

**The Township of Windsor
Board of Supervisors Meeting
APRIL 14, 2026 - 7:00 P.M.**

MEETING MINUTES

CALL TO ORDER: Chairman Davis called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

Members present: Supervisors, Jerry Davis, Polly Hartman, George Rogosky; Solicitor, Chris Muvdi; Engineer, Brian Boyer; Zoning and Code Enforcement Officer, Ryan Wessner; Roadmaster, Ben Sonon; Secretary/Treasurer, Jane Werley. Members of the public.

ANNOUNCEMENTS

Chairman, Davis asked for a moment of silence for the passing of Harry Sproesser.

Executive Session was held April 14, 2026, from 6:30 to 6:50 to discuss possible litigation matters.

PUBLIC COMMENTS: No comments.

APPROVAL OF MEETING MINUTES

- Motion by PH to approve the Minutes of March 10, 2026, Board of Supervisors Meeting. Seconded by GR. Motion carried 3-0.

OPENING OF THE SEAL COAT / OIL & CHIP BIDS

- Engineer Read the received seal coat bids.
- Motion made by PH to award the bid to the lowest bidder, Asphalt Maintenance Solutions, subject to Crossroads engineer review for completeness. Seconded by GR. Motion carried 3-0.

ENGINEER/PLANNING COMMISSION REPORT

- Board reviewed the report.
- There is a violation on the Werley site and property needs to be posted. Motion by JD to authorize zoning officer, Ryan Wessner to post the property. Seconded by PH. Motion carried 3-0.
- Estoppel Certificate Lot 1 and Lot 7 Hamburg Commerce Park. After discussion motion by JD to execute the certificate as presented. Seconded by GR. Motion carried 3-0.

ZONING AND CODES ENFORCEMENT REPORT

- Board reviewed the report.
- Violation posted for final notice at 118 Southeast Dr.
- Citation filed for Monument Rd. and Old 22.

SOLICITOR REPORT

- Draft Data Center Ordinance will be emailed for review. Planning Commission will review first and submit comments to the Board of Supervisors. After BOS review and comments, it will be sent to the County for review and comment.

SEO REPORT

- 150 Hepner Rd request a waiver for the 100 ft from well standard to 78 ft for new septic due to size of property. Current cesspool is failing. New septic will be further from the well than the current cesspool. After discussion with engineer motion made by JD to approve the waiver. Seconded by PH. Motion carried 3-0.

FIRE SERVICES REPORT

- Wynter Snyder of Virginville explained that starting in May their report format will be updated to give more detailed information on service.
- Chairman read the Hamburg, Union Fire Company report to the public. 199 calls, new equipment, grant for trucks and financial report.

ROADS AND PARK UPDATE

- Board reviewed the report.
- Mulch for park will be delivered next week. Fertilizer has been delivered and now they need a rainy day to spread.
- International Dump Truck for Sale. Motion by JD to list the International Truck for sale on Municibid for 90 days with a hidden reserve. Seconded by PH. Motion carried 3-0.

OLD BUSINESS

NEW BUSINESS

- Polly Hartman's resignation from the Planning Commission accepted
- Motion by JD to appoint Kevin Hodorawis to the Planning Commission. Seconded by PH. Motion carried 3-0.
- Tax Collector – ACH Transactions – Letter to Bank – No discussion, no letter is to be sent.
- Insurance Renewal due June 2026. After discussion the Board Tabled until May to have questions answered on the policy.
- Mountain Road Project grant received. Next step is to get permits and conservation approval.
- Motion made by JD to open an escrow account at M&T Bank for subdivision and land development plans after fees are finalized. Seconded by GR. Motion carried 3-0. Secretary and Solicitor will work on an updated fee schedule listing the escrow amounts required and the board will review in May.
- Secretary/Treasurer requested permission to purchase QuickBooks for accounting and payroll responsibilities. Motion by GR approving purchase of QuickBooks Gold with Payroll. Seconded by JD. Motion carried 3-0. Authorization form for the secretary to access Munstats.com for state reporting requirements signed by JD.
- After discussion the board reported that they will be scheduling workshops on the last Saturday of every month at 7:00 am starting June 2026 through December. Motion by PH to advertise workshop dates through December. Seconded by GR. Motion carried 3-0.

FINANCIAL REPORT

- Chairman read the financial report to the public.
- Motion by GR to approve payment of the bills. Seconded by PH. Motion carried 3-0.

PUBLIC COMMENTS

- Mike Palahnuk requested to meet with the secretary to go over procedures for renting the park. Secretary will take over the reservations and agreements for the park rental. Mike will continue to be responsible for opening and closing the park, mowing and cleaning when necessary.
- Bruce Hartman asked about the opening of the bids for the sealcoat. Engineer explained the new procedure uses Municibid online system, which is safer, more transparent and easier and less expensive for the bidders.

ADJOURNMENT

- Motion by JD to adjourn the meeting at 7:54 pm. Seconded by PH. Motion carried 3-0.

Respectfully Submitted,

Jane Werley
Secretary/Treasurer
Windsor Township