

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
October 20, 2025

1. The meeting of the Windsor Township Board of Supervisors was called to order by Chairperson Kathy Kerchner at 6:04 p.m.

Those present: Kathy Kerchner, Kim Moyer, Stan Saylor, Christopher Kraft, P.E., Jennifer Gunnet, Jeremy Trout, Kipp Allison and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.

Ms. Kercher advised that a comment period of three minutes per speaker must be adhered to this evening. She requested that no one shout out from the audience and that comments are not repeated.

3. On the motion of Kathy Kerchner seconded by Kim Moyer, the minutes of the September 15, 2025 and September 29, 2025 meetings were approved. Motion carried. Three votes yes.

4. The following items of correspondence were presented:

A. Mrs. Gunnet advised that a copy of the Audit Report for the Laurel Volunteer Fireman's Relief Association of Windsor, PA has been received from the Department of the Auditor General. It covers the period of January 1, 2022 to December 31, 2024. There were no findings.

B. Mrs. Gunnet advised that she has received information from History Made Here. They are planning to have a tree planted in every municipality to commemorate the County and Nation's 250th anniversary. The event will take place on April 11, 2026. The Township will need to choose the species of tree that we would like to have planted.

C. Mrs. Gunnet advised that she has received a letter from the Pennsylvania Department of Military & Veterans Affairs confirming that Andrew Howdyshe, 400 Trolley Road, is a disabled veteran and has requested exemption from real estate tax. She stated that the County has also received the request. Since the Township's tax is on the same bill as the County, the Township will follow their decision.

5. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich was present. He commented that the Fire Prevention Week event at Windsor Commons was nice but they will need to do a better job of advertising for future events.

A. Mr. Gingrich advised the next Fire Chief's Meeting will be held at Laurel Fire Company on October 23, 2025 at 7:00 p.m.

B. Simulator repair – Mr. Gingrich advised that they are working on this.

C. Resolution #2025R-10-02 – Designation of official signatures for Local Share Assessment (LSA) Grant – Mrs. Gunnet advised that the Township has been requested to be the sponsor

municipality for Alliance. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved Resolution #2025R-10-02. Motion carried. Three votes yes.

6. York County Regional Police Department – Chief Damon was present.
 - A. Chief Damon reviewed the monthly report. The monthly report is available for review.
 - B. Amendment to York County Regional Police Department Charter Agreement – Accommodate the timing of liquidating assets within the Spring Garden Pension Plan and payment of those funds into the Department’s Pension Plan – On the motion of Kathy Kerchner seconded by Stan Saylor, the amendment to the York County Regional Police Department Charter Agreement was approved. Motion carried. Three votes yes.
7. Matt Dietz – President of Windsor Borough Council – Stormwater Issues – No one was present.
8. Dennis Bartnik – Recreational Vehicle Ordinance – Gary Bartnik, 1011 Delta Road advised that he disagrees with electric vehicles being regulated in the Ordinance and feels the number of vehicles should be increased. There were multiple people who spoke. There was discussion on noise, timeframes for riding, number of riders versus vehicles and types of vehicles covered. Ms. Kerchner commented that the Board has been open to accepting comments and are willing to work for the residents.
9. Plan for approval:
 - A. JEFFREY A. & KATHY S. WALKER – Final Subdivision Plan by Gordon L. Brown & Associates for addition of land to an adjoining property – Jake Hebel of Gordon L. Brown & Associates and Jeff Walker were present. Mr. Hebel advised that this plan adjusts lot lines for two properties owned by Mr. Walker. He advised that they are requesting waivers as follows:
 - Section 305.2.B – Sheet Size
 - Section 503.1.A – Construction of Curb
 - Section 503.2.A – Construction of Sidewalks

Mr. Kraft advised that he is recommending approval of the waivers. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board granted the waivers as presented and approved the plan. Motion carried. Three votes yes.
10. Township Engineer:
 - A. Engineer’s Report – Mr. Kraft advised that the Board has received the Engineer’s Report. There were no questions.

B. Community Center –

Update

Payment Applications:

eci Construction – AFP #6 – \$741,128.28

York Excavating – AFP #7 – \$310,214.77

Shannon A. Smith – AFP #6 – \$109,864.02

MidState Mechanical – AFP #5 – \$335,899.82

Change Order – York Excavating – COR #3 – \$23,771.89 – July 14
storm repair, pavilion foundation adjustments, landscape changes,
E&S winterization of inlets and trench drain on revised patio layout
DCED Grant – Request 6 month time extension

Mr. Kraft informed that the gym trusses have been installed and the site has been graded.

Mr. Kraft has recommended approval of the four payment applications as follows:

eci Construction – AFP #6 – \$741,128.28

York Excavating – AFP #7 – \$310,214.77

Shannon A. Smith – AFP #6 – \$109,864.02

MidState Mechanical – AFP #5 – \$335,899.82

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

On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved Change Order #3 for eci Construction in the amount of \$23,771.89. Motion carried. Three votes yes.

Mrs. Gunnet advised that the deadline to spend the DCED funds is June 30, 2026. She stated that with the completion date being pushed back, she would like the request an extension to December 31, 2026. It was the consensus of the Board to apply for an extension.

- C. Kendale Heights, Lot 106 detention pond repairs bid results – Mrs. Gunnet advised that the low bidder is Barrasso Excavation, Inc. in the amount of \$127,400. She stated that the owner will be invoiced for the work and if it is not paid, the property will be lienied. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.
- D. Security reduction – Kensington – Remaining Lands – Mr. Kraft advised that he is recommending a security reduction for Kensington – Remaining Lands, in the amount of \$282,554.80 which will leave a remaining balance of \$7,880,169.00. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the reduction based on the recommendation of the Township Engineer. Motion carried. Three votes yes.

- E. Rt.124/Freysville Road – Traffic Signal Design/Maintenance Agreement – Mr. Kraft advised that an Agreement for the traffic signal design and maintenance must be approved with PennDOT. There was discussion regarding the installation of left turn signals. Concerns were raised that they are not being required at this time and what could be required of the Township in the future. It was noted that this is a PennDOT project and it is near the end of the design phase. Mr. Kraft advised that he would review the study to determine if changes could be made.
- F. Stormwater Management Ordinance waivers of Section 306.4 – Stormwater controls within setbacks – 770 Dietz Road – New Home – Brett Gunther & Terry McKee and 780 Dietz Road – New Home – Christopher & Karol Schaeffer – On the motion of Kathy Kerchner seconded by Kim Moyer, the Board granted a waiver of Section 306.4 of the Stormwater Ordinance for new homes construction at 770 Dietz Road and 780 Dietz Road. Motion carried. Three votes yes.

11. Solicitor – Attorney Dillinger was not present.

12. Public Works:

- A. Ms. Kerchner advised that the Board has received the monthly report for October. There were no questions.
- B. Update – Reconciliation billing from York Township – Mrs. Gunnet advised that a meeting was held with both York Township and C.S. Davidson. Information was given to C.S. Davidson to review to substantiate the fees.
- C. Snow Plowing bid results – Mrs. Gunnet advised that All Seasons Lawn & Landscape was the only bidder. They have kept the same rates as last year. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.

13. Other Business:

- A. Ms. Kerchner advised that the Board has received the Zoning Officer's Report for September. There were no questions.
- B. Ms. Kerchner advised that the Board has received the Township Manager's Report for September. There were no questions.
- C. Ms. Kerchner advised that the Board has received the Dog Officer's Report for September. There were no questions.

Mrs. Gunnet advised that she has received the SPCA 2026 Animal Care & Housing Agreement. She commented that she does not believe there will be any changes made to it prior to December. She noted that the new agreement will allow for residents to drop

animals off at the shelter. There was discussion on alternative options for animal control and shelters.

- D. Recreation Commission – Update – Ms. Kerchner advised that she attended the October meeting and reported that the Community Center and growth of the programs were topics of discussion.
- E. Ms. Kerchner advised that the Board meeting scheduled for November 3, 2025 will be cancelled.
- 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. Stormwater Maintenance Agreement – Jeffrey & Kristy Zarfoss – 621 Memory Lane – Detached Garage and Driveway – Mr. Allison advised that this is a standard agreement. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the Stormwater Maintenance Agreement with Jeffrey and Kristy Zarfoss. Motion carried. Three votes yes.
- H. SPCA of York County – 2026 Animal Care and Housing Agreement – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the 2026 Animal Care and Housing Agreement in the amount of \$15,180. Motion carried. Two votes yes. Mr. Moyer voted no. (More discussion under 13C)
- I. Resolution #2025R-10-01 – Proclamation of Kindness Week Worldwide – November 8 – November 15, 2025 – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved Resolution #2025R-10-01 to promote Kindness Week. Motion carried. Three votes yes.
- J. Comcast Audit complete – \$1,341.19. Mrs. Gunnet advised that the audit was completed and it was determined that the Township was underpaid \$1,341.19. A list of street numbers was also provided to review. It was noted that cable subscriptions have decreased due to the rise in streaming services.

14. Unfinished Business – There was none.

- 15. Public Comment – Christine Emma, Patterson Avenue, questioned if the Police Department has microchip scanners that can be used to avoid taking animals to the SPCA. Mrs. Gunnet advised that they do. The SPCA also holds fundraisers and special adoption events to help reduce the number of sheltered pets.

Patrick Crotty, 1090 Manor Road, questioned the status of the data center proposed for White Oak Road. It was stated that no plans have been submitted for a data center in the Township.

Ms. Kerchner advised that the Township is working on an Ordinance to regulate data centers should one be proposed here.

Janda Wright, 2215 Freysville Road, questioned what Board meeting is being cancelled and if there will be a Zoning Hearing Board meeting held in October.

Tina Baker, White Oak Road, expressed her concerns with cars turning right on a red at the traffic signal at the Freysville and Windsor Road intersection. Dan Hoerr, Patterson Avenue, agreed.

Mike Herring, White Oak Road, suggested paying the additional fee to have left hand turn signals installed at the planned traffic signal at the East Prosect and Freysville Road intersection. Mr. Saylor commented that because this is a PennDOT project, he would like to see the State pay for this cost.

16. Supervisors Comments – Ms. Kerchner asked the Board if they had any comments.

Mr. Saylor stated that the SPCA needs to be held accountable. Mr. Allison commented that that they are well aware that the municipalities are not happy.

Mr. Moyer stated that he likes Kindness Week. He commented that every week should be Kindness Week. He added that the Community Center is coming along nicely.

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 7:50 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT
October 20, 2025

Chief Tim Damon
Jake Hebel
Jeff & Kathy Walker
Patrick Crotty
Janda Wright
Andrew Nelson
Paula Nelson
Tina Baker
Mike Herring
Dennis Barnik
Lauren Bartnik
Cliff & Yvette Engle
Gary Bartnik
Seth Davidson
Christine Emma & Dan Hoerr
Scott Gingrich

York County Regional Police Dept.
Gordon L. Brown & Associates
1241 Christensen Road York PA
1090 Manor Road Windsor PA
2215 Freysville Road Red Lion PA
3550 E. Prospect Road York PA
3550 E. Prospect Road York PA
White Oak Road Red Lion PA
White Oak Road

5 Valley View Drive Windsor PA
1011 Delta Road Red Lion PA
225 Manor Road Red Lion PA
20 Patterson Avenue Windsor PA
Alliance Fire & Rescue