

WINDSOR TOWNSHIP BOARD OF SUPERVISORS

July 21, 2025

1. The meeting of the Windsor Township Board of Supervisors was called to order by Chairperson Kathy Kerchner at 6:00 p.m.

Those present: Kathy Kerchner, Kim Moyer, Stan Saylor, Attorney Cory Dillinger, Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.

Ms. Kerchner advised that she understands there will be public comment this evening and each speaker should limit their time to two to three minutes and not be repetitive.

3. On the motion of Kathy Kerchner seconded by Stan Saylor, the minutes of the June 16, 2025 meeting were approved. Motion carried. Three votes yes.

4. The following items of correspondence were presented:

- A. Mrs. Gunnet advised that she has received letters from Susquehanna Area Senior Center, South Central PA Search & Rescue, Golden Connections and Kaltreider-Benfer Library thanking the Board for the donation that was made to their organization.
- B. Mrs. Gunnet advised that she received a letter from Randall and Tammy Hengst, 463 North Main Street, Red Lion, requesting that the speed be reduced on Cape Horn Road from Dixie Drive to Lombard Road. They are asking that the Township submit the request to PennDOT. The Board has a copy of the letter. Mr. Saylor stated that this road is a major artery and he is not interested in having the speed limit changed. The Board agreed.
- C. Mrs. Gunnet advised that she has received information from PSATS that the Southcentral Regional Forum will be held on Thursday, August 14th at the Eden Resort in Lancaster. She asked the Board to let her know if they will be attending so she can register them.

5. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich was present.

- A. Mr. Gingrich advised that the next Fire Chief's Meeting will be held at SAFER (Dallastown) on August 28, 2025 at 7:00 p.m.
- B. Simulator repair – Mr. Gingrich advised that he does not have an update. He is going to pass the information on to another Association member to follow through.
- C. Scholarship Presentation – Ms. Gunnet advised that each year, the Township awards two scholarships to members or family members of those from the Association. This year Aidan Yahnke of Alliance Fire & Rescue and Sadie Gibney of Laurel Fire Company were selected. They were presented with their awards and pictures were taken.

6. York County Regional Police Department – Sargeant Ray Krzywulak was present. It was noted that National Night Out will be held on August 5th. They will be at both Dallastown Park and Northeastern Elementary School. The police officers from Spring Garden Township that recently merged with York County Regional Police Department will also be at the event.

A. The monthly report is available for review.

7. Public Hearing – Amendment to Zoning Ordinance – Ordinance #2025-07-01 – Mr. Allison opened the Public Hearing. He advised that changes have been made to the regulations for accessory structures and maximum permitted lot coverage. All previously approved amendments have been consolidated into the ordinance. He asked if the public had any comments.

Dennis Bartnik, 122 Morningside Drive, requested an overview of the changes. Mr. Allison advised that the maximum size for a detached dwelling has been removed and setbacks are established based on the size of the building. The maximum lot coverages have increased in all zones as well. Mr. Saylor stated that the change allows for one larger building rather than multiple buildings.

Andrew Nelson, East Prospect Road, thanked Mr. Allison and the Board for considering these changes. He questioned if anything had changed since it was last presented to the Board. Mr. Allison stated that there were no changes.

Jody Gates, Shaw Surveying, questioned the changes to the maximum lot coverage. Mr. Allison advised that the maximum permitted lot coverages are being increased in every zone. Mr. Gates stated that lot coverage has been an issue in the past as septic systems were included in this percentage. Mr. Allison stated that Windsor Township does not consider a septic system to be lot coverage. He commented that impervious coverage and lot coverage have different definitions. He noted that when designing for a septic system, a secondary location is required. He added that this change is a benefit to the residents as they can cover more of their property.

Dan Hoerr, Patterson Avenue, thanked the Board for considering the change to the Ordinance. He commented that it makes more sense to allow for one larger building rather than multiple buildings. He added that the setbacks are reasonable and the increase to lot coverage will be beneficial.

Christine Emma, Patterson Avenue, thanked the Board for being patient and walking the residents through the process. She stated that this is how government should work and noted that these changes benefit the Township as a whole.

Dave Moritz, 9 E. Main Street, Windsor, stated that he is concerned that now that there is not a maximum size for a detached structure, Mr. Hoerr and Ms. Emma are going to relocate their business to their property. Mr. Allison advised that these regulations are for accessory

use only and not for commercial businesses. Both Mr. Hoerr and Ms. Emma stated that they do not want their business at the property with their dwelling on Patterson Avenue.

Mr. Allison advised that the Ordinance has been recommended for approval by both the Windsor Township Planning Commission and York County Planning Commission.

The Board of Supervisors had no questions.

Ms. Kerchner closed the Public Hearing.

On the motion of Stan Saylor seconded by Kim Moyer, the Board approved Ordinance #2025-07-01. Motion carried. Three votes yes.

8. Dennis Bartnik – Recreational Vehicle Ordinance – Mr. Allison advised that after the last meeting, he researched some other municipal ordinances to see their regulations. He commented that it appears others took from the Township’s Ordinance as they are nearly the same and ours is the oldest. Dennis Bartnik, 122 Morningside Drive, commented that Windsor Township was the second municipality to have an ATV Ordinance.

Mr. Allison advised that he put some drawings together for several different properties showing different options for setbacks from property lines. He reviewed the drawings on the screens. He stated that he spoke with Mr. Bartnik earlier in the day and he suggested having the setback be from a residential dwelling rather than from a property line. Mr. Bartnik had stated that people are often unaware of where their property lines are and it is easy to measure from a structure. Mr. Allison advised that he then took the same properties that he had just shown with distances from property lines and applied a 150’ setback from an adjoining dwelling. He showed these drawings on the screens as well.

Mr. Bartnik questioned if someone other than the property affected could file a complaint about riding too close to a dwelling. Mr. Allison advised that anyone may file a complaint. He added that maybe something could be added to the Ordinance to prohibit this but it would need to be discussed with Attorney Dillinger.

Mr. Allison advised that timeframes will need to be discussed. It will be necessary to work with the police department on how this can be enforced. He added that definitions will need to be created and amended as well.

Mr. Bartnik advised that he would like the number of riders to be increased. He stated that he feels it is unfair to limit the number of riders within reason.

Mr. Moyer questioned if they ride at night. Mr. Bartnik stated that he does not ride after dusk. Mr. Saylor stated that he feels the Ordinance should have specific hours rather than stating dusk. Mr. Saylor questioned what hours Mr. Bartnik felt were reasonable. Mr. Bartnik stated that it is light outside until 9:00 p.m. in the summer.

Ms. Kerchner advised that the Township will continue to work on a draft. Mr. Bartnik asked if the Board was willing to get rid of the Ordinance entirely. It was the consensus of the Board that they would not. Mr. Saylor stated that there needs to be parameters.

Dan Hoerr, Patterson Avenue, questioned if there is a Noise Ordinance. Mr. Allison stated that there is a section within the Zoning Ordinance that deals with operation noise. He explained that it is more suited for impacts between a residential use and commercial or industrial uses. Mr. Hoerr commented that people who mow early in the morning are breaking the decibel level. He added that electric recreational vehicles do not make as much noise as a mower and suggested having the ATV regulations based on a Noise Ordinance. Mr. Barnik stated that the police department does not have a decibel reader. Mr. Allison added that a noise study must be done under the current regulations. Mr. Hoerr stated that he would rather have the setbacks be measured from a dwelling. He commented that this would keep people from riding in neighborhoods.

Ms. Kerchner commented that creating an ordinance is going to take time. It must be fair to all and must be enforceable.

Gary Bartnik, 1011 Delta Road, stated that he feels riding should not start before 10:00 a.m. and should end at 8:00 p.m. This would allow time for people to ride in the evening. He commented that he feels 125' from a dwelling is reasonable. He stated that he feels the number of riders should be increased to accommodate a family. He suggested 10 to 12 people. He stated that he and his neighbor ride together and he would not want someone outside of the area to be able to file a complaint if the adjoining neighbors did not have an issue with each other. Mr. Saylor commented that 10 bikes riding at the same time seems like it would create a noise issue. He stated that he is concerned with allowing for 10 to 12 riders at one time. Mr. Bartnik stated that he had hired someone to read decibel levels and it determined that 2 bikes riding at the same time, 85' from the property line, created a decibel level of 91 at the property line. It increased to 97 decibels without a tailpipe. Mr. Bartnik commented that maybe it could be set as a specific number of riders per acre.

Mike Nelson, E. Prospect Road, commented that a decibel level does not compound on 2 vehicles. He stated that he feels the setbacks should be consistent.

Christine Emma, Patterson Avenue, commented that she mowed her yard for 3 hours and there is no ordinance on mowing and the noise created.

Calvin Nelson, East Prospect Road, commented that riding is for recreational purposes and should be permitted.

Dennis Bartnik commented that when someone is hunting or citing a gun for practice, the setback does not matter. He stated that he feels if someone is servicing an ATV, it should not count as time ridden.

Mike Herring, White Oak Road, advised that he lives next to a sawmill that operates from 7:00 a.m. to dusk. He stated that a dirt bike track does not produce that much noise.

Ms. Kerchner thanked everyone for their comments.

9. Plan for approval:

- A. DUSTIN D. MILLER & MARIA I. KOSTURA – Preliminary/Final Lot Consolidation PSlan by Shaw Surveying – Witmer Road – Jody Gates with Shaw Surveying was present. He did not have signed copies of the plan for the meeting. On the motion of Kathy Kerchner seconded by Kim Moyer, the plan was tabled. Motion carried. Three votes yes.

10. Township Engineer:

- A. Engineer's Report – Ms. Kerchner advised that the Board has received the Engineer's Report. There were no questions.

B. Community Center –

Update

Payment Applications

Eci Construction – AFP #3 – \$198,397.44

York Excavating – AFP #4 – \$139,615.73

MidState Mechanical – AFP #3 – \$30,072.00

Shannon A. Smith – APF #3 – \$9,414.00

Pending Change Order – Security Improvement

King property – Removal of trees and fence

Ms. Kerchner advised that Mr. Kraft has recommended approval of the four payment applications as follows:

Eci Construction – AFP #3 – \$198,397.44

York Excavating – AFP #4 – \$139,615.73

MidState Mechanical – AFP #3 – \$30,072.00

Shannon A. Smith – APF #3 – \$9,414.00

On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the payment applications as presented. Motion carried. Three votes yes.

Mr. Allison advised that when building designs were done, security enhancements had not been looked into. He stated that in the administrative core, there should be security windows similar to the Township Office. There will be security cameras on site and in the building. He stated that in addition to the security measures in the building, it will be necessary to add freestanding objects to prevent vehicles from driving into the building. There was discussion on the design such as spheres or landscaping boulders. Mr. Allison noted that he does not have a cost estimate at this time.

Mrs. Gunnet advised that she and Mr. Allison had met with Mr. King regarding the trimming of the trees in front of his home at the corner of Navajo Drive and Lombard Road. Now that they have been cut back, he is unhappy with how they look. He would

like to have them completely removed. A quote was obtained in the amount of \$7,140.00. Mr. King had also requested the option for a stockade fence to be installed to help with privacy on his property. Mr. Allison had obtained a rough estimate from a contractor in the amount of \$4,500. Mr. Saylor questioned who would maintain the fence. Mr. Allison advised that the homeowners would be responsible. The fence would be installed at a later time once the trees have been removed and the utility poles are relocated. The Board was agreeable to this. Attorney Dillinger noted that an Agreement would need to be signed before approval. It was the consensus of the Board to have the trees removed.

- C. Security Reduction – ALDI, Inc. – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the final security reduction for ALDI, Inc. in the amount of \$20,709.70 based on the recommendation of the Township Engineer. Motion carried. Three votes yes.

11. Solicitor – Attorney Dillinger advised that he did not have anything to report.

12. Public Works:

- A. Ms. Kerchner advised that the Board has received the monthly report for July. There were no questions on the report.
- B. Kendale Heights detention pond repairs – Update – Mrs. Gunnet advised that the Township had conversations with the property owner and they had been given until the end of June to secure a contractor. She stated that they have not contacted the Township. Bid documents have been prepared for an opening in September to have the property mowed and the basin repaired. Mrs. Gunnet noted that the homeowner will be sent an invoice and if it is not paid, a lien will be placed on the property.
- C. Purchase of Ford F-600 – Update – Mr. Trout advised that he had placed an order from Ciocca for a Ford F-600. The truck was to be built in May but he has been informed that it will no longer be built and it would need to be reordered. He stated that he prefers to order through Ciocca as they are able to provide a better discount. However, he has found an identical truck at Fred Beans that is currently available. The additional cost is \$3,264. Mr. Moyer questioned if we could ask them to price match. Mr. Trout noted that the dealership must still pay for the vehicle and our price is lower than the sticker price so they would not be able to lower the price. Mr. Saylor questioned if the truck is needed at this time. Mr. Trout advised that the body has already been received so the truck is needed. On the motion of Stan Saylor seconded by Kim Moyer, the Board approved the purchase of the Ford F-600 from Fred Beans in the amount of \$73,815. Motion carried. Three votes yes.
- D. Tennis court – Update – Mr. Trout advised that he had spoken with Tom Breneman regarding the fine cracks that are appearing on the new tennis courts. Mr. Breneman informed him that the issue is with the blacktop, not the coating. Mr. Trout advised that he reached out to Kinsley as they had installed the blacktop. They stated that it has to do

with a releasing agent. They have agreed to pay for a double coat to be added to the courts at no cost to the Township. Work will be done in 2026 to give the blacktop additional time to cure.

13. Other Business:

- A. Ms. Kerchner advised that the Board has received the Zoning Officer's Report for June. There were no questions.
- B. Ms. Kerchner advised that the Board has received the Township Manager's Report for June. There were no questions.
- C. Recreation Commission – Update – Ms. Kerchner advised that Mr. Shaffer is working with the school district to have the grass cut at their fields on a regular basis. The use of Nitchkey Field has been beneficial as Red Lion Borough maintains the fields. She noted that she has received feedback that our fields look great.
- D. Ms. Kerchner advised that the Board meetings are operating on the summer meeting schedule so there will be no meeting on August 4, 2025.
- E. Ms. Kerchner advised that the Township will be holding a Shredding Event on Thursday, October 9, 2025 from 3:00 p.m. to 6:00 p.m. at the Township Office. This is for residents only and there is a 2 box limit.
- F. Ms. Kerchner advised that the Township will be holding an Electronics Recycling Event on Saturday, October 25, 2025 from 9:00 a.m. to 12:00 p.m. at the Public Works Building at 970 White Oak Road.
- G. Meeting dates – 2026 Pre-Budget and Budget – After discussion, it was determined that the Pre-Budget Meeting will be held on September 29, 2025 at 9:00 a.m. and the Budget Meeting will be held on November 3, 2025 at 9:00 a.m. Both meetings are held at the Township Office and are open to the public.
- H. Stormwater Management Maintenance Agreements – Charles Pritchard, Jr. – 470 Bethlehem Church Road – New Home Construction & Chase & Carlee Overmiller – 345 Boxwood Road – New home construction – Ms. Kerchner advised that these are standard stormwater agreements. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the Stormwater Management Maintenance Agreements for 470 Bethlehem Church Road and 345 Boxwood Road. Motion carried. Three votes yes.
- I. Ms. Kerchner advised that Mrs. Gunnet had provided the Board with copies of the Windsor Township 2024 Financial Audit by Kochenour, Earnest, Smyser & Burg. There were no findings.
- J. York County Stormwater Consortium – Resolution #2025R-07-01 – Authorization to sign amendment to extend Agreement to December 31, 2030 & Approval of amendment

to extend Agreement to December 31, 2030 – Mrs. Gunnet advised that the Township is a member of the York County Stormwater Consortium for MS4 compliance. PennDEP has not approved a new plan for the next permit cycle. Since this cycle ends December 31, 2025, it is proposed to extend until December 31, 2030.

Mr. Saylor expressed his concerns about extending timeframes with PennDEP. Mr. Allison advised that the extension is not with PennDEP. The extension is for the participation with the York County Stormwater Consortium for compliance with MS4 requirements. He explained that PennDEP established a program to meet the federal regulations for sediment reduction. The County created the Consortium as a method for compliance at the local level. There are 27 municipalities that are part of the Consortium. Mr. Allison stated that PennDEP accepts the proposed projects and the Consortium awards funds to complete the work. The permitting is still handled by PennDEP. He advised that it is the intention of the Consortium to use all funds by the end of 2025. He noted that all municipalities that are a part of the Consortium are granting this extension. Mrs. Gunnet added that the Township has not made contributions since PennDEP continues to extend the permit.

On the motion of Stan Saylor seconded by Kim Moyer, the Board approved Resolution #2025R-07-01. Motion carried. Three votes yes.

- K. Penna. Municipal Retirement System – Excess interest for Police and Non-Uniform Pension Plans – Mrs. Gunnet advised that excess interest had been earned in 2023. The Windsor Township Police Department earned \$17,948 and the Non-Uniform Pension Plan earned \$73,834. She noted that the excess interest in the Non-Uniform Pension was incorrectly allocated but will be fixed once all excess interest funds have been sent. She added that the plan is 99% funded.
 - L. EMC Insurance – Workmen’s Compensation dividend – Mrs. Gunnet advised that the Township received a dividend in the amount of \$14,266.96. She commented that this makes a difference in the total cost of the insurance plan.
 - M. Agreement – Franchise Fee Audit of Comcast – Mrs. Gunnet advised that the cost for the audit is \$6,750. She stated that only \$6,000 had been budgeted. One municipality that had originally expressed interest dropped out so the price increased. On the motion of Stan Saylor seconded by Kathy Kerchner, the Board approved the Franchise Fee Audit in the amount of \$6,750.00. Motion carried. Three votes yes.
 - N. Ms. Kerchner advised that the Board has received a copy of the Building Permit Summary covering the period of January 1 – June 30, 2025. There were no questions.
14. Unfinished Business – There was none.
15. Public Comment – There was none.
16. Supervisors Comments – Ms. Kerchner asked the Board if they had any comments.

Mr. Saylor commented that he is aware that there is a petition regarding data centers. He stated that this is normal for anytime someone does not want something in particular. He advised that a data center would have a huge benefit for tax revenue. It would provide for new jobs and would not have major site impacts or impacts on the public. Attorney Dillinger advised that a proposed text amendment will be brought before the Board in August. It will then go to the Windsor Township Planning Commission in August. He noted that based on the Fair Share Doctrine, all uses must be provided for. The Board may choose to set regulations as they desire.

Mr. Moyer thanked the Public Works Department for their work during the recent storm events. Mr. Trout stated that the Township faired better compared to some areas.

Mr. Moyer acknowledged Representative Wendy Fink who was in attendance. He asked if there was a budget update. Representative Fink advised that they are still working on it. She complimented the Board for doing a great job working with the residents.

Ms. Kerchner did not have any comments.

17. On the motion of Kathy Kerchner seconded by Stan Saylor, the bills were approved. Motion carried. Three votes yes.
18. The meeting of the Windsor Township Board of Supervisors adjourned at 8:07 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

July 21, 2025

Dave Rittenhouse
Kevin, Becky & Sadie Gibney
Lauren & Gary Bartnik
Andrew & Paula Nelson
Wendy Fink
Calvin Nelson
Dan Hoerr & Christine Emma
David & Trudi Moritz
Jody Gates
Tyler Burkins
Aidan Yahnke
Dylan Wood
Joseph Yahnke
Julie Yahnke
Dennis & Vicki Bartnik
Lieutenant Ray Krzywulak
Sergeant Sheaffer
Sergeant Dashler
Brian Raybin
Andrew Bartnik
Scott Gingrich

Laurel Fire Company
905 Manor Road Windsor PA
1011 Delta Road Red Lion PA
3550 E. Prospect Road York PA
685 Snyder Corner Road Red Lion PA
3540 East Prospect Road York PA
Patterson Avenue
9 E. Main Street Windsor PA
Shaw Surveying
Alliance Fire & Rescue
Alliance Fire & Rescue
Alliance Fire & Rescue
Alliance Fire & Rescue
Fawn Grove PA
122 Morningside Drive Red Lion PA
York County Regional Police Dept.
York County Regional Police Dept.
York County Regional Police Dept.
175 Meadow Road York PA

Alliance Fire & Rescue