

**WINDSOR TOWNSHIP BOARD OF SUPERVISORS
MINUTES OF MEETING
TUESDAY, JANUARY 13, 2026**

The regular Meeting of the Windsor Township Board of Supervisors was held at the Windsor Township Building, 110 Haas Road, Hamburg, Pennsylvania, 7:00 p.m., prevailing time as previously advertised and posted.

CALL TO ORDER

Chairman of the Board Jerry Davis called the regular monthly meeting of the Windsor Township Board of Supervisors to order at 7:02 p.m.

ROLL CALL

Officials Present: Chairman Jerry Davis, Vice Chairman Polly Hartman, Supervisor George Rogosky, Secretary/Treasurer Jennifer Wassell-Bonser, Solicitor Chris Muvdi, esq, Engineer Brian Boyer, Zoning and Codes Enforcement Officer Ryan Wessner. Roadmaster Ben Sonon was absent from the meeting.

ANNOUNCEMENTS

Chairman Davis announced Executive Sessions were held Monday, January 5, 2026 from Approximately 7:37 p.m. to 9:37 p.m. and Friday, January 9, 2026 from approximately 11:30 a.m. to 3:00 p.m. as well as prior to the Board Meeting from approximately 6:20 p.m. to 6:50 p.m. Regarding Personnel.

Chairman Davis also announced two vacancies exist within the Zoning Hearing Board and that Letters of Interest may be submitted to the Township Office.

There was also an announcement that there are openings for part-time Snow Plow Drivers (CDL & non-CDL) and anyone interested may contact Township Office.

PUBLIC COMENTS

None at this time.

APPROVAL OF MEETING MINUTES

Polly Hartman made a **motion** approving the December 17, 2025 Board of Supervisors Meeting Minutes as presented; George Rogosky seconded the motion. All in favor.

Jerry Davis made a **motion** approving the January 5, 2026 Board of Supervisors Re-Organization Meeting Minutes with a correction to Supervisor Hartman's first name to be reflected as Polly; Polly Hartman seconded the motion. All in favor.

ENGINEERING/PLANNING COMMISSION REOPRT

Township Engineer Brian Boyer provided an update relative to Southern Schuylkill Property Group's self-storage facility, noting the developer plans to submit revised plans in the coming weeks. Jerry Davis shared concerns regarding mud on township roads in the area of the project due to dirt being hauled off site and noted the situation is in the process of being remedied by the

developer. Jerry also noted that the Township has incurred approximately \$3,000.00 in Engineering fees from the former Engineering Firm, SDE, for an on-site observer who was staged at the project without prior approval from the Board of Supervisors. Zoning and Codes Enforcement Officer Ryan Wessner also noted that concerns related to the project have been relayed to the Pennsylvania Fish and Game Commission, the Berks County Conservation District, Pennsylvania Department of Environmental Protection who handed it off to the Pennsylvania Department of Transportation.

Township Engineer Boyer also noted the plans for the Raywil Apartments Land Development have been received for review at the upcoming Planning Commission Meeting.

ZONING AND CODES ENFORCEMENT REPORT

Updates on 118 Southeast Drive and Route 143 Properties

Zoning and Codes Enforcement Officer Ryan Wessner provided an update relative to 118 Southeast Drive noting that he is in the process of following-up to complaints and plans to issue enforcement notices upon the Board's review in order to bring the property into compliance with Township Ordinance No. 41 related to Garbage and Rubbish.

Ryan also stated the issue at the Route 143 property is considered a closed issue at this time and has sent a formal final written notice to the property owners.

It was also noted for the good of the record that all permit applications shall be submitted at the Township Office for processing going forward.

SOLICITOR'S REPORT

Solicitor Chris Muvdi noted that his office is in the process of obtaining all the Township files from the former Solicitor's office and noted that there may be a large quantity due to the span of time going back approximately fifty years.

SEO REPORT

Branden Bialek introduced himself as the Township's new Sewage Enforcement Officer and explained the process for obtaining on-lot septic permit applications.

It was noted for the good of the record that all on-lot septic permit applications shall be submitted at the Township Office for processing going forward.

FIRE SERVICES REPORT

Scott Thren presented the Year-End Financial Report and 2026 Budget for the Union Fire Company #1 in addition to a list of 2026 Executive Officers, noting that he will remain the point of contact on behalf of the Fire Company.

Newly-Elected Fire Chief Bethany Thren provided details related to her background with the Fire Company in addition to a year-end update for the Fire Company, noting there were 915 total calls in 2025, (95 of which were in December), and there have been 21 calls so far for 2026.

Robert Smith, President of the Relief Association for the Virginville Fire Company was in attendance to answer any questions.

ROADS AND PARK UPDATE

Jerry Davis noted that Roadmaster Ben Sonon was absent from the meeting due to an accident this morning.

Jerry noted that the park has been limed and confirmed that the Township has been awarded \$30,000.00 in grant funding for park improvements.

Jerry also noted that the township trucks are back in order and indicated costs incurred in the amount of approximately \$3,400.00 for brake repair on the Freightliner Truck and approximately \$7,800.00 for work on the Ford F-550. It was noted that the new truck has been ordered and it is anticipated for delivery in the upcoming months.

OLD BUSINESS

Appoint Zoning Hearing Board Solicitor per Zoning Hearing Board Recommendation

The Township Solicitor noted that a recommendation for Jason Ulrich, esq. of Gross McGinley has been made for Solicitor of the Zoning Hearing Board who can be appointed at the next Zoning Hearing Board Meeting in addition to two appointees and an alternate member for the Zoning Hearing Board.

Professional Services/Supervisor's Duties

No update at this time.

NEW BUSINESS

George Rogosky made a **motion** to amend the Agenda to add the Township Tax Collector Bond; Jerry Davis seconded the motion. All in favor.

George Rogosky made a **motion** approving an increase to the Township Tax Collector Bond from \$25,000.00 to \$75,000.00; Jerry Davis seconded the motion. All in favor.

The Board provided background information regarding bonding requirements for the Township Tax Collector for the audience in attendance.

Chairman Davis noted that recordings of Township Meetings is in the process of being incorporated onto the Township's website.

Jerry also noted that the Township Office will be open Monday through Friday from 9:00 a.m. to 3:00 p.m. with the exception of the meeting nights in which the Township Office will be open from 5:00 p.m. to 7:00 p.m. prior to the start of meetings scheduled to be held those evenings.

FINANCIAL REPORT

Approval of Bills

Chairman Davis noted the Financial Report as prepared by the Former Township Secretary/Treasurer for the month of December, 2025 noting the total revenue/income for the year for state and general funds in the amount of \$1,042,125.28 and \$749,913.48 in expenditures leaving a year-end balance of \$642,304.77 in the General PLGIT Account, \$4,669.02 in the General Park PLGIT Account, \$231,661.51 PLGIT State Liquid Fuels Account, \$99,209.21 in the M&T Bank General Checking Account, and \$100.00 in the M&T Bank State Liquid Fuels Account.

George Rogosky made a **motion** authorizing payment of the bills as presented; Polly Hartman seconded the motion. All in favor.

PUBLIC COMMENTS

None at this time.

EXECUTIVE SESSION

Jerry Davis made a motion that the Board of Supervisors would meet in Executive Session to discuss personnel matters beginning at approximately 7:32 p.m. and that the meeting would be adjourned immediately upon the conclusion of the Executive Session; Polly Hartman seconded the motion. All in favor.

ADJOURNMENT

Polly Hartman made a motion to reconvene and adjourn the meeting at 8:25 p.m.; George Rogosky seconded the motion. All in favor.

Respectfully submitted,

Jennifer A. Wassell-Bonser
Township Secretary