

August 26, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, August 26, 2025, in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:01 PM by Council President (CP) Joseph Lane. Mayor Aichele began the meeting by informing those present of the passing of retired Millersville Police Department detective and magisterial district judge Leo “Jack” Eckert. He asked that those present remember Mr. Eckert during the moment of silence. The meeting then continued with a pledge to the flag as well as an observed moment of silence.

**COUNCIL MEMBERS**

Joseph Lane  
Phyllis Giberson  
Angela Cuthbert  
Michael Kaufhold – absent

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

**OTHERS PRESENT**

Dorothy Imel, 1902 Blue Ridge Drive, Lancaster  
David Sykes, 344 Valley Road, Millersville  
Richard Frantz, 55 N. Duke Street, Millersville  
Elaine Walmer, Lancaster Newspaper  
Phil Lastowski, 101 E. Charlotte Street, Millersville  
Rob McLane, 206 Manor Avenue, Millersville  
Phil Gerber, 122 Village Drive, Millersville  
Abby Norman, Millersville University Student Representative  
Dr. Victor DeSantis, VP of External Affairs and Chief of Staff, Millersville University  
Kyle Miller, Borough Street Superintendent  
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 August 12, 2025, minutes. CM Giberson seconded the motion. The motion passed unanimously.

**CITIZEN REQUESTS OR CONCERNS:**

Robert McLane, 206 Manor Avenue, brought forward a code enforcement ticket he had received for weeds. He voiced concern with the cost of the ticket compared to prior tickets he had received, and he asked that Council consider reducing future fines for older residents. He also asked for assistance from the Street Department with removing a build-up of sediment from Manor Avenue outside his property where many of the weeds were growing.

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**REPORTS OF BOARDS AND COMMISSIONS:**

None.

**COUNCIL COMMITTEE ITEMS FOR ACTION:**

**FINANCE COMMITTEE:**

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

**PERSONNEL COMMITTEE:**

None.

**PUBLIC WELFARE AND PUBLIC WORKS COMMITTEE:**

None.

**MAYOR'S REPORT:**

Chief Margevich delivered the July Police Report, in which there were 341 calls for service.

**MILLERSVILLE UNIVERSITY REPORT:**

Abby Norman, Millersville University Student Representative, delivered the MU report. The 2025-2026 Academic Year had officially kicked off; classes had started on August 25<sup>th</sup> and headcounts were up from the prior year. She then reiterated several items from the previous MU report, including information on Chick-Fil-A, ComMUnity Fest, Homecoming festivities, and the Peace Kids to the Rescue Art Show and Silent Auction. In athletics, PSAC's Eastern Division preseason poll had MU's men's soccer ranked second; the MU cheer team returned with three awards from the UCA College Camp; and the Marauder football team was set to kick off on September 4<sup>th</sup> against Frostburg State. The MU marching band will feature James Bond music this year. Lastly, Ms. Norman reported that MU will reveal its Arts at Millersville lineup for the 2025-2026 season on August 28<sup>th</sup>.

**PENN MANOR REPORT:**

None.

**BOROUGH MANAGER'S REPORT:**

Manager DeSantis-Randall began with a discussion of application to LCCD Low Volume Road Grant Program for section of Creek Drive. CM Gerber made a motion to apply to the Lancaster County Conservation District Low Volume Road Program for the Creek Drive Narrowing project. CP Lane seconded the motion. The motion passed unanimously.

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She then moved on to discussion and approval of the Third Amendment to the Agreement for Sewer Service to Funk's Farm. She noted the need for the amendment due to the change in ownership of the residential portion of Funk's Farm from HHF Real Estate Development, LLC to PA Millersville Funk Farm LLC. Council asked about the Borough Solicitor's noted issues with the declaration, which Manager DeSantis-Randall clarified was a separate document. Council also asked about potential groundbreaking on the project, and Manager DeSantis-Randall noted that the new developer was hoping to begin building sometime next year with the pump station at the top of the list. Council finally noted that despite being located outside the Borough, this project would bring beneficial funds into the Borough through sewer tapping and usage fees. CP Lane then made a motion that the President or Vice President of Council and the Borough Secretary be authorized to execute the Third Amendment to Agreement among HHF Real Estate Development, LLC, PA Millersville Funk Farm Fee Simple, LLC, Farmhouse Village Homeowners Association and this Borough relating to sewer service for the development previously known as The Village at Funk's Farm and now known as Farmhouse Village in the form presented at this meeting or with changes approved by the President or Vice President of Council and the Borough Solicitor. CM Giberson seconded the motion. The motion passed unanimously.

Manager DeSantis-Randall then brought forward discussion and approval of 2025 MOU with Lancaster County Planning Department for expedited reviews of Qualified Subdivision and Land Development Plans. She explained that this opportunity was optional but gave the Borough the ability to send certain types of plans to the Lancaster County Planning Department (LCPD) for expedited review by LCPD staff, which would be a 15-day review in place of the usual 45-day review requirement by the Lancaster County Planning Commission (LCPC). Council discussed that the Borough would determine and certify to LCPD what plans qualified and that this option would change none of the Borough's current review and approval processes for qualified Subdivision and Land Development Plans. CM Gerber then made a motion to execute the MOU Agreement with the Lancaster County Planning Department for Expedited Reviews of Qualified Subdivision and Land Development Plans. CM Cuthbert seconded the motion. The motion passed unanimously.

Manager DeSantis-Randall reported on to the Borough's Liquid Fuels 2023-2024 Audit Results. She explained that the audit found that sometime between December 2022 and February 2023, when there was a different Borough Manager, Finance Officer, Auditor, and Street Superintendent, liquid fuels funds were incorrectly placed into the general fund account rather than the liquid fuels account, and that the liquid fuels account was then used to reimburse the general fund. As a result, the Borough is now required to pay itself back by putting money from the general fund back into liquid fuels. The state has given the Borough a three-year option to make payments without fine or penalty, but the Borough will not receive any additional liquid fuels funds in 2026 if the first installment is not made before the 2026 deadline. The total amount to be reimbursed is approximately \$190,000. Council and Manager DeSantis-Randall then discussed ways that the Borough has already changed processes so that this situation would not happen again.

Lastly, Manager DeSantis-Randall gave a Property Maintenance Code Enforcement update. She explained efforts to take a more proactive approach to code enforcement, including reallocating the Borough Code Enforcement/Zoning Officer's time and additional time by Manager DeSantis-Randall herself to find code violations. She also noted efforts to identify resources to help residents who might struggle to maintain their properties, including the County

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Office of Aging, Habitat for Humanity, and Meals on Wheels. Council discussed adding these resources to the Borough website and providing them to Mr. McLane.

**PRESIDENT'S REPORT:**

CP Lane reviewed the Borough's process for filing complaints, noting the preferred method of submitting a complaint form either in person or through the Borough website. He stated that complaints should be specific and ideally contain an address and contact information in case the Borough has questions for the individual submitting the complaint. Anonymous code complaints would not be accepted, but the police would continue to accept anonymous complaints. Finally, he noted that once submitted, complaints would be forwarded to the appropriate Borough department for action, and that the individual submitting the complaint would not be guaranteed follow up from the Borough.

Mr. McLane spoke again and asked Council to waive the fine he received for weeds. Council stated that such a request would need to come to Council through the Borough Manager and the Code Enforcement Officer.

Resident Phil Gerber, 122 Village Drive, voiced his belief that if individuals submitting complaints are not permitted to submit anonymous complaints, they should still be guaranteed some anonymity within the Borough.

**UNFINISHED BUSINESS:** None

**EXECUTIVE SESSION:** None

**ADJOURNMENT:**

CM Gerber made a motion to adjourn. CM Bellile seconded the motion. The motion passed unanimously. The meeting adjourned at 7:46 PM.

Rebecca DeSantis-Randall  
Borough Secretary

RADR/edd