

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
February 16, 2026

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, 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.
3. On the motion of Kathy Kerchner seconded by Stan Saylor, the minutes of the January 19, 2026 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 the PA Department of Military & Veterans Affairs informing that William Snowden of 502 Milner Drive and Jane Vandewater of 4081 Woodspring Lane, qualify for tax exemption. The County has also received the letters. If they choose to exempt the taxes, the Township will follow suit.
 - B. Mrs. Gunnet advised that she has received a letter from ECI Corporation, the General Contractor for the Community Center, stating there could be potential impacts on scheduling from winter weather. Other municipalities in which they are working have also received this letter. A copy has been forwarded to Attorney Dillinger.
 - C. Mrs. Gunnet advised that she has received the 2025 Clean & Green Assessed Value Report from the York County Assessment Office. There are 337 properties in Windsor Township that are listed in Clean & Green.
5. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich was present. He asked if there was an update regarding Knox Boxes. Mr. Allison advised that he has enrolled in a training webinar later this week.
 - A. Mr. Gingrich advised the next Fire Chief’s Meeting will be held at SAFER (Dallastown) on February 26, 2026 at 7:00 p.m. He commented that at this meeting he would like to schedule meeting dates for contract discussions.
 - B. Simulator repair – Mr. Gingrich noted that this would be a spring project.
6. York County Regional Police Department – Chief Damon was present. He reviewed the monthly report and advised he is working on the annual report.
 - A. The monthly report is available for review.

7. PLAN FOR APPROVAL:

- A. COVENANT MORAVIAN CHURCH – Preliminary/Final Subdivision Plan #250103 by James R. Holley & Associated, 3 lots along Meadow Hill Drive – Patti Fisher with James R. Holley & Associates advised that this subdivision separates the existing dwelling from the Covenant Moravian Church and creates two additional building lots on Meadow Hill Drive. Public sewer will be extended to these lots. She stated that they are requesting 4 waivers as follows:

Section 304.2.B – Plan Sheet Size
Section 304.2.C.6 – Defer stormwater management until time of Building Permit
Section 503.1.A – Curbs along Cape Horn Road
Section 503.2.A – Sidewalks along Cape Horn Road and western side of Meadow Hill Drive

Approval from PennDEP for the Planning Modules and the posting of surety remain outstanding. Conditional approval of the plan is being requested.

On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved the waivers as presented. Motion carried. Three votes yes.

On the motion of Kathy Kercher seconded by Stan Saylor, the Board approved the plan with the condition that approval is received from PennDEP and surety is posted. Motion carried. Three votes yes.

8. Township Engineer:

- A. Engineer's Report – Mr. Kraft advised that the Board has received the Engineer's Report. There were no questions. Mr. Kraft noted that the work is substantially complete on the basin repairs on Sunset Circle. A payment application has not been requested at this time.

- B. Community Center:
Update

Payment Applications:

eci Construction – AFP #10 – \$345,389.72
York Excavating – AFP #10 - \$54,944.73
MidState – AFP #8 – \$34,166.42
Shannon A. Smith – AFP #10 – \$58,970.74
Garden Spot – AFP #4 – \$40,590.00

Construction Costs – As of 1/19/26

Approval of Security Camera & Door Access Quote – Advantage Security

Mr. Kraft advised that the entire building is under roof and the contractors are all working indoors.

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

eci Construction – AFP #10 – \$345,389.72
York Excavating – AFP #10 - \$54,944.73
MidState – AFP #8 – \$34,166.42
Shannon A. Smith – AFP #10 – \$58,970.74
Garden Spot – AFP #4 – \$40,590.00

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

Ms. Kerchner advised that Mrs. Gunnet had provided a construction cost to date report. There were no questions.

Mrs. Gunnet advised that a quote has been obtained for security, camera and door access. This will be paid from the DCED Grant Funds. There are two parts to the quote. They are in the amounts of \$38,710 and \$6,968 for a total of \$45,678. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the quote from Advantage Security in the amount of \$45,678. Motion carried. Three votes yes.

- C. Land Use Corridor Assessment – Mr. Kraft advised that the Board has received a copy of the quote from his Planning Department to assess the commercial corridor along Cape Horn Road from the Longstown Intersection to Sheldon Drive. This also includes a portion along Windsor Road at the intersection with Cape Horn Road. He reviewed the quote for the Board. It is to be completed prior to the March Board meeting so that it may be discussed. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the Land Use Corridor Assessment quote from C.S. Davidson in the amount of \$9,220. Motion carried. Three votes yes.
- D. Security reduction – Kensington – Remaining Lands – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the security reduction for Kensington Remaining Lands in the amount of \$575,411.65 which will leave a remaining balance of \$6,871,754.45 based on the recommendation of the Township Engineer. Motion carried. Three votes yes.

9. Solicitor:

- A. Resolution #2026R-02-02 – Prospect Place – Ratifying the adoption of right-of-way along Freysville Road and transferring portion of right-of-way to PennDOT – Attorney Dillinger advised that one of the outstanding items for Prospect Place was for the obtainment and transfer of additional right-of-way. On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved Resolution #2026R-02-02. Motion carried. Three votes yes.
- B. Proposed Zoning Ordinance amendment – Data Centers – Discussion – Attorney Dillinger advised that the draft ordinance is still being worked on and in order to move forward, guidance is needed from the Board. He stated that the two questions that need to be

answered are what zones they would be permitted within and how they would be permitted. Mr. Saylor advised that he feels that after seeing the use in person, they should be permitted in the Industrial and Commercial Zone. There was discussion regarding the two types of commercial zoning and it was determined that it should not be permitted in the Neighborhood Commercial zone as it is intended for less intense uses.

Attorney Dillinger explained the differences between permitted uses, Special Exception uses and Conditional uses. He noted that with Special Exceptions and Conditional Uses, conditions could be placed on the approval. He added that both of these types of approval permit the use as long as requirements can be met. A permitted use does not require zoning approval. Attorney Dillinger noted that all requirements such as screening and noise regulations would still need to be met. Mr. Allison advised that he intends to revise the regulations within the Industrial Zone to be similar to those proposed with the Data Center amendment. There was additional discussion.

It was the consensus of the Board to allow for Data Centers in the Industrial Zone and General Commercial Zone (C-1) by Conditional Use.

10. Public Works:

- A. Ms. Kerchner advised that the Board has received the monthly report for February. There were no questions.

11. Other Business:

- A. Ms. Kerchner advised that the Board has received the Zoning Officer's Report for January. There were no questions.
- B. Ms. Kerchner advised that the Board has received the Township Manager's Report for January. There were no questions.
- C. Ms. Kerchner advised that the Board has received the Dog Officer's Report for January. There were no questions.
- D. Recreation Commission – Update – Ms. Kerchner stated that she attended the meeting in February. They discussed spring programs and year end balances.
- E. Ms. Kerchner advised that the Board meeting scheduled for March 2, 2026 will be cancelled.
- F. Sewage Enforcement Officer – Mrs. Gunnet advised that Adam Anderson with Site Design Concepts was appointed as the Sewage Enforcement Officer in January. Mr. Anderson has left Site Design Concepts and is now employed by James R. Holley & Associates. He has contacted the Township to inform of this change and express that he would like to continue to serve as the Sewage Enforcement Officer. The Board has received a letter from him.

Ms. Kerchner noted that a letter has also been received from Site Design Concepts stating that they would like to continue to serve the Township as well.

Mr. Anderson was present. He advised that he is requesting that the Township amend the appointment to list his new employer. He added that his fees would remain the same but he would be requesting that two additional administrative fees be added. This would provide for a lower rate when staff is providing services rather than him directly.

Mr. Allison advised that he is recommending that the Township retain Adam Anderson. He stated that there have been no issues with his services. He added that Site Design Concepts should then remain as the alternate. On the motion of Stan Saylor seconded by Kim Moyer, the Board appointed Adam Anderson with James R. Holley & Associates as the Sewage Enforcement Officer and Site Design Concepts as the Alternate. Motion carried. Three votes yes.

- G. Windsor Township Employee Handbook – Retirement – Use of accumulated time – Mrs. Gunnet advised that when the Employee Handbook was rewritten, the use of time after an employee has submitted their resignation or retirement date, is prohibited unless approval is granted by the Board of Supervisors. Ms. Kerchner commented that this had been included due to employees choosing not to work during snow events which left the Public Works Department short staffed. After discussion, the Board agreed to have this section rewritten to allow for the Township Manager to grant permission for use of time when an employee provides their retirement date.
- H. Resolution #2026R-02-01 – Prospect Place – Revision to the Act 537 Plan – Mrs. Gunnet advised that this revision advises that the development will be connected to public sewer. This had been previously approved but was rejected by PennDEP due to timing. On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved Resolution #2026R-02-01. Motion carried. Three votes yes.
- I. Snow Emergency Declared – Ms. Kerchner advised that a Snow Emergency was declared from Saturday, January 24th to Tuesday, January 26th.
- J. Declaration of Disaster Emergency – Ms. Kerchner advised that a Declaration of Disaster Emergency was declared from Saturday, January 24th to Tuesday, January 26th. Mrs. Gunnet advised that this was done at the recommendation of the County based on the potential for substantial snowfall. This would also allow for the Township to receive federal funding if a disaster was declared.
- K. Kimberly Lawn Care – 2026 Lawn Care Quote – Mrs. Gunnet advised that the 2026 quote is \$175 more than 2025. On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved the 2026 Lawn Care quote with Kimberly Lawn Care in the amount of \$12,080. Motion carried. Three votes yes.

17. Unfinished Business – There was none.

18. Public Comment – There was none.

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

Mr. Moyer did not have any comments.

Mr. Saylor complimented the Public Works Department for a great job with snow removal during the recent storm.

Ms. Kerchner echoed Mr. Saylor's comments.

20. On the motion of Kathy Kerchner seconded by Kim Moyer, the bills were approved. Motion carried. Three votes yes.

21. The meeting of the Windsor Township Board of Supervisors adjourned at 7:06 p.m.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT
February 16, 2026

Chief Tim Damon
Adam Anderson
Patti Fisher
Janda Wright
Tina Baker
Christine Emma
Dan Hoerr
Chris Sacarellos
Leo Sacarellos
Themis Sacarellos
Scott Gingrich

YCRPD
James R. Holley & Associates
James R. Holley & Associates
Freysville Road Red Lion PA
White Oak Road
20 Patterson Avenue Windsor PA
20 Patterson Avenue Windsor PA
Memory Lane York PA

Alliance Fire & Rescue