

LOWER WINDSOR TOWNSHIP  
BOARD OF SUPERVISORS  
REGULAR MEETING  
APRIL 11, 2024  
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; Solicitor Andrew Herrold; Zoning Officer Monica Love; Engineer John Klinedinst and Chief Thomas. Patrons in attendance: 8

**PUBLIC COMMENT:**

1. JoAnn Dietz – 464 Gun Club Rd: Mrs. Dietz commented on the Modern Landfill article regarding the landfill’s water discharge, which contains PFAS, being transported to Capital Region Wastewater Plant, then dumped, untreated, into the Susquehanna River. Mrs. Dietz talked about the wells in the Gun Club Rd area, asked if anyone had contacted the landfill or DEP. She is asking for communication and support from the Township. Chairman Yakubowski stated that we have contacted our solicitor about the article and his response was that these circumstances are troubling, however the landfill’s treatment system is now removing PFAS, and that is a positive development. Capital Region Wastewater plant is regulated by DEP and are likely aware of the circumstance. The Board agreed to contact the landfill to meet and discuss the issue of contaminated wells in the Gun Club Road area and the possibility of extending public water to that area.
2. DAWN FITCH – TAX COLLECTOR: Ms. Fitch was here to ask the Board to approve a fee for copies of receipts. Currently we have an ordinance for certification and duplicate fees, but Ms. Fitch has been bombarded by residents’ requests for copies showing they paid their taxes. This is very costly to administer. The Board agreed to her request and asked the Solicitor to prepare a draft ordinance for review at the May meeting.

APPROVAL OF MINUTES – MARCH 14, 2024: Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to approve the March minutes as presented, motion carried.

**REPORTS:**

1. POLICE: Chief Thomas submitted his report for review.
  - a. Camera registry with Crimewatch has been helpful with a recent DUI crash.
  - b. Crimewatch now has an animal registry as well.
  - c. Coffee with a Cop will be held on April 26<sup>th</sup>.
2. MANAGER: Ms. Cunningham submitted her report
  - a. Announced that Adam Smith from C S Davidson has resigned, and John Klinedinst will be filling in.
  - b. Continuing to work on the new website with our new company.
  - c. There will be a public display for the Furnace Road Bridge repair in the lobby. Residents will be able to provide comments.
3. SOLICITOR: Atty. Herrold provided his report.
  - a. Noted that an applicant has appealed their zoning hearing board decision.

4. EMERGENCY SERVICES: Received reports from Yorkana Fire Co., East Prospect Fire Co., Craley Fire Co., and CVAC/LifeTeam. Mr. Hopple from Yorkana Fire Co. gave an update.
  - a. Been touring businesses in the Township.
  - b. Officers from all 3 Fire Departments have been meeting on the 4<sup>th</sup> Tuesday each month to review different emergency scenarios.
5. ENGINEERING: Mr. Klinedinst submitted his report for review.
  - a. Several subdivisions have been submitted.
  - b. Road bids on the agenda tonight.
  - c. Continue to work on the Municipal boundary.
  - d. Noted that he as a resident commented that Lower Windsor and Windsor Townships have not been notified of the Cuff Run proposal.
  - e. Mr. Rohrbaugh asked if he started reviewing subdivisions and how it relates to the Comprehensive Plan. Mr. Klinedinst will initiate that review process.
6. HIGHWAY: Mr. Miller submitted his report.
7. BUILDING MAINTENANCE: Mr. Taylor submitted his report.
8. RECREATION AUTHORITY: Ms. Cirilo submitted her report.
  - a. Appointed Auditor for the 2023 audit.
  - b. Mr. Rohrbaugh announced that Wrightsville Sewer Authority would like to make an annual donation of \$10,000 to the Recreation Authority for maintaining the fields in Wrightsville Borough. We have encouraged the Sewer Authority to talk with the Wrightsville Borough to become a participant in the EYRA.

ZONING:

1. PLAN 623-24SLD – YOUMANS 1181 KNIGHTS VIEW ROAD – RESIDENTIAL DISTRICT: This is a final four lot subdivision plan located on Knights View Rd. They are requesting waivers of section 410-29.C.1 allows subdivision involving four lots or less to provide ingress/egress with a private road so long as the lots are conveyed to members of the immediate family. And section 410-33.A.2 limits the depth of proposed lots to 2.5 times the lot width. In addition, there are several outstanding comments that need addressed before approval. A planning module for the new septic systems must be approved by resolution. Ms. Love noted that there was one objection made during the Planning Commission meeting by one of the adjoining property owners regarding the lot depth/width ratio waiver, but after further investigation the objection was withdrawn. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve the waivers as proposed, motion carried. Motion by Supervisor Strayer, seconded by Chairman Yakubowski to approve the plan subject to addressing the outstanding comments, motion carried. Motion by Supervisor Rohrbaugh, seconded by Supervisor Strayer to approve Resolution 2024-08 adopting the Planning Module, motion carried.
2. RIVER RIDGE HILLS – SURETY REDUCTION: C. S. Davidson has completed the required inspection and recommends releasing \$917,761.00 of the held surety. The remaining surety will be \$1,139,270.00. Motion by Supervisor Yakubowski, seconded by Supervisor Rohrbaugh to approve the release of \$917,961.00, motion carried.
3. Ms. Love also provided the Board with project updates and a copy of the Conservation by Design document for review.

OLD BUSINESS:

1. TOWNSHIP BOUNDARY LINE: No action by the Board tonight.

NEW BUSINESS:

1. AWARD LINE PAINTING: Ms. Cunningham provided the Board with the Line Painting Bid for approximately 202,500 lineal feet of double yellow line. The successful bidder was Alpha Space Control at a price of \$0.139 per lineal ft. Motion by Supervisor Strayer, seconded by Supervisor Rohrbaugh to award the line painting bid to Alpha Space Control, motion carried.
2. AWARD ROAD BID RESULTS: Bids were opened on April 8, 2024.
  - a. Road Oil Bids
    - i. Martin Paving, Inc. \$3.34/gallon.
  - b. Aggregate Bids
    - i. York Building Products – FOB Plant \$84,720.00; Job Site \$131,691.50
    - ii. Kinsley Materials – FOB Plant \$86,805.00; Job site \$127,135.00
    - iii. Vulcan – FOB Plant \$134,173.00; Job Site \$181,926.50
  - c. Bituminous Bids
    - i. York Materials - 9.5mm FOB Plant \$447,615.60 and 19mm FOB Plant \$6,530.00
    - ii. Highway Materials – COSTARS9.5mm FOB Plant \$461,479.80 and 19mm FOB Plant \$6,240.00.

Motion by Chairman Yakubowski, seconded by Supervisor Rohrbaugh to award the #57 stone, 24” rock and AASHTO #1 to York Building Products, #8 washed stone, 2A stone and 12” rock to Kinsley Materials, and bituminous material to Highway Materials through COSTAR pricing, motion carried.
3. GRANT WRITER DISCUSSION: Ms. Cunningham informed that Board that we did not receive any grant money for the fire truck or roadwork. We will be re-applying for those in the fall. We are currently paying \$5,000/month for grant writer services. We contacted Jessica Fieldhouse at C. S. Davidson, and she can assist with grant submission on a time and material basis. The Board agreed to end the contract with our current grant writer and to use Jessica Fieldhouse for our grant writing needs.
4. APPROVAL OF BILLS: Motion by Supervisor Rohrbaugh, seconded by Chairman Yakubowski to approve the bills as listed in the amount of \$72,553.59, motion carried.
5. OTHER PERTINENT BUSINESS: Resident Karen Royer questioned when street sweeping will start.

The meeting adjourned at 8:05 pm.

Respectfully submitted,

Linda J. Zimmerman  
Secretary