

WINDSOR TOWNSHIP BOARD OF SUPERVISORS
September 21, 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, Kipp Allison, Jeremy Trout, Jodi Heffner and Deanna Coble. See the attached list of citizens present.

2. The Pledge of Allegiance was recited.
3. Ms. Kerchner advised that the Public Comment Policy will be 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 Kathy Kerchner seconded by Stan Saylor, the minutes of the August 17, 2026 meeting were approved. Motion carried. Three votes yes.
5. The following items of correspondence were presented:
 - A. Mr. Allison advised that he has received a letter from the Pennsylvania Department of Transportation informing that the results of a traffic study have concluded that a fulltime left turn lane restriction from Windsor Road onto Cape Horn Road is not warranted. PennDOT had initiated this traffic study.
6. Windsor Township Fire & Emergency Rescue Services Association – Scott Gingrich was present. He questioned if there was an update on the Knox Boxes. Mr. Allison advised that he needs to follow up with them again. It was noted that the gun raffle that was just held is Alliance's biggest fundraiser of the year.
 - A. It was noted that LSA Statewide Grants have been awarded as follows:
 - SAFER – \$166,000 Lighting Project for Fire Stations
 - Alliance – \$398,273 – Fire Station Repairs
 - SAFER – \$374,792 – Upgrade Equipment
 - B. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved Resolution #2026R-09-01 for a Letter of Support for SAFER for LSA Cat 4 grant application. Motion carried. Three votes yes.
 - C. On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved the Contract Summary with the Windsor Township Fire & Emergency Rescue Services Association. Motion carried. Three votes yes.
 - D. Mr. Gingrich advised that the next Fire Chief's Meeting will be held at SAFER on October 22, 2026 at 7:00 p.m.

- E. Simulator repair – Mr. Gingrich questioned if the Board would be willing to support Alliance in applying for a LSA grant in 2027 for a container style training facility. The Board was agreeable to this.
- 7. York County Regional Police Department – Chief Damon was present. He reviewed the August report and year to date.
 - A. The monthly report is available for review.
 - B. Municipal Assistance Program Grant – Letter of Support – Chief Damon advised that they would like to apply for a grant for repairs to their cooling tower and would like to have a letter of support from the Township. He stated that he will have that paperwork to present at a future meeting.
 - C. Possible changes to Windsor Road – Chief Damon advised that based on the crash data report covering 2022 to 2025, the Board may want to consider installing left turning lanes at Windsor Road/Dietz Road and Windsor Road/Kendale Road and left turn arrows at the Windsor Road/Freysville Road intersections. Mrs. Gunnet informed that a traffic study had been completed for the Windsor Road/Freysville Road intersection and only the northbound direction of Windsor Road supported the need for a left turn arrow. There is potential for a development on the farm to the north of Windsor Crossing which could result in improvements being required at the developer's cost.
 - D. Chief Damon took a moment to congratulate Mrs. Gunnet on her upcoming retirement sending her best wishes on a well deserved milestone.
- 8. Golden Connections – Kasie Ream – Executive Director – Mr. Allison advised that this will be postponed to October.
- 9. Attorney Stacey MacNeal – Cape Horn Road Property Discussion – Elizabeth Vanasse from Barley Snyder advised that she is present on behalf of Attorney Stacey MacNeal. Also present were Joe Stein from Warehaus and Themis Sacarellos. Ms. Vanasse advised that they are present this evening to obtain input from the Board on how they would like to see the lands along Windsor Road and Cape Horn from the intersection to just south of Ruppert Road developed. She explained that she has broken the area down into different segments using the original concept plan since the Board and attendees are familiar with the layout. She added that TPD is currently working on traffic studies as they are aware that improvements will be required.

Ms. Vanasse presented each location separately explaining what use they feel would be best for that area and why. The first area addressed was the land along Windsor Road and across from Longtown Village. She stated that single family and duplex dwellings are proposed for this area. This would meet the requirements of the current zoning. Ms. Vanasse advised that they feel that the area at the intersection of Windsor Road and Cape Horn Road would be best utilized for a larger scale use. This area is currently zoned C-1. Ms. Vanasse stated that they feel the land where Belle Road would be extended would be best served with general commercial uses. It was noted that currently the Walmart tract is not under contract with Mr. Sacarellos, but they feel that

this land would be suited for higher density residential with possible commercial use on the frontage if permitted through the deed restrictions. She explained that due to the topography of the land to the rear of the tract owned by Walmart, the best use would be a mix of single family, townhouses and multifamily housing. Ms. Vanasse advised that the area along Ruppert Road that had previously been presented as a park area for the Township would be best suited for larger single family residential lots.

There was discussion on the presentation. Mr. Saylor advised that he would like to see commercial uses as they provide more tax revenue than housing. Mr. Sacarellos stated that the current market conditions would not warrant the development of the amount of currently zoned commercial land. Mr. Stine stated that he understands that the Board does not want the logistics center that was proposed but would like to get input as to what they would prefer. It was suggested that input be given by the Windsor Township Planning Commission.

John Cheeseman, 910 Cranberry Lane, commented that just because the land is there does not mean that it needs to be developed.

Brita Runkle advised that she is a Planning Commission member. She stated that she feels the places for growth are where the infrastructure is in place. She added that she does not feel an industrial use is best suited in this location and the current zoning is appropriate.

Jim Vargos, 985 Castle Pond Drive, expressed his concerns with not having proper fire equipment to deal with potential flammables associated with a warehouse use.

Ms. Vanasse reminded that they are only present this evening for feedback. They have not submitted a plan. Mr. Allison questioned if there will be phasing for plans. Mr. Stine stated that it would as he anticipates this to be a 20 year buildout.

Public comments were received addressing thoughts on not developing the land, belief that current zoning is appropriate, concerns about inadequate fire apparatus, mixed use development, opposition to industrial uses, differences in types of densities, affordable housing, flooding concerns and traditional sizes for big box stores.

No decisions were made.

10. Plans for Approval:

A. Susan K. Smith – Final Subdivision Plan – 1 Lot – Zane Williams with Gordon L. Brown & Associates advised that this plan creates one 10 acre building lot along White Oak Road.

There are waiver requests as follows:

Section 502.2.J	Road widening
Section 503.2.A	Installation of sidewalks
Sections 304.2.B & 305.2.B	Plan scale
Sections 304.2.B & 305.2.B	Sheet size
Section 506.5A	Connection to public sewer
Section 306.R	Stormwater facilities outside building setback

Mr. Kraft advised that all other comments have been addressed. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board granted the Subdivision and Land Development Ordinance waiver requests as presented. Motion carried. Three votes yes.

On the motion of Kathy Kerchner seconded by Kim Moyer, the Board granted the Stormwater Management Ordinance waiver request as presented. Motion carried. Three votes yes.

On the motion of Stan Saylor seconded by Kim Moyer, the Board approved the plan. Motion carried. Three votes yes.

- B. Lawrence E., Jr. & Madyline H. Shoemaker – Preliminary/Final Subdivision Plan – Jason Brenneman with James R. Holley & Associates advised this plan is a lot line adjustment. It will create a two acre lot with an existing house with the balance of the land being split between two adjoining properties. No building lots are being created. He advised that they are requesting waivers as follows:

Section 502.2.J.1	Road widening
Section 503.2.A	Installation of sidewalks
Sections 304.2.B & 305.2.B	Plan scale
Sections 304.2.B & 305.2.B	Sheet size
Section 506.5A	Connection to public sewer

Mr. Kraft advised that all comments have been addressed.

On the motion of Kathy Kerchner seconded by Stan Saylor, the Board granted the waiver requests as presented. Motion carried. Three votes yes.

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

11. Township Engineer:

- A. Engineer's Report – Mr. Kraft advised that the Board has received his Engineer's Report. There were no questions.

B. Community Center:

Update

Payment Applications:

eci Construction – AFP #17 – \$94,127.33
York Excavating – AFP #15 – \$94,719.83
Garden Spot – AFP #11 – \$6,222.50

Change Orders:

York Excavating – CO #5 – \$32,248.76 – Rolled curbing, sidewalks, escalator clause

Mr. Kraft advised that walk throughs have been completed and the contractors are working on the punch lists. The York County Conservation District has given York Excavating Company authorization to convert the last basin.

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

On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the change order as noted. Motion carried. Three votes yes.

- C. Mr. Kraft congratulated Mrs. Gunnet on her retirement. He gave many praises and thanked her for her commitment to the community from the standpoint of a both a colleague and a Township resident.

12. Solicitor – Attorney Dillinger addressed items listed on the agenda.

13. Public Works:

- A. Ms. Kerchner advised that the Board has received the monthly report for September. There were no questions.
- B. York County Assessment – 970 White Oak Road – Agricultural Use – Tax Exempt – Attorney Dillinger advised that the Public Works Building property has been approved for Clean & Green status. This does not classify it as tax exempt but does provide for a discount.
- C. 2026 – 2027 Propane Bid – Ferrellgas – \$1.415/gallon – On the motion of Kathy Kerchner seconded by Kim Moyer, the Board awarded the bid to the low bidder. Motion carried. Three votes yes.
- D. Funds for partial paving of Mountain Road – Mr. Trout advised that there is a section of Mountain Road that he would like to make improvements to near the Prospect Place development. Funds are not budgeted but he would like to use unused funds from the bridge repairs account toward this. On the motion of Stan Saylor seconded by Kim Moyer, the Board approved for the funds to used toward Mountain Road roadwork. Motion carried. Three votes yes.

14. Other Business:

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

- D. Recreation Commission – Ms. Kerchner advised that Mr. Shaffer and Mr. Koons are working on new programs for the Community Center as well as the logistics for rentals. Windsor Township residents will receive a discount. A date for the Open House has not been determined.
 - E. The Board meeting scheduled for October 5, 2026 will be cancelled.
 - F. Pension Plan – 2027 MMO Non-Uniform Pension Obligation, 2027 MMO Uniform Pension Obligations, 2026 Distressed Determination – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the 2027 MMO for the Non-Uniform Pension in the amount of \$121,996. Motion carried. Three votes yes. On the motion of Kathy Kerchner seconded by Kim Moyer, the Board approved the 2027 MMO for the Police Pension in the amount of \$0. Motion carried. Three votes yes. The distress score for the Non-Uniform pension plan for 2026 is 0.
 - G. All Seasons Lawn & Landscaping – Snow Plow Contract Extension – Mr. Allison advised that the current contract allows for a one year extension. All Seasons has agreed to keep the same rate for the 2026/2027 season. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board granted the one year extension. Motion carried. Three votes yes.
 - H. Consultant Agreement – Jennifer Gunnet – On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the Consultant Agreement with Jennifer Gunnet. Motion carried. Three votes yes.
 - I. Ms. Kerchner advised that the Pre-Budget meeting will be held on September 22, 2026 and the Budget meeting will be held on November 3, 2026. Both will begin at 9:00 a.m. at the Township Office.
 - J. Appointment – Township Manager Effective October 3, 2026 – Kipp Allison – On the motion of Stan Saylor seconded by Kim Moyer, Kipp Allison was appointed Township Manager effective October 3, 2026. Motion carried. Three votes yes.
 - K. Stormwater Facilities Maintenance Agreements:
 - Andrew E. & Sarah D. Murrow, 865 Grim Hollow Road – Pole Building
 - L Prospect Place, LLC – Prospect Place Subdivision – 285 single family lots
- Attorney Dillinger advised that he has reviewed the Agreement for L Prospect Place, LLC and it is ready for approval. On the motion of Kathy Kerchner seconded by Stan Saylor, the Board approved the Stormwater Agreement. Motion carried. Three votes yes.
- On the motion of Stan Saylor seconded by Kim Moyer, the Board approved the Stormwater Facilities Maintenance Agreements for 865 Grim Hollow Road. Motion carried. Three votes yes.
- L. Ms. Kerchner advised that an electronics collection will be held on Saturday, October 3rd from 9:00 a.m. to 12:00 p.m. at the Public Works Building. This is for residents only.

M. Ms. Kerchner advised that a shredding event will be held on Thursday, October 29th at the Township Office from 3:00 p.m. to 6:00 p.m. This is for residents only and there is a two box limit.

14. Unfinished Business – There was none.

15. Public Comment – Residents thanked Mrs. Gunnet for her service.

16. Supervisors Comments – Mr. Saylor, Mr. Moyer and Ms. Kerchner congratulated Mrs. Gunnet on her retirement after 46 years with Windsor Township. They praised her service to the Township and the amazing job she has done. They acknowledged the personal sacrifices she has made over her tenure. The Board commented that they have learned much from her over the years and appreciate what she has done for the Township and the employees. They shared stories of how she has impacted them and told her how much she will be missed.

Mrs. Gunnet commented that the Township has been good to her and she will miss everyone.

The Board congratulated Mr. Allison on becoming the new manager.

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 8:20 p.m.

Respectfully submitted,

Kipp D. Allison
Secretary

CITIZENS PRESENT
September 21, 2026

Chris Morgan	3018 Lakefield Road
Kathy Weber	4086 Woodspring Ln
Paula Vergos	985 Castle Pond Dr.
Norma Lingenfelter	2052 Faversham Way
Patricial Deller	2045 Faversham Way
Ed Heindel	1440 Bahns Mill Rd
Zane Williams	Gordon L. Brown & Associates
Jason Brenneman	James R. Holley & Associates
Tina Baker	White Oak Road
Sharon Fassnacht	40 Curtis Dr.
Charles Lutz	1105 Windsor Rd
Cliff & Yvette Engle	5 Valley View Dr.
Charles W. Smith Jr.	285 Stabley Lane
Gladys Vazquez	928 Castle Pond Dr.
Joe Stein	Warehaus
Elizabeth Vanasse	Barley Snyder
Brita Runkle	Blouse Rd.
Terry Rauhauser	Lakefield Rd.
Jim Vergos	985 Castle Pond Dr.
Barbara Gary	Lakefield Rd.
Eithel Keller	Faversham Way
Chief Damon	York County Regional Police Dept.
Themi Sacarellos	Windsor Rd.
Cindy Baer	Windsor PA
Janda Wright	Freysville Rd.
Lynn Cheeseman	Cranberry Lane
John Cheeseman	Cranberry Lane
Scott Gingrich	Alliance Fire & Rescue