

WINDSOR BOROUGH COUNCIL AGENDA

July 7, 2025

6:00 PM

Minutes from Previous Meeting

Citizens & Inquiries

Reports:

Codes Enforcement Officer

EMA

Mayor

Engineer – see agenda

Solicitor: see agenda

Council Members:

- Discuss/approve Intergovernmental Cooperation Agreement for Chesapeake Bay Pollutant Reduction Plan
- Grant approved by Conservation District for E 1st Ave project. Matt to sign forms
- Review/approve Multimodal grant & sign Resolution
- Discuss Memorial project
- Civil case for Water St resident – penalty amt was \$1,654.95. Previous penalty amt not paid. Total amt to pay is \$2,583.38.

Secretary-Treasurer: Nothing to report

Maintenance: Nothing to report

Approve General Funds Bills



96 South George Street, Suite 520, York, Pennsylvania 17401

Tel: (717) 845-1524 • Fax: (717) 854-6999 • www.mpl-law.com

MEMORANDUM

Attorney-Client Privileged and Confidential

TO: Windsor Borough Council

FROM: Dean E. Reynosa

DATE: July 7, 2025

RE: July 7, 2025, Solicitor's Report

Solicitor Report Agenda Items:

- None

Old Business

- Main Street Intersection – at the June meeting it was requested that we attempt to reach out to the three property owners at the intersection. I spoke with Thomas Abboud on June 26, 2025, and requested that he provide dates/times in July if he was interested to discuss. I tried calling Mr. Yakubowski without success. I sent letters to Mr. Yakubowski on June 26, 2025. I also sent a letter to Attorney Doug France since he and I previously spoke about this issue in 2023 and he had indicated that he represented Mr. Frey. Copies of the letters are attached.

Pending Plan Agenda Items:

- None

Miscellaneous Items

- 38 Water Street enforcement matter – George Herbert. Attorney Thomas Lang represented the Borough before Magisterial District Judge Fishel on June 9, 2025. Judge Fishel entered an order in favor of the Borough and against Mr. Herbert. The total judgment was \$1,654.95 which includes \$1,000.00 in attorney fees. A copy of the judgment is attached. Mr. Herbert has 30 days in which to appeal this judgment. We would like to look at possible avenues of enforcement however, I believe that there is a mortgage on the property. As to removal of the

carport, this would require a civil action to be filed at the Court of Common Pleas and it would be more expensive than a civil fine action. Additionally, any property line encroachment is an issue between the two property owners and the adjoining property could file an action directing removal if it can be proven that the shed is on the neighbor's property.

- 43 W. High Street – I fielded a follow up call from Robert Huska regarding enforcement of this property against the mortgage company for violations. Mr. Huska had sent demand and filed a summons against the mortgage company. Attached is the citation docket showing that a citation was issued on June 9th and summons issued on June 25th. There has been no entry of appearance for the mortgage company in the citation matter. I sent the mortgage company's attorney (Karin Schweiger, Esq. – Karin.Schweiger@brockandscott.com) a message with the supporting documents asking for assistance in bringing the property into compliance.
- I fielded a call from Donna Martin regarding a right-to know request for landlords and their addresses. I advised that if this information is maintained by the Borough, it must be disclosed with the exception of personal phone numbers and email addresses.

WINDSOR BOROUGH COUNCIL MEETING
Monday, July 7, 2025
ENGINEER'S PROJECT UPDATE

YCPC – MS 4 Program

- Continue monitoring & improving implemented programs.
- Sch. Training/review/update meeting with Donna (July)
- Review & update files with required monitoring forms (July)
- Review (Matt & Donna) Intergovernmental Cooperation Agreement & Resolution

Walnut Creek Development

- Phase I & II Final plan:
 - Processing building permit applications.
 - Certificate of use and occupancy – being issued.
 - Storm piping to the new stormwater basin needs to be completed.
- Phase III Final Plan
 - Processing Building Permit Applications.

Phase IV Final Plan:

- Site & Utility work has started.
- Developers engineer will be setting upper lot rear property corners to check for any conflicts/issues.

2021-2023 CDBG funded project (High Street)

- All work at Heindel & High (Curb-Sidewalk-Paving) has been completed.
- When weather permits, contractor will reseed/mulch areas where grass has not growing.

Penn Street / Main Street signalized intersection geometric realignment

- Next Steps:
 - Solicitor (Dean) currently contacting property owners, providing letters, and coordinating meetings.
 - Meet with Property owners (July/August)
 - Review and approve Traffic Consultant (TRG) updated proposal (August).
 - Proceed with permitting & grant applications- (Summer/Fall 2025)

Grant Opportunities:

- Continue to research and gather opportunity information (Donna).
- Green Light Go Grant (Penn & Main Streets – 2025)
- Multi-Model Grant – due by July 31, 2025.
 - Matching fund commitment letter including audited financial statement showing ability to commit funds.
 - Resolution formally requesting grant (Example attached – Dean should review/prepare)
- Category 4 – Local Share Grant – Received between July 1st & Sept. 30th.
- State Local Share Grant – Received between Sept. 1st & Nov. 30th.

Fishing Creek- Borough/Resident wall permitting:

- Coordinate including wall at 72 W. Main in permit – Need to evaluate condition of existing culvert pipe.
- Coordinate site meeting with property owner and Matt. (July)
- Update permit application.
- Schedule another pre-application meeting with DEP
- Electronic filing of GP-11

YCCD Dirt, Gravel, Low volume road grant Projects:

- East 1st Avenue has been approved for funding. Checking on project starting in 2025 with storm sewer/inlet installation and Cold-In-Place Recycling Spring 2026.
- West 1st Avenue will be revisited at September 16th meeting once Low Volume Road funds have been replenished.

Statewide Local Share Grant for Bridges (Herman & Heindel):

- Statewide local share grant assistance grant – waiting on decision.

2024 – 2026 CDBG Applications:

- Waiting on funding availability and contract. Received initial information from YCPC.
- Funds linked to State Budget passing.

FEMA Flood Plain Requirements:

- Provide updates as needed. Matt is coordinating with State Representative.

GLB&A Project Cost Tracking:

- Will be provided.

General Discussion Items:

- Lion's Club Stream Restoration Project & Walking Trail
 - Discuss Windsor Borough being Sponsor/Applicant for DCNR Grant Request.