

August 12, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, August 12, 2025, in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 6:00 PM by Council President (CP) Joseph Lane. The meeting began with a pledge to the flag as well as an observed moment of silence.

COUNCIL MEMBERS

Joseph Lane
Phyllis Giberson
Angela Cuthbert – absent
Michael Kaufhold

David T. Aichele, Mayor
Linda Bellile
Mary Ann Gerber
Marianne Kerlavage

OTHERS PRESENT

Dave Rhodes, 25 Wabank Road, Millersville
Phil Lastowski, 101 E. Charlotte Street, Millersville
Randall Snyder, 209 Manor Avenue, Millersville
Don McCann, 131 Creekgate Ct, Manor Township
Jenny Engle, 130 Village Drive, Millersville
Stephanie Hersh, 72 Blue Rock Road, Millersville
David Sykes, 344 Valley Road, Millersville
Michael Miklos, 67 W. Charlotte Street, Millersville
John Michener, 50 W. Charlotte Street, Millersville
Phil Gerber, 122 Village Drive, Millersville
Kyle Miller, Borough Street Superintendent
Luke Pennington, Borough Finance Officer
Emma Danae Droz, Borough Part-Time Administrative Coordinator
Rebecca DeSantis-Randall, Borough Manager
Jeff Margevich, Borough Chief of Police

APPROVAL OF MINUTES

CP Lane made a motion to approve the July 22, 2025, minutes. Council Member (CM) Giberson seconded the motion. The motion passed unanimously.

CITIZEN REQUESTS OR CONCERNS:

Don McCann, 131 Creekgate Ct, Manor Township, expressed concern about weeds on Manor Ave. He then commended a resident named Karen for picking up litter throughout the Borough. He also made his complaint about the appearance of the new trash totes. Lastly, he commended CM Kaufhold for painting the Borough fire hydrants. CM Kaufhold clarified the recent painting was not his doing, and he was not sure who did it.

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APPOINTMENT OF COUNCIL MEMBER ANGELA CUTHBERT TO COMMITTEES AND APPOINTMENT OF COUNCIL ASSISTANT SECRETARY TO FILL VACANCY LEFT BY COUNCIL RESIGNATION

CP Lane appointed CM Cuthbert to the Personnel Committee and the Public Welfare and Public Works Committee.

CP Lane then made a motion to appoint Angela Cuthbert as the Assistant Secretary of the Millersville Borough Council. CM Kerlavage seconded the motion. The motion passed unanimously.

FINANCE ADVISORY COMMITTEE MEETING

CP Lane took a roll call of the members of the Finance Committee, in which all four members were present (CMs Lane, Giberson, Gerber, and Kerlavage).

CP Lane made a motion to accept the July Financial Reports and authorize staff to satisfy the ordinary and routine obligations incurred by the Borough for this month. CM Kerlavage seconded the motion. The motion passed unanimously. This item moves out of committee.

CP Lane brought forward presentation of financial requirement (Minimum Municipal Obligation - MMO) for Borough Pension Plans. Manager DeSantis-Randall explained the MMO is the amount the Borough is required to put into the pension plans each year to keep them stable and sustainable. The MMO is prepared by Thomas J. Anderson and Association. This year's MMO would equal \$609,987 for uniform employees and \$155,920 for non-uniform employees. She noted that state aid is anticipated an addition. She also clarified that the current police union negotiation is not anticipated to impact these numbers, as any impacts would be felt in future MMOs.

CP Lane then closed out the Finance Committee meeting.

PERSONNEL ADVISORY COMMITTEE MEETING

None

PUBLIC WELFARE AND PUBLIC WORKS ADVISORY COMMITTEE

CM Giberson took a roll call of the members of the PW&PW Committee, in which three of the four members were present (CMs Giberson, Bellile, and Kaufhold).

Manager DeSantis-Randall asked if the Committee had any questions on the July Codes and Zoning Report. CM Gerber asked about the properties on Manor identified in a prior meeting. Manager DeSantis-Randall stated the citation process was moving along, and the Borough was waiting for action on behalf of the property owner. If the owner paid the citation and cleaned up the property, no further action would be taken. Otherwise, the Borough would issue an additional citation or take the matter to the Magisterial District Judge.

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CM Giberson then brought forward discussion of a letter of support for resident's rain garden request. She noted that the Borough did not need to provide a letter since it is the resident's property and Garman has approved of the project. Resident Jennifer Engle asked about the Borough hosting an informational session on rain gardens. Manager DeSantis-Randall stated Ms. Engle could complete an application to use the Borough Council Room once she had event details.

CM Giberson then closed out the PW&PW Committee meeting.

MAYOR'S REPORT:

Mayor Aichele reported on the success of National Night Out and the promotion of Crimewatch. Chief Margevich echoed the Mayor's sentiments.

BOROUGH MANAGER'S REPORT

Manager DeSantis-Randall also noted the success of National Night Out.

She then began her report with a utility billing transition update, having completed one and a half billing cycles. She noted the transition was going well. She further reminded residents to go to the new site for online payments, and to call the Borough office with any issues.

Manager DeSantis-Randall brought forward discussion of application to the Lancaster County Conservation District (LCCD) Low Volume Road Grant Program for section of Creek Drive. She explained the grant suited Creek Drive better than using the Borough's Liquid Fuels funds, and the road's stormwater impact on the river made it a strong candidate. The proposed grant would fund narrowing the road and the addition of stormwater drains and would be due August 22nd, extended to August 27th to allow for Council approval. Manager DeSantis-Randall further noted that she was in discussion with Millersville University regarding a consent agreement to divert the stormwater away from the river and into MU's Biological Preserve. Council, Manager DeSantis-Randall, and Borough Street Superintendent Kyle Miller then discussed current pedestrian traffic, the impact of narrowing the road on public safety, and MU's buy-in.

Manager DeSantis-Randall lastly brought forward discussion of Main Street Matters Grant Opportunity – Revitalization Plan for Business Attraction and Retention in the Downtown District and/or the Neighborhood Commercial District. She explained the purpose of the grant is to fund a plan that would help develop the Borough's Downtown District and to attract and retain additional commercial businesses. She further explained the grant would be put together by Barry Isett and Associates, who previously put together the Borough's Park Master Plan. CMs Gerber, Giberson, and Mayor Aichele expressed their concern that this grant would be premature with the potential 741/999 mixed use development, and that no action should be taken at this time.

PRESIDENT'S REPORT:

CP Lane updated residents that the Public Hearing regarding the Garman text amendment has been postponed until the solicitors for both the Borough and Garman complete their discussions.

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UNFINISHED BUSINESS: None

CITIZEN REQUESTS OR CONCERNS:

Phil Gerber, 122 Village Drive, noted that Creek Drive used to be a parking area for MU students. Borough Street Superintendent Miller noted that parking is no longer permitted going down the hill and limited parking going up the hill. Mr. Gerber then expressed his displeasure with not being permitted to speak during the Manager's Report.

Don McCann added that Creek Drive is quite crumbly, but that people would park there if permitted. He also mentioned that MU's angled parking on E. Frederick wastes space. Finally, he added that Creek Drive is used by many pedestrians.

Randall Snyder, 209 Manor Avenue, spoke about weed and grass issues at 138 Manor Avenue and the Borough's citation process. Council explained that by law if the property owner continues to pay code enforcement violation fines then the matter will restart and never proceed to the Magisterial District Judge. He also complained about the need to complain in order for code enforcement to occur. Council noted that the Borough's current code officer is also the zoning officer and is only part-time, which limits his ability to focus on code enforcement. Council finally discussed the limited scenarios in which the Borough can mow a resident's yard, charge the resident, and lien the property.

EXECUTIVE SESSION: None

ADJOURNMENT

CP Lane made a motion to adjourn. CM Kaufhold seconded the motion. The motion passed unanimously. The meeting adjourned at 6:56 PM.

Rebecca DeSantis-Randall
Borough Secretary

RADR/edd