



## MILLCREEK TOWNSHIP BOARD OF SUPERVISORS

81 E ALUMNI AVE, NEWMANSTOWN, PA 17073

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### MINUTES OF MAY 13, 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:** MaryJo Rucinski and Wayne Pyfrom were not present for comment.

#### **Reports of Organizations:**

Millcreek Township Planning Commission minutes-May-reviewed  
Newmanstown Water Authority minutes-April-reviewed  
MRJA minutes-April-reviewed  
Western Berks Ambulance Monthly Report-April-reviewed  
Newmanstown Volunteer Fire Company minutes-May-reviewed  
Newmanstown Recreation Board minutes-April-reviewed  
GLRA Minutes-April- reviewed  
Commonwealth Code monthly report -reviewed

Police Activity report-reviewed -Officer Hostetter presented his last activity report. This was his last meeting as Police Chief, he was thanked by the Board and members of the public for his service.

**Minutes:** Approval of April 8, 2026, Board of Supervisors. **Weidman made a motion to approve the minutes as printed for the April 8<sup>th</sup> meeting. Second by DeSantis, all in favor aye. Motion carried.**

#### **Solicitor:**

##### **Possible Solar Energy Systems Amendments to Zoning Ordinance**

The Solicitor reported that he met with Chairman Craig Thompson of the Planning Commission to discuss amendments, and finalization of sections 16.21 A3 and 16.21 A4 of the zoning ordinance. He spoke regarding sections A3 and A4. Section A3 of the zoning ordinance speaks of increasing the setbacks for ground mounted systems. The current setbacks are a minimum of five feet from any lot line, the recommended amendment would increase setback to 10 feet for the side lot line and 15 feet for the rear lot line. Recommendations were also made for prohibiting ground mounted systems in the front yard. Section A4 of the zoning ordinance speaks of roof mounted systems. The current allowable percentage is 25% of the area of the ground floor of the structure. This amendment would change the ordinance to follow Lebanon County's Building Code regulations. These previous restrictions have made adding solar panels to the roof of your home very prohibitive. The Solicitor stated there is a requirement that any time you do a proposed zoning amendment change, the recommendations need to be sent to Lebanon County Planning. They then have thirty days to review and respond.

The Solicitor requested that the board make a motion, authorizing him to forward to Lebanon County Planning, the Solar Energy Systems Zoning Ordinance recommendations from our Planning Commission. **Weidman made a motion to authorize the Solicitor to forward to Lebanon County Planning the Solar Energy Systems Zoning Ordinance recommendations from our Planning Commission. Seconded by Saul, all in favor, aye. Motion carried.**

**340 West Main Street Update:**

The Solicitor reported that the property at 340 W. Main Street is going to be sold. In January of last year a municipal lien related to maintenance of the property was filed. The amount of the lien is for \$1155.97. The Secretary was in communication with the settlement company and learned that there was an item that needed to be corrected on the deed in order for the property to settle, and the lien paid. He stated that once this is corrected the Township will receive the funds and he can start working on the lien discharge.

**7:15-Opening of Bids, Paving Project Dierwechter Road**

Four Bids were received for the Dierwechter Road Paving Project.

**H&K GROUP INC**

**TOTAL BID \$176,969.47**

DIERWECHTER ROAD: **BASE REPAIR** –4” 25MM BASE REPAIR FOR 200 SY

**ROAD OVERLAY** MILL END NOTCHES, DRIVEWAY NOTCHES AS NEEDED, PLACE 9.5MM SCRATCH, PLACE PETROMAT, PLACE 2” OF 12.5MM OVERLAY

**NEW ENTERPRISE STONE AND LIME CO. INC**

**TOTAL BID \$155,021.94**

DIERWECHTER ROAD: **BASE REPAIR** –4” 25MM BASE REPAIR FOR 200 SY

**ROAD OVERLAY** MILL END NOTCHES, DRIVEWAY NOTCHES AS NEEDED, PLACE 9.5MM SCRATCH, PLACE PETROMAT, PLACE 2” OF 12.5MM OVERLAY

**PENNSY SUPPLY, INC**

**TOTAL BID \$155,392.68**

DIERWECHTER ROAD: **BASE REPAIR** –4” 25MM BASE REPAIR FOR 200 SY

**ROAD OVERLAY** MILL END NOTCHES, DRIVEWAY NOTCHES AS NEEDED, PLACE 9.5MM SCRATCH, PLACE PETROMAT, PLACE 2” OF 12.5MM OVERLAY

**RONNIE C. FOLK PAVING INC**

**TOTAL BID \$197,839.75**

DIERWECHTER ROAD: **BASE REPAIR** –4” 25MM BASE REPAIR FOR 200 SY

**ROAD OVERLAY** MILL END NOTCHES, DRIVEWAY NOTCHES AS NEEDED, PLACE 9.5MM SCRATCH, PLACE PETROMAT, PLACE 2” OF 12.5MM OVERLAY

**A Motion was made by DeSantis to accept the proposal from New Enterprise, Stone and Lime Company out of Ephrata for a bid amount of \$155,021.94. Seconded by Weidman, all in favor, aye. Motion carries.**

Meeting resumed at 7:18pm.

Solicitor Continued: **Zoning Ordinance definition of dog kennels:** The Solicitor stated that at last month’s meeting, the Board authorized him to look into changing how dog kennels are addressed in the zoning ordinance. He shared the definition of “dog kennels” in our zoning ordinance. It states, “Any premises, except where accessory to an agricultural use, where three (3) or more dogs, ten (10) weeks in age or older, are kept or boarded”. The Solicitor suggested this needed to be changed, along with possibly adding some regulations pertaining to dog kennels as none presently exist. He looked into the matter and provided some specific points of information to the Board. The First point was the Board will ultimately need decide any necessary regulations, such as lot size and setback requirements. His second discussion point included excluding veterinarians from a kennel zoning ordinance provision. The primary purpose of being a veterinarian is to treat injured or sick animals, including dogs. Treatment sometimes includes surgery which will necessitate a dog remaining at a vet for a period of time. A veterinarian is not a kennel. This is a reason to differentiate a veterinarian from a kennel. The Solicitor mentioned that different types of permitted uses have different requirements in a zoning ordinance. It would make sense to have a separate paragraph at the end of any dog kennel regulations specifically excluding properly licensed veterinarians under the laws of the Commonwealth of Pennsylvania from the ordinance requirements. He welcomed any discussion or questions from the Board. He said they may also reach out to him individually with any questions. Supervisor DeSantis had mentioned dog kennels being in the ag district only. Supervisor Saul expressed the need to find a proper balance between having reasonable lot and set back requirements while also being mindful of the neighbors and noise from kennels. Also there needs to be greater clarification in the ordinance regarding the exclusion of veterinarians.

**Action:**

**Yearly Donations** to Newmanstown Volunteer Fire Company, Millcreek Rod and Gun Club, Richland Library, Recreation Board. Yearly donations are given to each. \$10,000 to the Newmanstown Volunteer Fire Company, \$1,250 to the Millcreek Rod and Gun, \$1,000 to the Richland Library and \$2,000 to the Millcreek Recreation Board. **A motion was made by Weidman to make the yearly donation to the following organizations: the Newmanstown Volunteer Fire Company for ten thousand dollars, the Millcreek Rod and Gun Club for twelve hundred fifty dollars, Richland Library for a thousand, and the Millcreek Recreation Board for two thousand dollars. Seconded by Saul, all in favor, aye. Motion carries.**

**Appointment of Police Chief: Amend date from April motion to appoint Terry Katzaman as Police Chief effective May 22, 2026.** During last meeting's motion, the incorrect date was said in the Motion to Appoint Officer Terry Katzaman as Chief of Police. Also, a letter of Appointment was signed by Officer Katzaman and members of the Board. The Motion was corrected: **Weidman made a motion to assign the appointment of Chief of Police to Terry Katzaman, effective May 22, 2026. Seconded by Desantis, all in favor, aye. Motion carries.**

**Berks Copy Tech: Copier Maintenance Contract 2026 \$295.00** **A motion was made by Weidman to accept the Berks Copy Tech copier maintenance contract for 2026 in the amount of \$295 Seconded by Saul, All in favor, aye. Motion carries**

**Unfinished Business**

**Memorial Day Service: Payment amounts for participants.** Memorial Day Service was discussed. Everything is coming together. Payments to participants were discussed.

**Weidman made a motion, to set the 2026 contributions for the Memorial Day Service for the speaker to be \$100, the sound system to \$60, the Clergy to \$60, the Singing Cedars to \$200. Second by DeSantis. All in favor, aye. Motion carries**

**Fire Tax and Incentive Program-** The Fire Tax and Incentive program were discussed. This tax will need to be set at a millage rate, like the property taxes, it cannot be a flat fee. That rate will need to be determined soon for budget purposes. Amos Hoover, Fire Company President spoke on the cost of apparatus replacement. The board will look at the budget numbers of the Fire Company and discussions will continue.

**New Business –**

**Newmanstown Volunteer Fire Police-Items requested.** The NVFP requested some additional signage. The Board requested a quote to look at.

**Blue Triton \$5000.00 donation** -send thank you letter. Letter was reviewed, this donation is given every year to the Township. Secretary will send a Thank You letter.

**Music in the Park 2026” request for use of Memorial Park Sunday’s in August.** Millcreek Community Center Group requested use of Memorial Park Sunday’s in August for Music in the Park. **Weidman made a motion to authorize the Mill Creek Community Center group to use the Memorial Park for August Second, August ninth, August sixteenth, August twenty third and August thirtieth. Second by Saul, all in favor, aye. Motion carries**

**Discussion: Leon Ziegler, Planning Commission member, will be moving out of the Township.** The Board and Planning Commission Chairman Craig Thompson had a discussion regarding Mr. Ziegler moving out of the Township. No date is set for his move yet, but he will need to vacate the Planning Commission seat as soon as he moves from the Township and a new member will need to be appointed. He is welcome to participate as a member of the general public.

**Discussion: ELCO Bookmobile-Set up June 24, 2026 in White Swan Parking Lot.** The Bookmobile was discussed. There will be construction at White Swan Park in June. Parking in the lot might be a challenge with construction vehicles present. Newburg Park is an option to consider. **Weidman made a motion to allow the ELCO Bookmobile to use White Swan Park or Newburgh Village Recreation area on Wednesday, June twenty fourth from 6- 7:30 p m. Second by DeSantis all in favor, aye. Motion carries.**

**Millcreek-Richland Joint Authority-**They are looking for another member for their Board. Solicitor Amy Leonard requested we share information with the public regarding an open seat on the MRJA. The meetings are once a month. If there is any interest, please reach out to the Township office.

**Road Foreman Report-**Foreman Risser reported on the state of the roads in the Township. Playgrounds have new mulch, bathrooms at White Swan Park had humidity sensors installed and the outside of the building will be resealed. He also reported on the walking path project and White Swan sidewalk project. Signs for the Newburg walking path were discussed. Dirt bikes have been abusing the unfinished path.

**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 7:50pm. Seconded by DeSantis. All aye, motion carried.**

WITNESS:

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Secretary/Treasurer Lauren Ritchie

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Eric J. Weidman, Chairman