

WINDSOR BOROUGH COUNCIL AGENDA

August 3, 2026

6:00 PM

Minutes from Previous Meeting

Citizens & Inquiries

- Brenda Dietz – report from Library and Lions Club

Reports:

Codes Enforcement Officer

EMA

Mayor

Engineer – see agenda

Solicitor - see agenda

Council Members:

- Donation to Red Lion Ambulance - what amount?
- Discuss garbage bid document – any changes to be made?

Secretary-Treasurer:

- Discuss 109 E Main St. Owner/tenant not paying agreed upon amount for outstanding garbage bill. Amount due (including current amount) is \$777.15.
- Discuss replacing front office door

Maintenance: Nothing to report

Approve General Funds Bills

WINDSOR BOROUGH COUNCIL MEETING
Monday, August 3, 2026
ENGINEER'S PROJECT UPDATE

YCPC – MS 4 Program

- Continue monitoring & improving implemented programs.
- Sch. Training/review/update meeting with Donna (Summer 2026)
- Review & update files with required monitoring forms (Process started) – Need to insert information into Donna's files.
- Annual report due September 30, 2026

Walnut Creek Development

- Phase I & II Final plan:
 - Processing building permit applications.
 - Certificate of use and occupancy – being issued.
 - Tot Lot sidewalk needs to be installed. Direct John Barclay to complete by end of August.
- Phase III Final Plan:
 - Processing Building Permit Applications.

Phase IV Final Plan:

- Site & Utility work.
- Rear corners in Phase 4 have been set and there appears to be no conflicts/issues (Confirm in the Spring).
- Review & discuss reduced Surety for Phase #4. Conditional Final Plan approval was conditioned on providing updated Developers Agreement, Update Stormwater Agreement, and posting of surety. Surety was conditionally approved based on Engineer & Solicitor review & approval. Reviewed revised Surety breakdown and provided approval letter. Surety letter sent, need confirmation on reduced surety being in place. Barclay's looking to record Phase #4 – need outstanding comments/conditions referenced in GLB&A comment letter dated 4/7/25 addressed, amended Developers & Stormwater Agreements reviewed and approved by solicitor and Borough Council.

NOTE:

- YCCD-DEP-EPA conducted a site inspection on 4/22/2026, YCCD sent inspection report with deficiencies needing to be corrected by 5/20/2026 (9:00 AM site inspection). The 5/20/2026 follow-up site inspection completed and Developer & Builder are addressing deficiencies.
- Emailed letter Barclay's regarding playground deficiencies.

Penn Street / Main Street signalized intersection geometric realignment

- Next Steps:
 - Per direction at January's Borough Council meeting, Solicitor sent Agreement Documents with reference to the possibility of Eminent Domain to the impacted property owners. Will follow up with updated Site Plan. Provided updated site plan. **Check Easement & Right-of-Way closures and provide Dean with updated descriptions.**
 - Meet with Property owners **(Summer/Fall 2026)**
 - Review and approve Traffic Consultant (TRG) updated proposal **(Following resolution of property owner's Easement or Right-of-Way requests).**
 - Proceed with permitting & grant applications **(Summer/Fall 2026).**
 - Penn DOT Street Betterment Program project (North & South Penn St.) scheduled to Bid in 2027. Appears this date may be pushed. Penn DOT's consultant reached out for an update on the Borough's intersection project. I will follow up the week of 5/4/2026. Followed up and sent PennDOT consultant unofficial copy of the proposed intersection redesign.

Grant Opportunities:

- Continue to research and gather opportunity information (Donna).
- Green Light Go Grant (Penn & Main Streets – **2027**)
- 2025 Category 4 – Local Share Grant – **Waiting on notification.**
- YCCD – Dirt/Gravel/Low Vol. Rd. Grant – Applications due – 9/1/26
 - **Check West 1st Avenue unit costs and resubmit**
 - **Submit Grant application for Herman Street Storm & Street Improvements**

Fishing Creek- Borough/Resident wall permitting:

- Walk West Gay Street to determine property wall issues. Completed walking evaluation.
- **Prepare base mapping of locations with pictures. (August/September)**
- Coordinate with residents on wall issues and Borough's proposal. **(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 – Cold-in-Place Recycling & Paving scheduled for April. Cold-In-Place Recycling began week of 4/20/26. Encountered soft area. Inspected by GLB&A office 4/28/26. Area in question was dug out and repaired.
- Majority of Grant Funds have been used. Review & Approve Change Order for removal & repair of encountered soft area. **Funds available – No Change Order needed.**
- **Inlets & Wearing Course issue – Coordinating with Contractor on resolution.**

Bridge Grants (Herman & Heindel):

- 2025 Statewide Local Share Grant -- **Waiting on decision.**
- Multi-Modal Grant - \$692,463.00 Awarded.
 - Contract for Heindel Ave. bridge executed – Bridge Engineer proceeding with design.
 - Review issues with Herman St. Bridge.
 - Met with adjacent property owner to review condition of driveway bridge.
 - Review with Dean and prepare draft proposal for property owner's financial obligation.
 - **Review Proposal.**
 - **Multi-Modal Grant application by 7/30/26 for additional funds due to expanded project scope – Submitted.**

2024 – 2026 CDBG Grant:

- W. Main Street Curb & Sidewalk/Improvements
 - **Had 2nd Bid opening – received two bids – low bidder Restuccia Construction.**
 - **Received performance & payment bonds and signed Agreement for Borough Council's signature.**
 - **Received PennDOT Business Partner ID number – submitting HOP application.**
 - **Schedule pre-construction meeting in August.**

FEMA Flood Plain Requirements:

- Provide updates as needed.

GLB&A Project Cost Tracking:

- Will be provided quarterly – **3rd quarter (Sept. 14, 2026)**

General Discussion Items:

- Water runoff from stormwater ponds in Windsor Township
 - **GLB&A will reach out to Med Ed on work within easement.**
- Coordinate with solicitor on updating Zoning & SALDO Ordinances (2026).
- Coordinate with Kipp (spoke w/Kipp) and PennDOT on stormwater runoff from property at 100 S. Camp Street and possible controls. **(August/September)**
- Hess Farm – Geofabric blowing into pasture – put Barclays & Keystone on notice. GLB&A will monitor this issue.
- Walnut Creek/Borough Water Meter Vault – Steve has coordinated with John Barclay. Site meeting will be scheduled in the **Summer** to review/discuss modification to the vault to improve the situation. **Steve coordinating.**
- Coordinate with Matt D. on walk above & below Racetrack Road to evaluate potential Stormwater Control Facility (late Winter/early Spring). **Completed, prepare estimate to do a preliminary evaluation. (August/September)**