

WINDSOR BOROUGH COUNCIL AGENDA

June 2, 2025

6:00 PM

Minutes from Previous Meeting

Citizens & Inquiries

Reports:

Codes Enforcement Officer

EMA

Mayor

Engineer – see agenda

Solicitor: see agenda

Council Members:

Secretary-Treasurer:

- Street light project – Met Ed will reimburse Borough \$11,411.72 for upgrade to street lights that were paid for.
- Housing Authority cannot pay “In Lieu of Taxes” this year.
- Update Ordinance books
- Request from storage company at 99 School House Lane regarding trash bill

Maintenance: Nothing to report

Approve General Funds Bills

WINDSOR BOROUGH COUNCIL MEETING
Monday, June 2, 2025
ENGINEER'S PROJECT UPDATE

YCPC – MS 4 Program

- Continue monitoring & improving implemented programs.
- **Borough Council – MS4 Updates.**
- Sch. Training/review/update meeting with Donna **(June)**
- Review & update files with required monitoring forms **(June)**

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 work (earthwork excavation) has started.**

2021-2023 CDBG funded project (High Street)

- Concrete work at Heindel is completed.
- **Paving on Heindel will be done in June. To be coordinated with Steve.**
- **When weather permits, contractor will reseed/mulch areas where grass has not growing.**

Penn Street / Main Street signalized intersection geometric realignment

- Next Steps:
 - **Draft Easement & Right-of-Way Agreements – Review with Dean and discuss at June's meeting when we will both be in attendance.**
 - **Meet with Property owners (June/July)**
 - **Review and approve Traffic Consultant (TRG) updated proposal (June).**
 - **Proceed with permitting & grant applications- (July/August 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.
- 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. (June)
- Update permit application.
- Schedule another pre-application meeting with DEP
- Electronic filing of GP-11

YCCD Dirt, Gravel, Low volume road grant Projects:

- Two project sites (E. 1st Ave. & W. 1st Ave.)
- Due 1st week of June.
- Street Core Borings (\$650 / \$700) – Completed.

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.

GLB&A Project Cost Tracking:

- Will be provided.

General Discussion Items:



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MEMORANDUM

Attorney-Client Privileged and Confidential

TO: Windsor Borough Council

FROM: Dean E. Reynosa

DATE: June 2, 2025

RE: June 2, 2025, Solicitor's Report

Solicitor Report Agenda Items:

- None

Old Business

- Federal Emergency Management Agency (FEMA) and the Pennsylvania Emergency Management Agency (PEMA) potential audit of the floodplain within Windsor Borough. There is no additional update from the April Solicitor's Report.

Pending Plan Agenda Items:

- None

Miscellaneous Items

- 38 Water Street enforcement matter – George Herbert. The MDJ's Office made an additional effort to serve the complaint on Mr. Herbert. Mr. Herbert was served and noticed an intent to defend the enforcement action. The hearing (by zoom) is presently scheduled for Monday, June 9, 2025, at 1:00 p.m. I am not available but my colleague Attorney Thomas Lang is and he will be available to represent the Borough. We have advised Mr. Huska that his testimony is needed for the hearing and he is available. We will likely schedule time in advance of June 9, 2025, to confer with Mr. Huska to prepare for the hearing.
- 43 W. High Street – I fielded a message and call with Robert Huska regarding enforcement of this property for violations. Mr. Huska had requested that we attempt to determine ownership

Windsor Borough Council

June 2, 2025

Page 2

of the property. I was able to find out that the property had recently (April 28, 2025) been sold at Sheriff's Sale and the mortgage company (Freedom Mortgage Company) is now the record owner. I provided Mr. Huska with copies of the new Sheriff's Deed, the mortgage foreclosure complaint and information from the tax assessor's office showing ownership. The complaint provides an address for the mortgage company.