

# Lower Windsor Township

York County, PA

Established 1918

Fall/Winter 2024

## Lower Windsor Township's Police Department - National Night Out

### National Night Out was another success!

Lower Windsor Township has the best community. Despite the rain and projected forecast, National Night Out was still a great night with all the residents who joined us. The sense of community spirit and camaraderie was truly inspiring, and we are honored to be a part of it.

A special thank you to all the agencies and organizations that joined us, as well as the donations we received to make this event possible.

- Craley Fire Department
- East Prospect Fire Department
- Yorkana Fire Department
- Life Team EMS
- South Central PA Search & Rescue
- PA Fish & Boat Commission
- York County Sheriff's Office
- Representative Wendy Fink
- GOP – Voter Registration Applications
- East Prospect Lions Club
- Susquehanna Grace Community Church
- Red Lion Bus Company
- Not One More
- Susquehanna National Heritage Area
- National Park Rangers
- Creative Connections
- Lower Windsor Township for collecting school supplies
- Lower Windsor Area Historical Society – Martinsville Schoolhouse
- Food Truck – Dandelion Thyme



### **INSIDE THIS ISSUE**

Police Department.....	1,6,8
Zoning Department.....	2,5
YCSWA .....	2
Mailbox Reminder .....	3
LW Historical Society.....	3
Susquehanna Sr. Center .....	3,6
Savvy Citizen .....	3
Friendly Pet Reminder .....	4
Knowing your power lines.....	4
Snow Removal Policy .....	4
Prescription Drug Drop .....	4
Septic Pumping.....	5,8
Facility Rentals .....	5
LWT Recognition .....	6
Energy Awareness Month .....	6
E. Prospect Fire Company.....	7
Clean-Up Coupon.....	7
EYRA.....	7
LWT Budget .....	8
Tax Collector.....	8
Windsor Fish & Game .....	8
Winter Safety Tips .....	8

### **Donations:**

Big Bobs BBQ, Martins Potato Chips, Rutters and Eastern York Recreation Authority.

**Chief Thomas would like to thank all the Officers, Police Staff, Township employees and LWT Road Crew for all their hard work in making this event possible.**

**MUNICIPAL BUILDING**

Lower Windsor Township  
 2425 Craley Road  
 Wrightsville, PA 17368

**Office Hours:**

Mon - Fri, 8 a.m. - 4:30 p.m.

**Phone:** 717-244-6813

**Fax:** 717-244-0746

[www.lowerwindsor.com](http://www.lowerwindsor.com)

**ELECTED OFFICIALS**

George Yakubowski—  
 Chairman  
 Phil Rohrbaugh - Vice Chair  
 Barry Strayer—Supervisor

**APPOINTED OFFICIALS**

Sande Cunningham - Township  
 Manager  
 L. James Thomas - Chief of  
 Police

**MEETING DATES**

Meetings are held at the municipal building. All residents are welcome.

**BOARD OF**

**SUPERVISORS**

Meets the 2nd Thursday of each month, at 6:30 p.m.

**ZONING HEARING BOARD**

Meets the 3rd Thursday of each month, at 6:30 p.m., as needed.

**PLANNING**

**COMMISSION**

Meets the 4th Thursday of each month at 6:30 p.m.

**York County Solid Waste Authority (YCSWA)**

The York County Solid Waste Authority recently posted a survey link on [www.ycswa.com](http://www.ycswa.com) and on billboards throughout York County asking residents to “Talk Trash to Us”. The survey, located at [www.TalkTrashToUs.com](http://www.TalkTrashToUs.com) is an effort from the YCSWA to gain knowledge about how those who live and work in York County perceive the YCSWA and what they would like to see in trash management in the future.

**Electronic Recycling:**

Reworld™ and Goodwill Keystone Area have joined forces to provide free electronic waste recycling locations: 965 Loucks Road & 1120 Roosevelt Ave., both in York, along with 450 Eisenhower Dr., in Hanover & 535 S. Main St. Market Square Center, in Shrewsbury.

**Fences & Signs**

You are not required to have a permit to put a FENCE on your property, unless you want it to be higher than 6 feet. Fences higher than 6 feet require a BUILDING permit (their construction is regulated by the state). The fence can be located UP TO the property line, but you MUST know where the property line is before installing. No fence is permitted in the street right-of-way or blocking the sight line of traffic.

Commercial SIGNS in the Township require a building permit (their construction is regulated by the state). Personal, individual, and temporary yard signs do not require a permit. Neither sign is permitted in the street right-of-way or blocking the sight line of traffic.

**Tips for Closing your SWIMMING POOL**

**In an effort to help protect our local waterways and their aquatic life, PA DEP recommends the following when closing your pool for the season.**

Discharged pool water and waters containing chlorine or other chemicals can be detrimental to aquatic life if not handled responsibly. It is extremely important that these waters are handled correctly. Pool waters must not be discharged to any storm or sanitary sewer or land in which a storm sewer or stream is accessible. Runoff can cause fish kills and unsafe aquatic conditions.

- Never dispose of pool water through a storm sewer, which will discharge to a stream.
- If lowering the water level of the pool, STOP CHEMICAL ADDITIVES for ONE WEEK prior and let it drain to a vegetated area to prevent it from running off into a storm sewer or stream. Dissipate the water through a sprinkler or soaker hose to prevent channelization and infiltrate it on **your property**.
- Water may be used for irrigation if it does not run off the property or into a storm sewer, stream, or public roadway.
- If you cannot drain the pool in these ways have the water professionally pumped out.

The discharge of swimming pool water to any waters of the commonwealth without a permit is a **violation of the Clean Streams Law**. Property owners and pool companies that violate this law may be prosecuted and penalized for damages.

## Mailbox Reminder to Homeowners

Lower Windsor Township reminds homeowners to prepare mailboxes for winter. Snow that is thrown from plows can damage mailboxes if they are not properly prepared and secured. A properly secured and located mailbox should be able to withstand the force of snow thrown from a plow, even in the worst conditions. Mailboxes should be placed as far from the edge of the road as possible yet still in reach of a mail carrier from a vehicle. Mailboxes are normally placed within the Township's legal right-of-way however, mailbox damage due to snow and not hit directly by the plow or truck is the homeowner's responsibility. **Here are a few tips to help reduce mailbox damage:**

- Place reflective tape on the mailbox to help operators see them at night. When removing snow from around the mailbox, throw snow behind it and not to the sides.
- Make sure the post is in good condition and the box is fastened securely to the post
- If damage occurred in the past, reconsider the positioning of structure before winter.

For those who follow these tips and still find themselves with a damaged mailbox, they may want to consider a cantilever mailbox support that can swing a mailbox out of harms way. Plans for such a mailbox are available on PennDOT's website, [www.penndot.gov/winter](http://www.penndot.gov/winter).

## Lower Windsor Area Historical Society



The Lower Windsor Area Historical Society's mission is to document and preserve our local history and to educate others about our heritage. Toward this end, we produce several newsletters a year with stories about

local businesses, schools, families, and other events. In addition, there are exhibits at the Martinsville Schoolhouse which functions as a museum of local history. We have changing exhibits, so there is always something new to see. There are displays on local businesses, such as Margareta Furnace and Mittel's Mill, cigar factories, information on Long Level, the Susquehanna & Tidewater Canal, and all the one-room schools in the township. There are lots of class pictures, come find pictures of your ancestors. If you would like to visit the museum, please call or email to make arrangements(717-246-8735; or HistSoc38@comcast.net). Also, check us out on Facebook.

## Susquehanna Senior Center

The Susquehanna Senior Center would like to take a moment to welcome their new Director, Stephanie Strausbaugh.

Stephanie is a graduate of Central Penn College and is also a licensed Occupational Therapy Assistant. She had been an Activities Director in a long term care facility for over two years. Her passion is in Senior engagement and activities. This career has given her a sense of purpose, drive and a love of what she does. Stephanie is personable and enthusiastic and her excitement shows through her ability to encourage participation in activities.

Stephanie recently relocated back to her hometown of York, Pennsylvania after living in Davenport, Florida for three years. She will miss the sun, but has missed her family and the familiarity of home even more.

Stephanie is the mother of two adult boys that have also transitioned locally as they have become young adults. She is very proud of them and they are her world. In her free time, she enjoys nature, including: hiking, kayaking, fishing and camping. Her family has a camping membership and likes to spend time together creating memories. She also enjoys dancing and occasional Zumba exercise classes.

In her previous facility she created activities such as: walking and rolling groups, chair Zumba, sip and paint, holiday themed activities, and various community outings. In addition to this, she has spearheaded programs in memory care, safety, and nutritional information. Welcome Stephanie!

**First Day of Fall**

**September 22, 2024**

**First Day of Rifle Hunting Season**

**November 30, 2024**



## Lower Windsor Twp Residents, Savvy Citizen® is now available!

Lower Windsor Township would like to introduce Savvy Citizen. Savvy Citizen is a free notification system for Apple and Android users that will enable the township to send information about important township news and events directly to residents' mobile devices. Residents may access Savvy Citizen by downloading the smartphone app, visiting the website below or scanning the QR code with your phone's camera.



For more info:  
**SavvyCitizenApp.com**  
Sign up and become a savvy citizen!

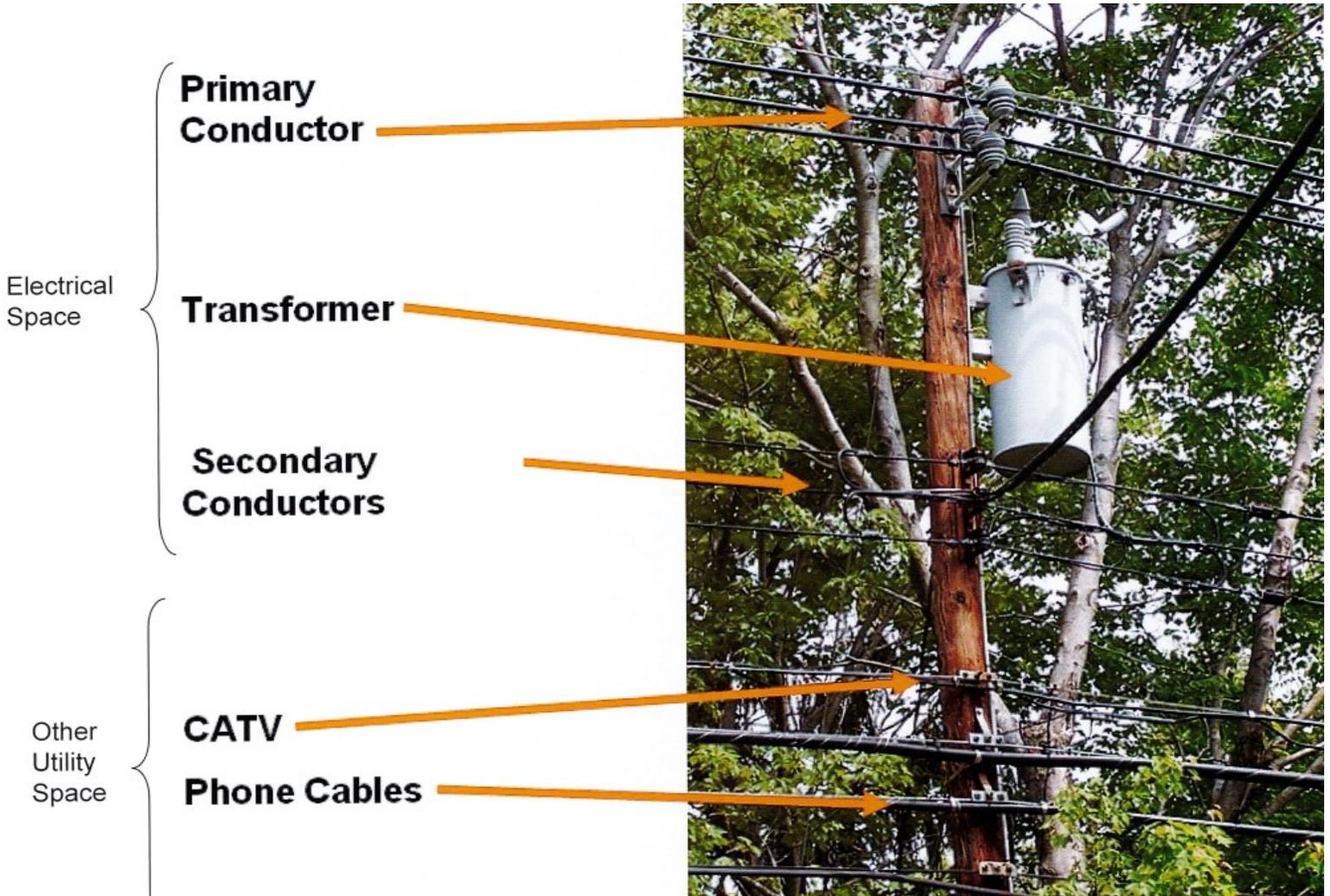


## THE DRAIN IS JUST FOR RAIN

**DO NOT DUMP!**

It is illegal to dump anything into the storm sewers located along the streets. Do not dump used oil, gasoline, or grass clippings into the storm sewers.

## Knowing your power lines & when to call 9-1-1



### 2024 Snow removal policy

With winter soon approaching, the Highway and Police Departments ask that all residents keep these Township tips in mind during inclement weather.

- Avoid parking along Township roads when snow storms are anticipated. If a road is designated a Snow Emergency Route, vehicles must be removed from the roadway when there is three or more inches of snow expected.
- When a snow emergency is declared, Lower Windsor Township utilizes the major local television stations and Savvy Citizen for resident notification.
- As we receive up-to-date information from the National Weather Service, PennDOT, and York County Emergency Management, we will post it to our Savvy Citizen app.
- When clearing your driveway, shovel the snow on the lower side of the driveway so that the plow doesn't push it back into the area you have already shoveled.

### Friendly Reminder

Parks & Recreation Ordinance § 300-16 states that when walking your pets in or around a recreational area, such as Rexroth Park, all pets are required to be on a leash at all times. Owners shall remove any and all fecal matter deposited by said pet while within the Township recreational facility.

### Did you know?

The Lower Windsor Township Police Department has a drop box for unused/no longer needed prescription and OTC medications. The drop box is available Monday - Friday from 8am-4:30 p.m. and is no cost to our residents. If you have questions, please call 717-244-0855.

## Zoning Department

### Hiring a Contractor

Once you hire a contractor, but three weeks BEFORE work is scheduled to begin, the homeowner or the contractor MUST apply for a permit. Building permits can take up to fifteen business days, because they are reviewed by a third party, Commonwealth Code Inspection Services, Inc.

If the contractor applies for the permit, the homeowner should ask the contractor for the permit, so that it may be posted in the window of the residence. If the contractor does not get a permit, the homeowner is still legally responsible to obtain one.

### Permits

Lower Windsor Township requires permits for many types of construction and building work. Some jobs require only a 'Zoning Permit' and other jobs will require a 'Building Permit'. These are separate permits which now use the same application form.

Zoning permits fall under Township rules and ordinances. Building Permits are governed by the Pennsylvania Uniform Construction Code and will require inspections during the work. Zoning Permits are issued within 10 business days and Building Permits require 15 business days.

There is only one permit application to fill out. The permit issued will be Zoning, Building or both. Each permit has different fee requirements, but both are issued from the Township office. For questions about permits, call the Township Zoning Officer, Monica Love, at 717-244-6813.

## Facility Rentals

### Pavilions:

Did you know our pavilions have electricity and charcoal grills? The large pavilion can hold up to 120 people, while our small pavilion can hold up to 60 people. Rentals for the 2025 Season will start on January 2, 2025 and continue until October 31, 2025. To book, call 717-244-6813.



Lg.  
Pavilion



Sm.  
Pavilion

### Township Resident Rates:

\$25.00 (per day) for the Small Pavilion  
\$50.00 (per day) for the Large Pavilion

### Non-Residents Rates:

\$45.00 (per day) for the Small Pavilion  
\$70.00 (per day) for the Large Pavilion

### Social Hall Rates:



The social hall is available for weddings, banquets or any special event and holds up to 160 people.

We provide the chairs and tables. Alcoholic beverages are **NOT** permitted in the social hall or on Township property. This is also a non-smoking facility.

Security Deposit - \$150.00 **PLUS**  
Township Resident Rate - \$50.00/hour  
Non-Resident Rate - \$75.00/hour

## Selling Your Home?

Please make sure to have all final inspections & septic pumping done prior to your settlement. Don't forget to close out any outstanding zoning or building permits as well. If you are unsure if a permit has been closed, please call the Lower Windsor Township office at 717-244-6813 for verification.

### Power Outages

For Met-Ed Emergency issues or reporting power outages, Call 1-800-342-5775.

For PP&L forestry concerns and ongoing power services problems, call Mark Burkhart at 717-560-2482.

### **IMPORTANT REMINDERS:**

In January of 2024 residents in District 3 were notified this is the year to have their septic tank pumped and inspected in accordance with Ordinance 2001-01. District 3 are all properties west of Prayer Mission and Snyder Corner Roads and South of East Prospect Road. If you received a notice and have not yet had your system pumped/inspected, please do so by the end of 2024. If you did not receive a notice, but think you should have, please contact the Township to verify your address. This is a PA State Mandate, and **noncompliance will result in penalties**. If you have a holding tank, you must have it pumped every year. Don't wait – pumper/haulers get very busy at the end of the year!

2025 will see residents in District 4 get notifications to have their septic tank pumped and inspected. District 4 are all properties north of East Prospect Road and west of Cabin Creek and Cool Creek Roads. You can also get your system pumped in 2024 – you'll still be compliant! Look for your letter in January.

### **Election Day**

The Presidential Election will take place on **Tuesday, November 5, 2024**. Polls open at 7:00 a.m. and close at 8:00 p.m.

## Lower Windsor Township PD



In July, our Administrative Assistant Molly Miller, celebrated her 20-year milestone of employment with Lower Windsor Township Police Department. Molly is the glue that holds the department together. She is the warm smile at the window and the calming voice

on the phone. Behind the scenes she is so much more. She keeps the office running smoothly. Her expertise in the job goes above and beyond. Molly was surrounded by colleagues, family and friends at the LWT monthly Board of Supervisors meeting on July 11<sup>th</sup>. Chief Thomas presented Molly with a plaque and cake, acknowledging this great achievement. We would like to take a minute to thank Molly for all that she does for this department.



### Lower Windsor Township Shop with a Cop

LWTPOA will once again be participating in Shop With A Cop on Saturday, December 14, 2024. The timeframe for this event is 7:30am -12pm. A light breakfast and snacks are provided in the police meeting room before and after the event. This event is 100%

funded by donations. If you wish to donate, you can drop off a check or cash, or you can mail it to Lower Windsor Township Police Department. Checks can be made payable to Lower Windsor Township Police Officers Assoc. (LWTPOA). Last year we were able to shop



with 15 children for their families from the generosity of our donors. Our goal is to continue to grow this event each year, and with your assistance, we will be able to do so. We appreciate our community, our volunteers and our local businesses who make these events possible.

## Board of Supervisors Recognized



Susquehanna Area Senior Center representative Ronald Cohen presented a plaque to the Lower Windsor Township Board of Supervisors in recognition as a Valued Platinum Community Partner with the

Susquehanna Area Senior Center. Mr. Cohen thanked the Board for their financial partnership that will enable the senior center to better serve the challenges and vital needs of our senior population. Also present was Suzanne Heiges, co-president of the SASC Board. We look forward to working with SASC in the future.



## October is Energy Awareness Month

October is Energy Awareness Month, a nationwide effort to highlight the importance of conserving energy and making sustainable choices. If you are looking for some simple ways for you or your business to save energy and money, check out these tips from PP&L.

1. Request a no-cost energy assessment.
2. Turn off equipment and lights when not in use.
3. Use shades & blinds to control direct sun through windows in both summer and winter to prevent or encourage heat gain.
4. Set back thermostats during off hours. You can save as much as 10% a year on heating/cooling by simply turning your thermostat back 7-10 degrees for 8 hours a day from its normal setting.
5. Install LED bulbs and fixtures. Good-quality white LED products are expected to have a useful life of 30,000-50,000 hours or longer, while a typical incandescent lamp lasts about 1,000 hours.
6. Perform annual maintenance on HVAC, compressed air, refrigeration and process equipment to keep systems functioning properly.

## *Eastern York Recreation Authority*

The spring and summer heat did not stop 500 youth from playing baseball, soccer and softball. Thanks to over 150 volunteers, we had 19 baseball teams, 18 soccer teams and 11 softball teams in action, and the Hellam Horseshoe League also had a full slate of teams. After a brief summer pause, the adult basketball leagues are back on the court. From ages 16-76, we had 71 participants for our initial Line Dance Workshop and 16 registered for our first youth field hockey clinics. Local activities also included Tennis for Kids, Performing Arts Camp, and National Night Out.

As our registrations climb, the need for more facilities increases, but so have the opportunities. Contributions and grants from Wrightsville Borough Municipal Authority (WBMA) and York County Community Foundation’s Bob Hoffman Sports and Fitness Fund have allowed us to start revitalizing three (of four) ball fields at Blessing Fields in Wrightsville Borough. WBMA donated a storage shed that was placed on site by Patriot Towing.

We are grateful for recent financial support, equipment, and in-kind donations from AEDGrant.com; DICK’S Sporting Goods; Frey Lutz; Hawk Gunning Club; Lucas Tools; Modern Landfill; PA Department of Health; Stauffer’s Simply Animals, several anonymous donors, and our contributing municipalities – Hallam Borough, Hellam and Lower Windsor Townships. Also, a shout out to Sue’s Market for preparing a variety of 2,100 sandwiches for our softball fundraiser. Youth softball installed a temporary batting cage at Rexroth Park.

### **DONATION SHED -**

The 12U Eastern Queens Softball team started an awesome community project of cleaning out the Hellam concession/equipment shed from top to bottom. They are collecting donations of softball and baseball equipment/clothing/shoes. Watch for times the shed will be available to drop off donations or browse the inventory. If you have items to donate, please reach out. If you are in need, please reach out as well so we can arrange a time for you to get what you need!

Have program ideas? Like to volunteer or instruct a class? Please contact Jessica Cirilo, Director, at [eyrecauthority@gmail.com](mailto:eyrecauthority@gmail.com) or 717-487-5295. **Follow us on Facebook and visit [www.easternyorkrec.com](http://www.easternyorkrec.com) for upcoming programs & registration information.**

Lower Windsor Township  
2024 Fall Clean-Up Coupon

**TO:** Lower Windsor Township Residents (**proof of residency required**).

**GOOD FOR:** One pickup truck load under 17,000 lbs. Anything over this weight limit must have a sticker from DEP. Contact DEP with any questions at 717-783-9258.

**UNACCEPTABLE ITEMS:** Engines, paints, lawn mowers, tires, white appliances, electronics, batteries, yard waste, chemicals, pressurized gas containers, liquid waste, and electrical components. For further information contact Modern Landfill at 717-246-2686.

**DATE:** Week of **October 14-18, 2024.**

**TIMES:** Mon. thru Fri. 6:00 a.m. - 3:30 p.m. Modern Landfill, is located at 4400 Mt. Pisgah Road. **Just a reminder, Modern Landfill no longer has weekend hours.**

**ADDITIONAL COUPONS:** Available at the Township office (**limit of 2 per household**).

## **East Prospect Fire Co.**

### **Upcoming Events:**

Tuesday, October 8<sup>th</sup> – 6PM – 8PM  
Fire Prevention Week Open House.

Saturday, November 9<sup>th</sup> – Fall Turkey Supper. **This is carry out only.** Serving begins at 12 Noon and will continue until sold out. \$15 donation per meal.

### **Community Outreach:**

East Prospect Fire Company continues to offer free smoke detector checks or replacements to any area resident that requests this service.

We also have available for purchase, the green reflective signs for a cost of \$15. Signs are rectangular and can hold up to 5 numbers printed on both sides. These signs are valuable to assist responders in locating your home quickly in an emergency.

For either of these services please email [secretary@ep42fc.org](mailto:secretary@ep42fc.org) or call Linda Fauth @717-873-7140.

### **Grant Received:**

East Prospect Fire Company was recently awarded an AFG Grant for \$98,676 which will be used to replace our aging/failed hose. This initiative could only be completed with these much appreciated funds.

### **Volunteers Needed:**

Volunteers are always needed. There are many areas where anyone can help – Firefighter, Fire Police, Fundraising, Community Events, etc. Visit our webpage at [EP42FC.org](http://EP42FC.org) to fill out an application.

The Township offices will be closed on the following dates: **November 28 & 29, December 24, 25 & 31, and Jan 1, 2025.**

**Stay Safe this Winter**

- Do NOT use stoves, ovens or grills to heat your home.
- Do NOT overload your electric outlets.
- Check/install carbon monoxide detectors.
- Check on elderly or vulnerable neighbors, friends, relatives and pets.
- Place space heaters on solid, level, and non-flammable surfaces away from bedding, drapes, and furniture.
- Clear snow and ice from your meter with a broom, not a shovel, and clear intake and exhaust/make-up air vents.

**Septic Pumping**

Please be aware, when having your septic system pumped and inspected, you are required to hire a pumper/hauler that is registered with the Township. They have agreed to abide by our regulations. Using an unlicensed pumper/hauler may have your manifest returned as unacceptable.

Find the list of registered pumper/haulers on the Township website, or call the office at 717-244-6813.

**Budget Workshop**

**Want to know how your tax dollars are being spent?**

The workshop for the 2025 budget will be held on Thursday, October 24, 2024 at 6:30 p.m. in the public meeting room. During the meeting, the Board of Supervisors will discuss how the tax dollars will be spent and allocated for 2025. This document is one of the most essential documents our Board develops and approves on an annual basis. Most importantly, it guides our staff in their fiduciary duty each year.

***Fall Tax Collector Sitings***

**Dawn R. Fitch, Tax Collector**

Driving directions:

Turn left into Firehouse Lane go behind the firehall and follow the alley to the back of the house. If you are coming north on New Bridgeville Road, turn right at Firehouse Lane.

57 New Bridgeville Road (rear)  
Wrightsville, PA 17368

Phone/Fax: 717-246-2751

**2024 Office Hours**

September 30th, October 25th  
November 29th, December 30th  
8-12 p.m. & 4-6 p.m.  
Saturday, December 28th  
9-11 a.m.

**For hours other than what are listed, please call 717-246-2751.**

**New Ordinance passed**

On June 13, 2024 the Lower Windsor Township BOS passed Ordinance No. 2024-01. The following fees will apply with regard to your tax payments.

- A \$25 fee per written certification
- A \$20 fee for each returned check
- A service fee of \$5 per duplicate tax bill and \$5 service fee for duplicate tax receipt
- This was effective June 18, 2024

**Windsor Fish & Game**

The Windsor Fish & Game Association invites all sportsmen and women to join us for an open range sight-in day. We will open our range to the public on October 13, 2024 to sight-in their rifles for the up-coming season.

The Club is located at 1930 Adair Road, Windsor, PA 17366. For more information see us on Facebook or see our club website <http://www.windsorfishandgame.net>

**A note about your taxes**

If your taxes are escrowed, it is your responsibility to contact your mortgage company to see if they need a copy of your bill. All original tax bills are sent to the homeowner.

If you need a receipt, include the entire copy of your bill (taxpayer copy and tax collector copy) with a self-addressed, stamped envelope. I will stamp and sign the taxpayer copy and return it to you for you to use as a receipt. **If you do not include both copies of your bill with your self-addressed, stamped envelope, no receipt will be returned to you.** This needs to be done for both the county & township bill and the school bill.

**I do not accept any personal checks after December 9<sup>th</sup>.** Money orders and cashier's checks can still be mailed or put in the drop box beside the office door up until December 31<sup>st</sup>. I also accept credit card payments until December 31<sup>st</sup>. The website is **[allpaid.com](http://allpaid.com)**. ***(please note: there is a non-refundable 2.95% fee that goes to the credit card company.)*** Cash can be brought to the office during office hours until December 31<sup>st</sup>. I do not recommend sending cash in the mail or putting it in the drop box.

**Please put your phone number on all payments. If there is a problem this is the quickest and easiest way for me to get in touch with you!!!**

Everyone in the township over the age of 18 and under the age of 65 are legally required to pay a school per capita tax (some exceptions apply). If you have anyone in your household that is not receiving one, please contact me at my office.

**All payments should be made payable to:**

**Dawn Fitch, Tax Collector**