



MILLCREEK TOWNSHIP

BOARD OF SUPERVISORS

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MINUTES OF FEBRUARY 11, 2026

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, V. Chairman
Adam Saul, Supervisor
Andrew Morrow, Solicitor
Lauren Ritchie, Sec./Treas.

Public Comment: Faith Bucks, Chairwoman with South Londonderry Township was present with information inviting Millcreek Township to set up a table at the Lebanon Expo on July 4th for the 250th Celebration for America. She also shared a flyer with the events list, including a fireworks display at the end of the evening's festivities.

Reports of Organizations:

- Tax Collector Report-reviewed
- Lebanon County Planning-Zoning administration - Annual report-reviewed
- Millcreek Planning Commission -January and February Minutes-reviewed
- Newmanstown Water Authority-January Minutes-reviewed
- Millcreek Richland Joint Authority- December and January Minutes-reviewed
- Millcreek Township Code Enforcement-January - reviewed
- Newmanstown Recreation Board - January and February Minutes-reviewed
- Greater Lebanon Refuse -January Minutes-reviewed
- Western Berks Ambulance -January and February Report-reviewed
- Newmanstown Volunteer Fire Company- January and February Minutes-reviewed
- Police Annual and Monthly report-reviewed
Chief Hostetter reported on the Annual Police Report.

Minutes: Weidman made a motion to approve the minutes for January as printed. Second by Saul. All in favor, aye. Motion carries.

Solicitor: Discussion of quotes for the removal of the deteriorated front porch roof and support posts at 347 W Main St, Newmanstown.

The Solicitor also spoke regarding the quotes reviewed at last meeting. Concerns were expressed regarding the lack of specificity in the quotes regarding the job parameters. The lesser two quotes dealt solely with removal and didn't have any components of repair with them. The Solicitor requested Code Enforcement Official Karen Brown to reach out and try to obtain quotes with more description. He requested she obtain a quote with the requested verbiage being "to make the structure safe and secure". The Solicitor noted that the contractor will not be building new, only removing the unsafe portion of the structure and completing the work to be safe and secure.

After discussing with Karen, she was having a difficult time obtaining quotes with this language. Only one revised quote was submitted with the language. The quote was from C & L Siding for \$2700. The quote contains more specific language, and it very clearly states the structure be safe, sealed, and secured upon completion. The Solicitor recommended that the Board make a motion to approve and have Chairman Weidman sign the February 9, 2026 C&L Siding quote in the amount of \$2,700 for the porch roof and support post project of 347 West Main Street, Newmanstown. **Chairman Weidman made a motion to approve and sign the February 9, 2026 C&L Siding quote in the amount of \$2,700 for the porch roof and support post project at 347 West Main Street, Newmanstown. Second by DeSantis, all in favor aye. Motion carried.**

After the motion was made, the Solicitor spoke regarding Ms. Bown sending a final warning letter to the owner giving a date of 10 or so days to have the work completed or the property will be abated.

The Solicitor spoke on The Quality-of-Life Ordinance and ticketing. This ordinance was adopted at the end of last year and it gives Karen Brown the authority to issue tickets rather than go through the District Justice process. Karen worked on the design of the tickets in hope of getting them printed and in use soon. She worked on getting quotes for printing and a number of companies contacted were unsure they would be able to print what she was requesting. She spoke to a company in Bloomsburg called Bird Printing Company. They will be able to print the 250 tickets requested for \$623.25. The Solicitor recommended the board make a motion to accept the quote from Bird Printing Company in the amount of \$623.25 for the printing of 250 tickets, which is 10 books, for purposes of Karen issuing violation tickets under the Township's Quality of Life Ordinance. **A motion was made by Weidman to accept the quote from Bird Printing Company in the amount of \$623.25 for the printing of 250 tickets, which is 10 books, for purposes of Karen issuing violation tickets under the Township's Quality of Life Ordinance. Second by Saul, all in favor aye. Motion carried.**

Solicitor Morrow talked with the Board about the Tax Collection Committee, or TCC. The TCC is the body established by the state legislature in 2008 to oversee countywide collection of local earned income taxes. This committee was established to take control away from one person and give it to a committee for accountability. There is a representative and an alternate selected from each school district in Lebanon County to serve on the TCC. Recently the TCC insisted that the municipalities formally approve the individuals that will be serving on the committee. Going forward there will be a discussion about rotating members to give someone from every municipality within ELCO School District an opportunity to serve on the TCC. The Solicitor requested two motions. The first motion requested was that the board make a motion to approve Thomas Houtz as the TCC voting delegate and Warren Weaver as the alternate within the ELCO School District. **Weidman made a motion to approve Thomas Houtz as the TCC voting delegate and Warren Weaver as the alternate within the ELCO School District. Second by DeSantis, all in favor, aye. Motion carried.** The Solicitor also requested a motion from the board authorizing him to communicate with the other municipal solicitors within the ELCO School District to begin discussing a possible agreement to rotate membership on the TCC commencing in 2027. **A motion was made by Weidman authorizing the Solicitor to communicate with the other municipal solicitors within the ELCO School District to begin discussing a possible agreement to rotate membership on the TCC commencing in 2027. Seconded by DeSantis, all in favor, aye. Motion carried.**

The Solicitor spoke informally to the Supervisors regarding 340 West Main Street. He stated that in January of last year he filed a municipal claim against the property, and last month the property was put up for Sheriff's Sale. He reached out to the Sheriff's office and provided them with a copy of our lien. If a third party had purchased the property, the lien would need to be paid off. The property was not sold and went back to the bank.

Action –Plans for Elwayne Weaver Ag Operation, construction of two poultry barns, were reviewed and signed.

Unfinished Business –

LSA grant discussion. Supervisor DeSantis reported that the fire company received the LSA grant from the state. They requested a UTV and trailer, and they received that award. Currently, they did receive the UTV and it's currently being tested and outfitted. The amount of the grant was \$80,347.

CDBG Grant-Review Bids-Alex Kauffman from Steckbeck engineering was present to share the bids for the White Swan Park updated sidewalk project. Alex reported that four bids were received, with the low bid being from Woodland Contractors in the amount of \$89,621. The estimated cost of the project was around \$90,000 and this bid is in line with that estimate. The Township will be responsible for any engineering and inspection fees related to the project. He requested the Supervisors make a motion to accept the bid. **Weidman made a motion to accept a bid from Woodland Contractors in the amount of \$89,621, for the Noel K. Hertzog Memorial Park ADA improvements. Second by Saul, all in favor aye. Motion carried.**

New Business –

Steckbeck Engineering-Review cost for Culvert/Bridge repair- Alex with Steckbeck engineering reported on a bridge on South Mountain Road that needs repair. Alex presented four replacement options ranging in price from \$78,000 to \$91,000. He talked about replacement using box culverts with and without an aluminum bottom. Final estimate was around \$326,000 to include permitting, wetland studies, engineering fees and construction. Alex also reported on funding options to include using liquid fuels money and a "Dirt, Gravel and Low Volume Road Maintenance Grant" through the Conservation District.

Discussion- Steckbeck Engineering request to preform work in the Township for clients other than Millcreek Township. Alex Kauffmand with Steckbeck Engineering had a discussion with the Board regarding Steckbeck Engineering completing work for private clients within the Township. Discussion will continue at the next meeting.

Martin Paving 2026 Street Sweeping- Street Sweeping will be scheduled for Thursday April 16th and Friday April 17th weather permitting. Weidman made a motion that we establish the 2026 street sweeping dates as Thursday, April 16th and Friday, April 17th as proposed by Martin Paving. Seconded by DeSantis, all in favor, aye. Motion carried.

Tire Collection 2026- Tire collection is scheduled for Wednesday, April 29th from 8 a.m. to 4 p.m. Residents are asked to please pre-register. Weidman made a motion that we establish our tire collection for Lebanon County for Wednesday, April 29th from 8 a.m. to 4 p.m. Second by Saul, all in favor aye. Motion carried.

CoStars -Statewide Contract for Sodium Chloride (Road Salt) Weidman made a motion to enter into the contract with co-stars statewide contract for road salt for 500 tons for 2026. Seconded by DeSantis, all in favor, aye. Motion carried.

Triangle Communications -Proposal for new Township Radios-proposal was discussed. The Township received a test radio that worked well on the mountain and throughout the Township.

Pete and Cathy Zerbe-Recognize for 40+ years of service as Treasurers for the Newmanstown Ambulance Corps. Township Secretary will send a letter of thanks and recognition for years of service and dedication to the Newmanstown Volunteer Fire Company and Ambulance Corporation.

Millcreek Township Police Chief Notice of Pending Retirement -Chief Hostetter updated the Board with his official notice and retirement date. Chief stated that during the May meeting he will give his last report. The pay period lasts until May 21st, and that will be his last day. The number of days left work out to be about 100. He has served Millcreek Township honorably for the past 26 years, and with his time at his previous department his service will span over 30 years. Chief Hostetter also thanked our previous Supervisor Dan Hogeland for allowing him the opportunity to serve our community.

2026 Municipal Tax information form; MS-965 Liquid Fuels Actual Use Report; DCED Officials List; 2025 Survey of Financial Condition-Reports were reviewed.

Discussion for Hiring a new Police Officer- The Board and Chief Hostetter discussed the hiring of a new police officer with Chief will work with the Secretary and Sergeant Katzaman to write up an advertisement for the position of a full-time and a part-time police officer. A motion was made by Weidman to authorize our Secretary, to work with our Chief in the advertisement of a full-time police officer and part-time police officers. Second by Saul, all in favor aye. Motion carried

Audit to be conducted February 17 - The Township Audit was discussed. The auditors will be at the office next Tuesday to start the process.

PA One Call Vote for Board of Directors- Weidman made a motion to allow the Secretary to fill the ballot out for the PA one call vote for board of directors. Second by Desantis all in favor aye. Motion carried.

Lebanon County Conservation District-Rain Barrel Workshop. Workshop will be March 27th from 6pm to 7.30pm at the Lebanon Valley Ag Center, 2120 Cornwall Road. Participants receive a 50 gallon capacity rain barrel value at \$150, and it's a \$30 registration fee.

Add Medicare information from Single Care to website. General information on Medicare to be added to the Township for public viewing.

Road Forman report- Risser reported on the month. Christmas Tree collection is complete with 36 trees picked up. He spoke of snow removal efforts in the Township. The road crew is doing preventative maintenance for the upcoming spring and summer season. The Memorial Day Service was discussed.

Bills/Treasurers Report-Motion by Weidman to accept the Treasurers Report and pay the bills as necessary. Seconded by Saul. All aye, motion carried.

Adjournment- Motion by Weidman to adjourn the meeting at 7:47pm. Seconded by DeSantis. All aye, motion carried.

WITNESS:

Secretary/Treasurer Lauren Ritchie

Eric J. Weidman, Chairman