

October 14, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, October 14, 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
Michael Kaufhold – absent

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

OTHERS PRESENT

Thomas Godfrey, Dawood Engineering, representing Student Lodging Inc.
Geoff Beers, Student Lodging Inc.
Robert Sempsey, Student Lodging Inc.
Phil Lastowski, 101 E. Charlotte Street, Millersville
Dave Rhodes, 25 Wabank Road, Millersville
Dorothy Imel, 1902 Blue Ridge Drive, Lancaster
Richard Frantz, 55 N. Duke Street, Millersville
David Sykes, 344 Valley Road, Millersville
Phil Gerber, 122 Village Drive, Millersville
Rob Moyer, Borough Code Enforcement/Zoning Officer & BCO, CCIS
Kyle Miller, Borough Street Superintendent
Les McMullen, Borough Wastewater Treatment Plant 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 September 23, 2025, minutes. Council Member (CM) Giberson seconded the motion. The motion passed with four in favor (CMs Lane, Giberson, Cuthbert, and Bellile) and one abstention (CM Gerber).

CITIZEN REQUESTS OR CONCERNS: None

FINANCE ADVISORY COMMITTEE MEETING

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

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

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Manager DeSantis-Randall presented the 2026 Proposed Budget:

- a. Manager DeSantis-Randall began by noting the goal of maintaining a balanced budget and then reviewing revenue highlights. The top revenue item was real estate taxes. The Committee discussed the increase in capital interest earnings since the Borough restructured its capital accounts. Manager DeSantis-Randall then discussed the current real estate tax millage rate of 6.55 and the Borough's workforce summary. In a summary of fund balances, Manager DeSantis-Randall noted a deficit in the General Fund of approximately \$752,357 and a deficit in the Solid Waste fund of approximately \$91,971. She then moved on to a review of the 3 Year Management Plan, highlighting items accomplished in 2025 and looking ahead to items to be addressed in 2026. The Committee discussed the limitations of the Borough's MS4 Permit, noting the changes in state requirements as well as the possibility of establishing a stormwater authority so that the Borough could charge a fee for stormwater maintenance. Manager DeSantis-Randall then presented community services highlights, including Blue Rock Fire Rescue and others. The Committee discussed the ways in which Blue Rock provides an accounting of funds contributed by the Borough. Manager DeSantis-Randall lastly presented the Borough health insurance renewal, which would see a 12.9% increase for 2026.

CM Kerlavage joined the meeting at 6:25 PM.

- b. Manager DeSantis-Randall then moved onto discussion of three key items for review in the proposed 2026 Budget.
 - i. The first item was a potential millage rate increase to address the deficit in the General Fund. CP Lane asked whether the Borough had any items such as "optional maintenance" that could be postponed or reduced to make up for the deficit. Manager DeSantis-Randall noted only around \$50,000 could be saved in this way. The Committee noted last year's increase of a 3/4 mill and reviewed potential millage rate scenarios for 2026, ranging from no change to a 2 mill increase. Manager DeSantis-Randall also noted that the 2027 Reassessment would impact later decisions about millage rates. The Committee discussed that the Borough was in the top 5 highest millage rates in the County due to the large amount of tax-exempt property. The Committee agreed to consider the scenarios and make a decision at a later meeting.
 - ii. The second item was discussion of the Solid Waste Fund deficit. Manager DeSantis-Randall explained that the deficit was caused by the CPI increase in contract fees with the Borough's hauler, Penn Waste. The Committee

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further discussed that the fund would end 2025 with a balance of approximately \$380,000, which is less than the advised three months' worth of expenditures. Manager DeSantis-Randall presented several scenarios for increasing solid waste fees to clear the deficit, and the Committee agreed to consider the scenarios and make a decision at a later meeting.

- iii. Lastly, Manager DeSantis-Randall addressed Fee Schedule recommendations. She first advised adding a handicap application fee. She then noted that the cost of trash tags had not changed since 1990, and she recommended increasing fees for trash tags to better reflect the cost of disposal for the Borough.

The Committee then moved on to discussion of the Unreserved Fund Balance Policy. Under the policy, the Borough would maintain a fund balance equal to approximately three months of expenditures in accordance with the recommendation of the Borough's auditor and GASB. The Committee confirmed that in case of emergencies, Borough Council would determine when to deviate from these intended fund balances. After discussion, CM Gerber made a motion to approve the unreserved fund balance policy out of committee and authorize review by the Solicitor before a vote of Council. CM Giberson seconded the motion. The motion passed unanimously. This item moves out of committee.

CP Lane then closed out the Finance Committee meeting.

PERSONNEL ADVISORY COMMITTEE MEETING

CM Gerber took a roll call of the members of the Personnel Committee, in which three of the four members were present (CMs Gerber, Bellile, and Cuthbert).

CM Gerber brought forward discussion of Planning Commission member term expiration of October 31, 2025. CM Gerber made a motion to re-appoint Mike Weidinger to the Planning Commission with a new term ending date of 10/31/29. CM Cuthbert seconded the motion. CM Bellile asked to postpone the vote until CM Kaufhold was present. The motion then passed with a vote of two in favor (CMs Gerber and Cuthbert) and one against (CM Bellile). This item moves out of committee.

CM Gerber then brought forward discussion of nominating a candidate to Lancaster County Planning Commission Candidate Pool. After brief discussion, CM Gerber made a motion to nominate Angela Cuthbert to the Lancaster County Planning Commission's pool of qualified candidates for the next four years. CM Bellile seconded the motion. The motion passed unanimously. This item moves out of committee.

CM Gerber brought forward discussion of a Management Salary and Benefits Memo and of a Part-time Salary Memo. She explained that in previous years, the Borough had based salary increases for non-union positions on the increases implemented in negotiation with the Borough's non-uniform union employees. The Committee also discussed performance reviews for the

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Borough's department heads. The Committee members noted that these increases were present in the proposed 2026 Budget, and that they had no issue with these items.

CM Gerber then closed out the Personnel Committee meeting.

CM Gerber left the meeting at 7:02 PM.

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 Cuthbert).

Borough Code Enforcement/Zoning Officer, Rob Moyer, presented the September Codes and Zoning Report. The Committee had no questions on the report.

CM Giberson then brought forward review of Proposed Capital Improvement Plan for 2026-2031. Manager DeSantis-Randall encouraged the Committee to particularly review the projects laid out for 2026, especially items which would involve applications for grant funding. The Committee agreed to discuss these items at the next meeting.

CM Giberson then brought forward discussion of draft Resolution Concerning Tax-Exempt Financing for Student Lodging Solar Project. Manager DeSantis-Randall noted the funding comes through the Penn Industrial Development Authority and requires a resolution by the municipality in which the project is located to consent to the financing of the project. The resolution was reviewed by the Borough Solicitor. The resolution does not constitute zoning, subdivision, etc. approval, and the municipality assumes no repayment responsibility. CM Giberson made a motion to approve the Resolution Concerning Tax-Exempt Financing for Student Lodging Solar Project. CM Cuthbert seconded the motion. The motion passed unanimously. This item moves out of committee.

CM Giberson then brought forward review of Cottage Ave Solar Project Subdivision and Land Development Final Plan Submission and Waiver Requests. Thomas Godfrey, Dawood Engineering, representing Student Lodging Inc., presented the Subdivision and Land Development Final Plan. In accordance with Planning Commission feedback, the plan included the addition of a path in lieu of curb and sidewalks as well as dedication of the right of way to the Borough for later straightening of Cottage Avenue. Borough Streets Superintendent, Kyle Miller, asked whether the plan's stormwater would be added to the Borough's MS4 Permit, and Mr. Godfrey confirmed it would be privately managed. Manager DeSantis-Randall lastly noted that the Borough solicitor recommended a deferral agreement for the third waiver request, rather than a simple waiver, which would defer the requirement for curb and sidewalk until a time when Cottage Avenue would be later straightened. CM Cuthbert recommended the waiver request in accordance with the recommendation of the Planning Commission. After discussion, a series of motions were made:

- a. CM Giberson made a motion to conditionally approve the Subdivision and Land Development Plan for the Cottage Ave Solar Project Submitted by Student Lodging Inc, upon completion of the items in the Borough's Solicitor's 10/4/25 letter and the

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Engineer's 8/29/25 letter. CM Bellile seconded the motion. The motion passed unanimously. This item moves out of committee.

- b. CM Giberson made a motion to conditionally approve the financial security of \$195,412 for the Cottage Ave Solar Project, pending final review of the Borough Engineer. CM Bellile seconded the motion. The motion passed unanimously. This item moves out of committee.
- c. CM Giberson made a motion to approve the waiver requests of Section 325-8 Preliminary Plan Submission, and Section 325-14.B and 325-15.A Plan Scales for the Cottage Ave Solar Project. CM Bellile seconded the motion. The motion passed unanimously. This item moves out of committee.
- d. CM Giberson made a motion to conditionally approve the waiver requests of Section 320-6 Construction of curbs and sidewalks required for the Cottage Ave Solar Project. CM Cuthbert seconded the motion. The motion passed unanimously. This item moves out of committee.

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

MAYOR'S REPORT:

Mayor Aichele reported the Millersville Parade and MU Block Party went very well. He also reported that the police candidate previously approved for conditional hire, Michael L. Ebersole, passed the remaining hiring requirements and would be presented to Council at the next meeting for final recommendation.

BOROUGH MANAGER'S REPORT

Manager DeSantis-Randall stated that the parade went well. CM Giberson mentioned that she thought the Parade needed increased community involvement. Manager DeSantis-Randall further reported that she attended PA Wandering Waterways tour hosted by the state.

Manager DeSantis-Randall then brought forward discussion and adoption of Hazard Mitigation Plan Resolution. The plan would permit the Borough to pursue FEMA Hazard Mitigation Assistance if needed in the future. CP Lane made a motion to approve the Resolution to Adopt the Lancaster County Hazard Mitigation Plan. CM Kerlavage seconded the motion. The motion passed unanimously.

Lastly, Manager DeSantis-Randall then brought forward discussion and approval of Annual Resolution Reducing Police Officers' Contributions to the Police Pension Plan for 2026. Council discussed the purpose of the reduction. After discussion, CP Lane made a motion to approve the Resolution Reducing the Police Officers' Contributions to the Police Pension Plan for 2026 to 2.5%. CM Giberson seconded the motion. The motion passed unanimously.

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PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

CITIZEN REQUESTS OR CONCERNS: None

EXECUTIVE SESSION:

CP Lane made a motion to go into executive session concerning discussion of personnel matters. CM Giberson seconded the motion. The motion passed unanimously. Council entered executive session at 7:29 PM and returned at 7:49 PM.

ADJOURNMENT

CP Lane made a motion to adjourn. CM Kerlavage seconded the motion. The motion passed unanimously. The meeting adjourned at 7:50 PM.

Rebecca DeSantis-Randall
Borough Secretary

RADR/edd