

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, July 22, 2025, in the Millersville Borough Public Meeting Room located at 100 Municipal Drive, Millersville, Pennsylvania.

The meeting was called to order at 7:00 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**

David T. Aichele, Mayor  
Mary Ann Gerber  
Michael Kaufhold  
Joseph Lane

Linda Bellile  
Phyllis Giberson  
Marianne Kerlavage

**OTHERS PRESENT**

Thomas Godfrey, Dawood Engineering, Inc., representing Wynfield at Millersville  
Connor Kilgore, Garman Builders  
John Michener, 50 W. Charlotte Street, Millersville  
Jenny Engle, 130 Village Drive, Millersville  
Angela Cuthbert, 106 Kready Avenue, Millersville  
Dan Ostrowski, 413 Spring Drive, Millersville  
Melissa Ostrowski, 413 Spring Drive, Millersville  
Michael Miklos, 67 W. Charlotte Street, Millersville  
Steve Giberson, 332 Manor Avenue, Millersville  
Randall Snyder, 209 Manor Avenue, Millersville  
Dorothy Imel, 1902 Blue Ridge Drive, Lancaster  
Phil Lastowski, 101 E. Charlotte Street, Millersville  
Stephanie Hersh, 72 Blue Rock Road, Millersville  
Richard Frantz, 55 N. Duke Street, 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 July 8, 2025, minutes. CM Giberson seconded the motion. The motion passed unanimously.

**CITIZEN REQUESTS OR CONCERNS:** None

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

**REPORTS OF BOARDS AND COMMISSIONS**

**BLUE ROCK REGIONAL FIRE COMMISSION**

CM Bellile reported on the Blue Rock Regional Fire Commission meeting held on July 3, 2025. The financial report included over \$100,000 in grants, increased bills due to the building project, reduced interest rate on the capital account, and most of the maintenance budget spent. May saw a total of 70 calls. Fundraising efforts have continued with distribution of donor resources and an ad in the Advertiser; full kickoff is scheduled for July 12<sup>th</sup> during the Tomato Festival. Two new members joined in June. The building project has continued with approved stormwater permits and a completed archaeological study.

**CIVIL SERVICE COMMISSION**

Manager DeSantis-Randall and Mayor Aichele delivered the Civil Service Commission report, requesting approval to clear the eligibility list. Mayor Aichele noted there would be a presentation of the approved applicants at the next Council meeting. After discussion, CP Lane made a motion to clear police candidate eligibility list. CM Bellile seconded the motion. The motion passed unanimously.

**DISCUSSION AND APPROVAL OF WYNFIELD PHASE 2 FINAL PLAN**

Thomas Godfrey, Dawood Engineering, gave a brief history of the Wynfield plan Phases I and II. The approval of Phase II would add the remaining 38 units presented in the original plan and an additional waiver request regarding site triangles and street trees which would remove some street parking and add a handicap parking space. Planning Commission had recommended approval of this waiver request. Council asked about a prior concern from the City of Lancaster regarding providing water before a second tank is installed, and Mr. Godfrey clarified the second tank has been installed since that time.

Mr. Godfrey then explained the request for approval of the Erosion and Sediment Work prior to recording of plan. Finally, Council discussed the review and approval of financial security. Manager DeSantis-Randall noted the financial security had been edited with input from the Borough Engineer, with a new number of \$788,834.20.

After discussion, CP Lane made a motion to approve the Wynfield at Millersville Phase II Final Plan as presented and the waiver as requested. CM Kerlavage seconded the motion. The motion passed unanimously. CP Lane made a motion to approve the start of erosion and sediment for Wynfield at Millersville Phase II work prior to recording of the plan. CM Giberson seconded the motion. The motion passed unanimously. Finally, CP Lane made a motion to approve the escrow amount of \$788,834.20 for Wynfield at Millersville Phase II Final Plan be established and presented to the Borough based off the opinion of costs. CM Bellile seconded the motion. The motion passed unanimously.

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

**COUNCIL COMMITTEE ITEMS FOR ACTION**

**FINANCE COMMITTEE**

CP Lane made a motion to accept the June 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**

CM Gerber first brought forward discussion of Borough Employee Handbook Update. With no discussion, CM Gerber made a motion to approve the adoption of the updated Millersville Borough Employee Handbook as presented. The motion passed unanimously. This item was out of committee.

CM Gerber then brought forward discussion of candidates for Council vacancy. She began by reviewing the Borough Code's process for filling a Council vacancy and that Council had three candidates for the vacancy: Dan Ostrowski, John Michener, and Angela Cuthbert. Council then conducted interviews with the two candidates not previously interviewed.

1. Council first interviewed John Michener. Mr. Michener explained his desire and qualifications to serve on Council, including extensive public service as an EMT, firefighter, and police officer—notably as the current Chief of Police of Pequea Township. Council asked whether his position as Chief of Police for Pequea would cause a conflict of interest; he stated no, but that he would have to resign from his position as a part-time officer with the Millersville Borough police department. Council then asked what issues he felt he could help weigh in on; he identified development, site planning, municipal growth, police recruitment, and budgeting.
2. Council then interviewed Angela Cuthbert. Ms. Cuthbert explained her interest in serving on Council and her qualifications as a Millersville University professor of geography and a member of the Borough Planning Commission. She emphasized partnerships and collaborations she has pursued in the County to involve her students. Council asked what issues she felt she could help weigh in on; she identified Town-Gown relationships, walkable communities/public transportation, and commercial development. Council then asked what being a community partner consultant looks like; she explained the process of making connections and gave examples of past projects, including working with Lancaster Bureau of Police and the USPS.

CM Gerber thanked the applicants and explained the process by which Council would vote on the applicants. CM Kerlavage made a motion to appoint Angela Cuthbert to fill the vacancy on the Millersville Borough Council until the first Monday in January, 2026. CM Kaufhold seconded the motion and talked about how difficult a decision this was for him and all of Council. A roll call vote was then conducted:

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

CM Kaufhold – Yes  
CM Gerber – Yes  
CM Giberson – Yes  
CM Bellile – Yes  
CM Kerlavage – Yes  
CM Lane – Yes

This motion passed with a unanimous vote. Mayor Aichele then conducted the swearing in of new council member Angela Cuthbert.

CM Gerber then brought forward discussion of Planning Commission vacancy application. CM Gerber made a motion to approve the resolution to appoint Daniel Ostrowski to fill the Planning Commission vacancy with a term ending 10/31/26. This motion passed unanimously. This item was out of committee.

CM Gerber lastly brought forward discussion of two additional vacancies on Borough Boards and Commissions and recommended filling the vacancies with the two remaining Planning Commission candidates: Jennifer Engle and Amos Hess. Without discussion:

1. CM Gerber made a motion to appoint Jennifer Engle to fill the vacancy of the Alternate ZHB Member Position with a Term Ending 3/26/27. CM Bellile seconded the motion. The motion passed unanimously.
2. CM Gerber made a motion to appoint Amos Hess to fill the vacancy on the Historic Commission with a Term Ending 2/24/30. CM Bellile seconded the motion. The motion passed unanimously.

**PUBLIC WORKS AND PUBLIC WELFARE COMMITTEE:**

None.

**MAYOR'S REPORT:**

Mayor Aichele invited Council to subscribe to the Millersville Borough Police Department on Crimewatch and to spread the word in the community. He added that the Borough's second annual National Night Out was coming up on August 5<sup>th</sup> and would also focus on promoting Crimewatch. Chief Margevich then delivered the June Police Report, in which there were 368 calls for service.

**MILLERSVILLE UNIVERSITY REPORT:**

Abby Norman, Millersville University Student Representative, delivered the MU report. Move-in will begin August 20<sup>th</sup> and classes will begin August 25<sup>th</sup>. Chick-Fil-A will remain open to the public with parking after 5:00 PM. Upcoming events include ComMUnity Fest on September 10<sup>th</sup>; Homecoming festivities on October 3<sup>rd</sup> and 4<sup>th</sup>, including the Millersville Parade: Magic of Music on October 4<sup>th</sup>; the 'Ville Wedding Expo on November 9<sup>th</sup>; and Santa Comes to Millersville on December 5<sup>th</sup>. Ms. Norman then reported on recent awards, including a \$69,999

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

grant from the PA DCED to advance manufacturing innovation awarded to Millersville University, Thaddeus Stevens College of Technology, Precision Cobotics and PrecisionForm of Lititz. MU has also been officially recognized as a 2024-2025 PNGAS Guard- Friendly School by the Pennsylvania National Guard Association (PNGAS). For athletics, MU grad Drew Stover is pursuing a professional basketball career with the Den Helder Suns in the Netherlands. For arts, Keystones Oral Histories will present a free screening of *A History of the Underground Railroad and Abolitionists throughout South Central Pennsylvania* on July 31<sup>st</sup>; LUNA Dance Company will perform at the Ware Center on August 1<sup>st</sup>; and the 7th annual Peace Kids to the Rescue Art Show and Silent Auction will be held September 5<sup>th</sup>.

Dr. Victor DeSantis, VP of External Affairs and Chief of Staff, then updated Council on positive enrollment. He also addressed the Board Of Governors' increase to tuition rates, and the potential for a roll back if sufficient funding is received from the state.

PENN MANOR REPORT: None.

**BOROUGH MANAGER'S REPORT**:

Manager DeSantis-Randall began with a discussion of Stormwater Sinkhole Issue at 325 Valley Road and 336/8 Spring Drive. She and Borough Street Superintendent Kyle Miller explained the reason for the sinkhole was aging stormwater pipes and that two options were recommended by the Borough Engineer to address the problem. The first option would involve installing two new crossings and cost approximately \$147,429.65. The second and preferred option would replace the existing crossing but would require approval from Lancaster City Water and UGI and cost approximately \$99,757.03. This was not a budgeted expense, but there are funds available to cover the anticipated costs. Council discussed potential timelines, next steps, and consequences if left unaddressed. Council concluded Borough staff may continue with next steps to put plans together and try to obtain approval from Lancaster City Water and UGI.

Manager DeSantis-Randall brought forward awarding of contract for Biosolid Management Service to Denali Water Solutions LLC at the price of \$49.98 per ton. CP Lane made a motion to award the Biosolid Management Service Contract to Denali Water Solutions LLC at the Price of \$49.98 per ton. CM Bellile seconded the motion. The motion passed unanimously.

Manager DeSantis-Randall brought forward request for approval of the 2025 Millersville Parade on October 4, 2025. CM Giberson made a motion to approve the 2025 Millersville Parade on October 4, 2025. CP Lane seconded the motion. The motion passed unanimously.

Lastly, Manager DeSantis-Randall brought forward discussion of letter of support for resident's rain garden request. She invited resident Jennifer Engle to present to Council. Ms. Engle explained the idea of installing a rain garden on her property in Wynfield at Millersville as a community feature and to aid with stormwater runoff. She noted that she had the approval of her HOA, Garman Builders, and other community organizations. She requested Council write a letter of recommendation to the Lancaster County Clean Water Partners and to help publicize an info session on the rain garden. Council referred the request to the Public Works and Public Welfare committee for further discussion.

July 22, 2025

**MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES**

PRESIDENT'S REPORT:

CP Lane thanked the candidates who came forward to fill the Council vacancy.

UNFINISHED BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT

CP Lane made a motion to adjourn. CM Giberson seconded the motion. The motion passed unanimously. The meeting adjourned at 8:19 PM.

Rebecca DeSantis-Randall  
Borough Secretary

RADR/edd