboring municipalities' officials are encouraged to contact Hellam Township to discuss potential impacts or initiate collaboration between the municipalities to resolve any possible effects.

8. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the bills as listed in the amount of \$69,625.00, motion carried.
9. OTHER PERTINENT BUSINESS: York Co Assessment sent a request to exonerate tax on a property on Fawn Circle in the Deerfield Mobile Home Park. Since the mobile home has already been removed, they feel it is best to exonerate the taxes and remove them from the tax rolls so another mobile home could be placed. Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to approve the exoneration of taxes, motion carried.

Meeting adjourned at 8:45 pm

Respectfully submitted,

Linda J. Zimmerman, Secretary