



MILLCREEK TOWNSHIP

BOARD OF SUPERVISORS

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MINUTES OF AUGUST 13, 2025

The meeting was called to order at 7:00 P.M. by Chairman Eric J. Weidman, commencing with the Pledge to the Flag.

Present: Eric J. Weidman, Chairman
John DeSantis, Supervisor
Andrew Morrow, Solicitor
Lauren Ritchie, Sec./Treas.

Absent: Scott Moyer, V. Chairman

Public Comment: None

Reports of Organizations: Planning Commission Karen Krater was present with a report, minutes were received.
Commonwealth Code Report-received
Newmanstown Water Authority-received
Millcreek Richland Joint Authority-received
Western Berks Ambulance Report-received
Police activity report-received
GLR July Minutes-Received
Newmanstown Rec July/Aug Minutes-received
NVFC Chief Report July 9, 2025-received

Minutes: DeSantis made a motion to table minutes with modifications to have the members, sitting members, listed on the table, in the minutes. Second by Weidman. All in favor, aye, motion carries.

Solicitor:

The Solicitor spoke regarding the Henry family update from July 31st. He stated he sent the family a letter directing payment to the township of the \$373.91 which were owed for the son's share of the damage to the building and equipment at White Swan Pavilion last Halloween. He stated that while we are still within the response time period stated in the letter, he requested a motion from the board to authorize him to continue his collection efforts. **DeSantis made a motion that Andrew progress forward with the Henry family to receive the due amount. Second by Weidman. All in favor, aye. Motion carries.**

The Solicitor spoke about the Quality-of-Life Ordinance. He reached out to Karen Brown, who has been a code enforcement officer since April. The Township appreciates what she's doing, however, there are still some concerns. Ms. Brown recommended that the Township start working on a Quality-of-Life Ordinance. That ordinance would allow her to issue tickets rather than doing a citation. This would potentially speed up the process. It would be used in conjunction with the IPMC to hopefully increase enforcement. The Solicitor asked the board to make a motion to authorize him to investigate the Quality-of-Life Ordinance. **Weidman made a motion that we authorize the Solicitor to look into a Quality-of-Life Ordinance for MillCreek Township. Seconded by Desantis. All in favor, aye, motion carries.**

The Solicitor spoke of the Newmanstown Volunteer Fire Company's request for counsel. The Fire Company has requested the Solicitor review some upcoming and future issues regarding contracts and the maximum amount of payment volunteers can receive. He requested the Board make a motion to authorize him to research the issue of the maximum amount of payment volunteers can receive before the volunteer status of the fire company is affected. **A motion by Weidman to authorize the Solicitor to research the issue of the maximum amount of payment volunteers can receive before the volunteer status and the fire company is affected. Seconded by DeSantis. All in favor, aye, motion carries.**

Hearing: Dan Lyons; Lebanon County Redevelopment Authority.

Dan spoke on the Lebanon County's Redevelopment Authority and the Millcreek Township's Community Development Block Grant Program. The township was designated by the state to receive an allocation of funding every year together with the county's contract for this community development program. He stated it is a federal program, and the money goes through the state to the county. The Redevelopment Authority submits a proposed use of the funds to the state for approval. If approved, the Redevelopment Authority can carry out those activities when the funding arrives. A public hearing is held to invite comments and feedback from township residents about the use of money.

The program is targeted towards benefiting folks of low and moderate income. A township-wide housing rehab program was created to benefit individual households. Eligible township residents can apply to the Redevelopment Authority for forgivable loans to make home improvements. We have one beneficiary identified. We're ready to go out for bids for her rehab work. The rest of the township's money was going to go out to the community, earmarked for a handicapped accessibility improvements project at the Noel Herzog Memorial Park. The Post office project for a handicapped ramp was addressed. The application was submitted to the state, and it was early this year, at the final level of review at the state that they shut it down. It was decided that it didn't meet the State's standards for demonstrating that it's an eligible activity under the federal guidelines. A number of issues were raised that require engineering assistance.

Bids were opened Wednesday afternoon, and one bid was received. The bid was substantially more than the cost estimate. It was recommended by the Township's engineer that we reject the bid.

The bid was \$158,986.65, from Construction Master Services. Cost estimate was around \$75,000, substantially more, with no other bids to compare.

It is recommended due to timing we wait until later in the year to put bids out again.

Action:

A letter of request for fire police assistance on August 24, 2025, to help with traffic control for the annual POW MIA Ride for Freedom. **DeSantis made a motion to support the POW MIA Ride for Freedom. Seconded by Weidman. All in favor, aye, motion carries.**

Approval of the application for payment number two from woodland contractors for the salt shed project. \$43,933.50 is the payment amount. **Weidman made a motion to approve the application for payment number two to woodland contractors for the salt shed project in the amount of \$43,933.50. Seconded by DeSantis, all in favor, aye, motion carries.**

Approval to sign a modular exemption postcard for 12 South Fort Zellers Road project regarding sewage planning. **Weidman made a motion that we authorize the secretary to sign the approval letter for the modular exemption postcard for 12 South Fort Zellers Road project. Seconded by DeSantis, all in favor, aye, motion carries.**

Lawrence/Hurst 279 & 299 S. Sheridan Road plans were signed.

105 Cocalico Road, Subdivision plan, Planning Waiver and non-building declaration. Subdivision plan was signed.

Weidman made a motion to authorize the secretary to sign the municipal Planning Waiver and non-building declaration, in section E. Seconded by DeSantis. All in favor, aye. Motion carries.

Shirk, 361 & 371 Cocalico Road Lot Addition, plans were signed.

Old Business:

Fire Tax: Supervisor DeSantis reported. He spoke of what the tax would be used for and gave an example of how much it would be per property. An example of use mentioned was SCVAs, self-contained breathing apparatus. These breathing apparatus have a life span of about 15 years and will need to be replaced soon.

Salt Shed Electric: Ryan Risser spoke regarding the electric and quote. Woodland Contractors gave a quote of \$4,160. This includes the electrical installation, which will be lights and wiring to the panel. Another electrician will give a quote for the electric panel and the meter box.

DeSantis made a motion to award Woodland Contractors for the Salt Shed Electric at \$4,160. Second by Weidman. All in favor, aye. Motion carries.

Newsletter, Little Mountain Printing Quote: Quotes were reviewed and Little Mountain Printing paralleled with the budgeted amount. This newsletter will bring more information to Township patrons.

DeSantis made a motion to proceed with Little Mountain Printing; this is for a total of \$1,420.82. Second by Weidman.

All in favor, aye. Motion carries.

New Business:

Appoint Jeff Stoltzfus to the Newmanstown Fire Police. He's currently already a member of the Newmanstown Fire Company. He's also a member of Schaefferstown Fire Police. **Weidman made a motion to appoint Jeff Stoltzfus to the Newmanstown Fire Police. Second by DeSantis. All in favor, aye. Motion carries.**

Fulton CD: Mature date is August 15. Secretary received updated rates.

It's no penalty to make this rate lower. The current CD is not a Gov/Muni CD and offers no penalty to break it. The current nine-month rate is 3.44% with an annual percentage rate, a yield of 3.5.

The second is a Gov/Muni CD, they can offer 3.73% with an annual percentage yield of 3.8%. It does not offer a no penalty if broken. **DeSantis made a motion to proceed with a nine-month rate, gov/muni CD at 3.7% with an APY of 3.80%. Second by Weidman. All in favor, aye. Motion carries.**

Stop sign at Stricklerstown Rd and Rod and Gun Road.

The Township was approached by some residents in the area regarding a stop sign for that intersection. Secretary reached out to PennDot and it was requested by PennDot that the Township send a letter requesting a traffic study for the intersection. The Board agreed that considering the number of accidents recently a request be sent for the study.

Weidman made a motion that we direct Lauren to reach out to PennDOT to conduct the engineering and traffic study for the intersection of Stricklerstown Road and Rod and Gun Road. Second by DeSantis. All those in favor, aye. Motion carries.

Approval for Township Secretary to participate in the virtual class September 10th run by PSATS for the Township budget for the price for the class is \$55. **Weidman made a motion we allow the Township Secretary to participate in the virtual class on September 10th for the Township budget at a cost of \$55 for the class. Second by DeSantis. All in favor, aye. Motion carried.**

Raymond and Esther May Zimmerman, 411 Race St. Request to approve a portion of land in Millcreek Township be added to the Jackson Township Ag Secretary Area Program and send a letter to Jackson Township confirming the approval. Secretary noted that she misspelled Esther's name on the agenda, it will be corrected going forward.

Weidman made a motion that we approve the request for Raymond and Esther Zimmerman at 411 Race Street, Richland, to be entered into the Jackson Township Ag Secretary Area Program and send a letter to Jackson Township confirming the approval.

Seconded by DeSantis. All in favor, aye. Motion carries.

Daniel Moyer, 213 Edgemont Lane, with the Newmanstown United Christian Church, inquired about using one of the parks in Newmanstown on September 28th at 7pm for a community outreach event that would accommodate more than 200 people. Memorial Park was originally requested. The Supervisors discussed that insurance needs to be obtained and presented before use. **DeSantis made a motion with the stipulation mentioned, a certificate of insurance, either through Mr. Morton himself or the church, and give approval for Memorial Park use on September 28th. Second by Weidman. All in favor, aye. Motion carries.**

Central Square Renewal: Police annual software licensing firm. \$2,473.82. **Weidman made a motion that we approve the renewal request for Central Square Renewal at the amount of \$2,473.82 for the police. Second by DeSantis. All in favor, aye. Motion carried.**

Discussion regarding three detour signs purchased by Newmanstown Fire Police.

Road Forman Report: Ryan Risser reported on monthly road crew activity. He spoke regarding Krumstown and Kahlbach Roads. He spoke about paving processes and prices. Ryan also spoke to the public about why the Township chooses to oil and chip the roadways. He spoke on the cost verses paving. Ryan also reported on the maintenance of the backhoe. It will need to be repaired. An estimate of \$9,583.13, was given. **Weidman made a motion to approve the backhoe required quote from Groff Tractor and Equipment in the amount of \$9,583.13. Second by DeSantis. All in favor, aye. Motion carries.**

Treasurers Report:

Weidman made a motion to accept the treasurer report and pay the bills as necessary. Second by DeSantis. All in favor, aye. Motion carries.

Adjournment:

Weidman made a motion to adjourn the meeting at 8:05 pm. Second by DeSantis. All in favor, aye. Motion carries.

WITNESS:

Lauren Ritchie, Secretary/Treasurer

Eric J. Weidman, Chairman