

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

November 12, 2025

**CONVENE REGULAR MONTHLY BOARD MEETING:**

Chairman David Mazaika convened the regular monthly meeting of the Board of Supervisors of Windsor Township at 7:00 p.m. Members of the Board present were David Mazaika, Jerry Davis, and Craig Long. Also present were Benjamin Sonon Roadmaster, Pamela Stevens from Systems Design Engineering and solicitor Russell Farbiarz. Two individuals signed the sign-in sheet: Gretchen Sterns & David King.

**MINUTES:**

On a motion by Craig Long, seconded by Jerry Davis, passed with unanimous vote, the minutes of the October 9<sup>th</sup>, 2025 board meeting were approved.

**PUBLIC COMMENT PERIOD:**

David King stated that the HOA from Kaerscher Creek Town Houses is not happy with some of the work done at the subdivision.

Gretchen Sterns, the attorney for Ideal Storage, presented a time line for the proposal. A meeting with attorneys, engineers and township personnel is scheduled in the near future and an improvements agreement is scheduled to be presented at the next board meeting.

**REPORTS:**

**SEO ACTIVITY REPORT:** Activity report received (part of township file)

**ZONING OFFICER:** Activity report received (part of township file)

**ROADMASTER:** Activity report received (part of township file)

**FIRE SERVICE:** None received.

**OLD BUSINESS:**

No official action taken.

**NEW BUSINESS:**

On a motion by Craig Long, seconded by David Mazaika passed with unanimous vote, Resolution NO. 13-2025 a resolution approving the Adoption Agreement #001 for the purpose of forming a Profit Sharing/401(k) plan for its employees and related documents necessary for the implementation and creation of the Windsor Township 401(a) Plan was adopted.

After discussion on a motion by David Mazaika, seconded by Jerry Davis passed with unanimous vote, the preliminary budget for 2026 was approved and the secretary was directed to appropriately advertise for public review. Final approval will occur during the December 17, 2025 Board meeting. The budget has no tax increase with

November 12, 2025

estimated revenues of \$947,700 with expenditures of \$943,900 with a reserve of \$350,000.

**REVENUES: 10/9 thru 11/12**

General Fund: PLGIT \$1,951.30 interest; County of Berks \$30.26 delinquent real estate taxes, \$10,162.60 real estate transfer taxes; Berks EIT Bureau \$30,643.46 monthly distribution; District Justice \$51.23 fines; South Schuylkill Property Group \$43,000.00 subdivision fee; Trinity Solar \$150.00, \$150.00, \$150.00 & Bruce Horning \$700.00 all zoning fees; Maitz Homes, Ontelaunee Builders \$214.50, \$214.50, Trinity Solar \$604.50, \$604.50, \$604.50, & Kevin Snyder \$388.10 all code enforcement fees.

State Liquid Fuels Fund: PLGIT \$1,053.61 interest

**EXPENDITURES:**

On a motion by Jerry Davis, seconded by David Mazaika passed with unanimous vote, authorization was given to pay bills amounting to \$64,343.56 from the general fund and \$81,978.49 from the state liquid fuels fund.

**ADJOURNMENT:**

With no further business, on a motion by David Mazaika, seconded by Jerry Davis, the meeting was adjourned at 8:15 pm.

SECRETARY