

**WINDSOR TOWNSHIP BOARD OF SUPERVISORS
BERKS COUNTY, PENNSYLVANIA**

October 8, 2025

CONVENE:

Vice chairman Jerry Davis convened the regular monthly meeting of the Board of Supervisors of Windsor Township at 7:00 p.m. Members of the Board present were Jerry Davis and Craig Long. Also present were solicitor Russell Farbiarz, Ryan Wessner Zoning Officer and Benjamin Sonon, Roadmaster. One individual signed the sign-in sheet: Adam Robles.

MINUTES:

On a motion by Craig Long, seconded by Jerry Davis passed with unanimous vote, the minutes of the September 10th, 2025 regular monthly board meeting were approved.

PUBLIC COMMENT PERIOD:

Adam Robles questioned the Board concerning a possible Robles Solar Project on his property along Windsor Castle Road. He was told to communicate with the zoning officer to obtain all of the specific requirements needed to proceed with the proposal.

REPORTS:

ENGINEER & SEO ACTIVITY REPORT: Part of the township files

ZONING OFFICER: Ryan Wessner suggested that the township initiate a complaint form on which the zoning officer will follow up on code violations which are received by the township secretary.

ROADMASTER: It was reported that the Township is in need of qualified plow truck drivers.

PARK: It was reported that there are no more rentals for this season.

FIRE SERVICE: It was stated that the Township has received funding from the state's Fireman's Relief Organization and that the distribution of the \$18,417.59 will be approved at this meeting.

OLD BUSINESS:

On motion by Jerry Davis, seconded by Craig Long passed with unanimous vote an amendment to the Maintenance Agreement between the Township and the Caloiero Realty Group, LLC for the Towns at Kaercher Creek Subdivision was adopted. This amendment extends the expiration date of the maintenance period to July 30, 2026 and to provide security in the amount of \$5,700.00 for the Maintenance Punchlist.

After discussion and upon further investigation, action on an amendment to Ordinance No. 41 to require maintenance of service walks within the Township was tabled.

NEW BUSINESS:

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The secretary was directed to draft a preliminary 2026 budget for presentation and action at the November 12, 2025 meeting.

On a motion by Jerry Davis, seconded by Craig Long passed with unanimous vote a new Edenburg Park Rental Agreement was adopted. This agreement establishes the fees and conditions for park rentals.

On a motion by Jerry Davis, seconded by Craig Long passed with unanimous vote, the solicitor was directed to prepare a resolution for the adoption of a Qualified Retirement 401(a) Plan to be effective January 1, 2026 where the Township appoints the Board of Trustees of the Pennsylvania Municipalities Pension Trust as the Trustee(s) of the Plan.

Because of the time necessary for public review of the proposed budget to be adopted at the November 12, 2025 meeting, on a motion by Jerry Davis, seconded by Craig Long passed with unanimous vote, the December meeting has been changed to December 17, 2025.

REVENUES: 9/1 thru 10/8

General Fund: PLGIT \$1,921.80 interest; County of Berks \$32.57 delinquent real estate taxes, \$3,577.00 real estate transfer taxes; Commonwealth of PA \$18,417.59 fireman's relief fund payment, \$506.06 PURTA distribution, \$1,365.86 road service; Berks EIT Bureau \$36,617.61 distribution; Beckie Reinhart \$214.98 real estate taxes current yr., \$0.24 real estate taxes prior yr., \$47.90 interim real estate taxes, \$21.49 penalty on real estate taxes; District Court \$200.00 fines; Henry Hess, Jr. \$250.00 SEO fee; South Schuylkill Property Group \$2,633.44, Station Pass LLC \$4,157.34, Raywill Real Estate LLC \$509.35 fees for subdivision; Jarrod Emes, Manmiller Electric LLC & Houck Homes each \$150.00, Mark Fegley \$200.00, Robert Gilbert \$250.00, KRE Security \$275.00 all zoning fees; Jarrod Emes \$736.50, Norman Berk \$411.30, Houck Homes \$1,300.50, Fairall Electric Co. \$171.25, Mark Fegley \$175.300 all code enforcement fees.

State Liquid Fuels Fund: PLGIT \$1,046.46 interest

EXPENDITURES:

On a motion by Craig Long, seconded by Jerry Davis passed with unanimous vote, authorization was given to pay bills amounting to \$75,292.41 from the general fund and \$667.44 from the state liquid fuels fund.

EXECUTIVE SESSION:

On a motion by Jerry Davis, seconded by Craig Long passed with unanimous vote, the Board went into executive session at 8:20 p.m. to discuss the Township's legal position in reference to the Kauffman Rausch variance hearing. There was no official action taken by the two Supervisors present. One supervisor agreed with the position posted by the solicitor and the other supervisor did not agree with the position, therefore

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on a motion by Jerry Davis, seconded by Craig Long, the session was adjourned at 8:50 p.m.

ADJOURNMENT:

With no further business, on a motion by Jerry Davis, seconded by Craig Long, the meeting was adjourned at 8:50 p.m.

SECRETARY