

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
May 18, 2026

1. The meeting of the Windsor Township Board of Supervisors was called to order by Vice-Chairperson Kim Moyer at 6:00 p.m.

Those present: 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. Mr. Moyer reminded that the Public Comment Policy that was adopted in March is in effect. Public comment will be received from residents only and is limited to three minutes. Speakers must come to the podium and provide their name and address.
4. On the motion of Stan Saylor seconded by Kim Moyer, the minutes of the April 20, 2026 meeting were approved. Motion carried. Two votes yes.
5. The following items of correspondence were presented:
 - A. Mrs. Gunnet advised that she has received notification from the Pennsylvania Department of Military & Veterans Affairs that Raymond Barlow, Jr., of 1710 Rosebrook Drive qualifies for Real Estate Tax exemption.
 - B. Mrs. Gunnet advised that she has been notified by the York County Tax Claim Bureau that the mobile home at 31 Windsor Acres was removed without a permit and there are delinquent taxes. They are requesting that the Township exonerate the taxes so the property can be put back on the tax roll. The amount due to the Township is \$1.48. Mr. Saylor advised that he has an issue with the Township exonerating as he feels the mobile home park owner should bear responsibility. The topic was tabled.
6. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich was present.
 - A. Mr. Gingrich advised the next Fire Chief’s Meeting will be held at Alliance Fire Company on June 25, 2026 at 7:00 p.m.
 - B. Simulator repair – There was no update.
 - C. Contract negotiations – A meeting date for negotiations will be discussed at the next Fire Chief’s meeting.
 - D. Replacement Knox Boxes on fire apparatus – Mr. Allison advised that the current system is becoming obsolete. He stated that he is trying to obtain a cost to replace and upgrade the existing boxes. There are approximately 21 across all three stations. Mr. Gingrich commented that they are technology based and need replaced over time. Mr. Allison noted

that the same thing occurred when YAUFER merged stations. Mr. Gingrich explained how Knox boxes work.

7. York County Regional Police Department – No one was present.

A. Mr. Moyer advised the monthly report is available for review.

8. Plans for Approval:

A. PROSPECT PLACE – Preliminary Plan by R.J. Fisher & Assoc., 287 lots along East Prospect Road, Freysville Road, Mountain Road, Country-By-Way and Stonewood Road – Previously conditionally approved – Signatures required – This plan was tabled.

B. PROSPECT PLACE, PHASE I – Final Subdivision & Land Development Plan #223045 by R.J. Fisher & Association for 64 lots – This plan was tabled.

C. COVENANT MORAVIAN CHURCH – Preliminary/Final Subdivision Plan by James R Holley & Associates, 2 lots along Meadow Hill Drive – Previously conditionally approved – Signatures required – Mr. Allison advised that the Board had previously conditionally approved the plan but the Board had not signed it at that time. The plan was signed.

9. 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 #13 – \$293,392.63

York Excavating – AFP #11 – \$377,194.96

MidState – AFP #11 – \$159,525.02

Shannon A. Smith – AFP #13 – \$341,018.54

Garden Spot – AFP #7 – \$21,185.00

Change Orders:

Garden Spot CO #5 – Plumbing Fixtures – \$880.85

Mr. Kraft advised that the steel work has been completed. They are currently working on the siding and flooring. Substantial completeness is still scheduled for the end of July.

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

eci Construction – AFP #13 – \$293,392.63
York Excavating – AFP #11 – \$377,194.96
MidState – AFP #11 – \$159,525.02
Shannon A. Smith – AFP #13 – \$341,018.54
Garden Spot – AFP #7 – \$21,185.00

On the motion of Kim Moyer seconded by Stan Saylor, the Board approved the payment applications as presented. Motion carried. Two votes yes.

On the motion of Kim Moyer seconded by Stan Saylor, the Board approved Change Order #5 for Garden Spot in the amount of \$880.85. Motion carried. Two votes yes.

- C. Security Reduction – Kensington Remaining Lands – Mr. Kraft advised that he is recommending a reduction in the amount of \$293,774.80. On the motion of Kim Moyer seconded by Stan Saylor, the Board approved the security reduction based on the recommendation of the Township Engineer. Motion carried. Two votes yes.

10. Solicitor – Attorney Dillinger did not have anything to report.

- A. York County Assessment – Change in Assessment – 970 White Oak Road (Agenda 12J) – Attorney Dillinger advised that Mrs. Gunnet had informed him that the Township has been notified by the Assessment Office that if municipal property is receiving rental income that the property does not qualify to be tax exempt. Currently the Public Works property is being rented to a farmer. It will be pursued to have the property enrolled in Clean & Green.

Mr. Saylor commented that the school district rents out the Windsor Manor school. He questioned if they would be taxed. Attorney Dillinger stated that he is not sure since it is for a public purpose.

Mrs. Gunnet noted that tax exempt properties are exempt from the Fire Tax but are not exempt from the Fire Hydrant Tax.

11. Public Works:

- A. Mr. Trout advised that the Board has received the monthly report for May. Mr. Saylor questioned what impact there may be if paving projects are delayed due to the cost of blacktop. Mr. Trout advised that projects will be prioritized and this is not the first time that this has had to occur.
- B. Oil & Chip Bid results – Mrs. Gunnet advised that the bid results are attached the Board's agendas. The low bidder is Russell Standard. On the motion of Kim Moyer seconded by Stan Saylor, the Board awarded the bid to the low bidder. Motion carried. Two votes yes.

12. Other Business:

- A. Mr. Moyer advised that the Board has received the Zoning Officer's Report for April. There were no questions.
- B. Mr. Moyer advised that the Board has received the Township Manager's Report for April. There were no questions.
- C. Mr. Moyer advised that the Board has received the Dog Officer's Report for April. There were no questions.
- D. Recreation Commission – There was no update.
- E. Mr. Moyer advised that the Board meeting scheduled for June 1, 2026 will be cancelled.
- F. Windsor Township Employee Handbook – Duane Frey – Time Off – Mrs. Gunnet advised that Duane Frey is a new hire and does not have accumulated vacation time. He had informed during the interview that he already scheduled vacation and requested Board approval for time off without pay. It would be 5.5 days. On the motion of Kim Moyer seconded by Stan Saylor, the Board approved time off without pay for Duane Frey. Motion carried. Two votes yes.
- G. Resolution #2026R-05-01 – Local Share Assessment Grant – Red Lion Ambulance Association \$31,500 – Mrs. Gunnet advised that she, along with Mr. Allison and Mr. Saylor had met with the business manager of the Red Lion Ambulance Association. They would like to apply for a LSA Grant for a lift assist hoist. In order to apply, they must have a sponsor municipality. On the motion of Kim Moyer seconded by Stan Saylor, the Board approved Resolution #2026R-05-01 to apply for a LSA Grant. Motion carried. Two votes yes.
- H. Red Lion Grange – 2025 Tax Forgiveness – Mrs. Gunnet advised that there was no response from the Red Lion Grange regarding additional information requested for tax forgiveness for 2025. They have qualified as tax exempt for 2026.
- I. Mr. Moyer thanked Windsor Valley Farms for the flower display at the front of the Township Office.
- J. York County Assessment – Change in Assessment – 970 White Oak Road – Discussed under 10A.
- K. Resolution #2026R-05-02 – Mrs. Gunnet advised that the Fee Schedule needs to be updated to reflect the change in the quarterly sewer bill rate increasing to \$130 per quarter. On the motion of Kim Moyer seconded by Stan Saylor, the Board approved Resolution #2026R-05-02. Motion carried. Two votes yes.

- L. Mr. Moyer advised that an Executive Session would be held after the meeting to discuss contract negotiations.
- 14. Unfinished Business – There was none.
- 15. Public Comment – There was none
- 16. Supervisors Comments – Mr. Moyer asked Mr. Saylor if he had any comments. He did not have any. Mr. Moyer did not have any comments.
- 17. On the motion of Kim Moyer seconded by Stan Saylor, the bills were approved. Motion carried. Two votes yes.
- 18. The meeting of the Windsor Township Board of Supervisors adjourned into an Executive Session at 6:48 p.m. to discuss contract negotiations.

Respectfully submitted,

Jennifer L. Gunnet
Secretary

CITIZENS PRESENT

May 18, 2026

Janda Wright

Andrew Nelson

Calvin Nelson

Tina Baker

Lauren & Gary Bartnik

Charles Beaston

Dan Hoerr

Christine Emma

Scott Gingrich

2215 Freysville Road

3550 E. Prospect Road

3540 E. Prospect Road

White Oak Road

Delta Road

Delta Road

Patterson Avenue

Patterson Avenue

Alliance Fire & Rescue