

September 9, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

The MILLERSVILLE BOROUGH COUNCIL MEETING was held on Tuesday, September 9, 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

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

OTHERS PRESENT

Elyse Pollak, Lancaster Public Library
Theodore Griffiths, Lancaster Public Library
Randall Snyder, 209 Manor Avenue, Millersville
Chris Keene, 205 Manor Avenue, Millersville
Richard Frantz, 55 N. Duke Street, Millersville
Michael Miklos, 67 W. Charlotte Street, Millersville
Sherman Burkholder, 32 Bender Avenue, Millersville
Dorothy Imel, 1902 Blue Ridge Drive, Lancaster
Stephanie Hersh, 72 Blue Rock Road, Millersville
David Sykes, 344 Valley Road, Millersville
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 26, 2025, minutes. Council Member (CM) Giberson seconded the motion. The motion passed unanimously.

CITIZEN REQUESTS OR CONCERNS:

Richard Frantz, 55 N. Duke Street, expressed his concern about West Nile Virus in the Borough, and he asked whether the Borough was spraying for mosquitoes. Manager DeSantis-Randall answered that the Mosquito Control Board regularly tests for the virus and has not found any in the Borough to date. If the Mosquito Control Board detects the virus, they will spray.

PRESENTATION BY LANCASTER COUNTY PUBLIC LIBRARY

Elyse Pollack and Theodore Griffiths delivered a presentation on the impact of the Lancaster Public Library in Millersville Borough and Lancaster County as a whole. After the presentation, Council and the representatives discussed the possibility of support from Lancaster City parking garages for library patrons.

September 9, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

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 Kerlavage).

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

Manager DeSantis-Randall presented a discussion of the 2026 Budget Goals and preliminary projections. She reviewed the budget requirements and schedule through end of 2025. As in years prior, the projected chief revenue source was real estate tax, and the projected chief expense was labor costs. She then reviewed anticipated changes from the 2025 budget and a breakdown of the Borough's funds. Finally, she revisited the Borough Management 3-Year Plan and identified areas to be addressed in 2026.

Manager DeSantis-Randall then presented a discussion of a new unreserved Fund Balance Policy. She explained that the policy was recommended by both the Borough auditor and Governmental Accounting and Financial Standards Board (GASB) in order to structure how funds are set aside for emergencies. She recommended that the policy require the Borough to maintain six months of reserve funds. The Committee discussed the basis for the amount to reserve, the current Borough process for fund balance, and the process by which Borough Council would be able to access the fund balance. The Committee plans to discuss again at their next meeting.

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 all four members were present (CMs Giberson, Bellile, Cuthbert, and Kaufhold).

CM Giberson asked the Committee to send any questions on the August Codes and Zoning Report to the Borough Codes and Zoning Officer/BCO, Rob Moyer, as he was unable to attend the meeting

CM Giberson then brought forward discussion of the Lancaster County Vacant Property Reinvestment Program and possible completion of Property Referral Forms. The Committee previously discussed the subject at a meeting in the summer of 2024 but had not yet brought any specific addresses for submission. CM Giberson then made a motion to start the process of completing a Property Referral Form for the property located at 109 Circle Road in order to submit the property to the Lancaster County Vacant Property Reinvestment Program. CM Bellile seconded the motion. This motion passed unanimously. This item moves out of committee. The Committee noted a second address would be discussed at a later meeting.

September 9, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

CM Giberson then brought forward discussion of property code compliance issues in which three properties that received violations for weeds claimed that the weeds were actually “native pollinator gardens.”

- The Committee discussed short-term ways to handle claims of native pollinator gardens since the Borough’s current Property Maintenance Code provides no exception for native pollinator gardens. The Committee further discussed potential amendment to the Borough’s Property Maintenance Code to permit and provide requirements for native pollinator gardens. CM Cuthbert recommended research into the National Wildlife Federation and the PA Native Plant Society for model ordinances. The Committee then discussed concerns about enforceability: Mayor Aichele voiced concern regarding first responders’ ability to see identifying property information when plants are too tall, and CM Bellile voiced concern about plants blocking sidewalks.
- After discussion, CM Giberson made a motion to authorize Borough staff to create a draft ordinance amending the Borough’s Property Maintenance Code to permit and provide guidance for native pollinator gardens. CM Bellile seconded the motion. The motion passed unanimously. This item moves out of committee.
- The Committee finally recommended that Borough staff permit native pollinator gardens in the short-term if residents can provide proof of specific native pollinator plants and take no further action on the violations issued to the properties located at 446 N. Prince Street, 67 W. Charlotte Street, and 123 Kready Avenue; and speak with the owners of 123 Kready Avenue regarding the height of the plants in their native pollinator garden.

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

MAYOR’S REPORT:

Mayor Aichele reported that he would be attending two meetings later in the week: The Lancaster County Solid Waste Management Authority’s State of the Authority meeting, and a Pennsylvania State Mayor’s Association meeting which planned to discuss complaints and possible ordinances regarding e-bikes.

Mayor also confirmed that the Millersville Parade will be held on October 4, 2025.

BOROUGH MANAGER’S REPORT

Manager DeSantis-Randall noted that the Lancaster County Boroughs Association was also in discussion regarding possible ordinances for e-bikes.

She then reminded those present that Saturday in the Park would be held on September 20, 2025, and invited them to attend.

Manager DeSantis-Randall brought forward an update on the Borough Right to Know Form. She noted that the PA Office of Open Records had issued new guidance surrounding

September 9, 2025

MILLERSVILLE BOROUGH COUNCIL MEETING MINUTES

anonymous requests and requests making use of artificial intelligence. Using this new guidance, Borough staff updated the Borough Right to Know Form. This update did not change Borough policy.

Manager DeSantis-Randall lastly brought forward approval of MU Request for Block Party on East Frederick Street. CP Lane made a motion to authorize the closing of East Frederick Street on October 4, 2025, for the Millersville University Homecoming Block Party. CM Bellile seconded the motion. The motion passed unanimously.

PRESIDENT'S REPORT: None

UNFINISHED BUSINESS: None

CITIZEN REQUESTS OR CONCERNS:

Richard Frantz, 55 N. Duke Street, voiced a second concern about stormwater standing on N. Duke Street after rainstorms. He asked if it would be possible to add a drain. He also voiced concern that the Wynfield development might make the amount of stormwater worse.

Randall Snyder, 209 Manor Avenue, spoke about the possibility of amending the Borough's Property Maintenance Code to permit native pollinator gardens. He asked that Council account for property owners who would try to call regular weeds "native pollinator gardens."

EXECUTIVE SESSION: None

CP Lane made a motion to go into executive session concerning discussion of Police Association contract negotiations. Council entered executive session at 7:15 PM and returned at 8:00 PM.

ADJOURNMENT

CM Giberson made a motion to adjourn. CM Kerlavage seconded the motion. The motion passed unanimously. The meeting adjourned at 8:01 PM.

Rebecca DeSantis-Randall
Borough Secretary

RADR/edd