

The meeting was called to order at 7:00PM at the Adamstown Borough Municipal Office, 3000 N. Reading Road, Adamstown by Mayor John Schmidt.

Council Present: Randy Good, Dave Matz, Alex McManimen, Zach Hoffman, James Johnson-Null

**Visitors present:** Derek Miller, Nate Welker, Kelly Ryan, Wendy Kerschner, Helen Shaak, Brenda Bixler, Russell Renninger, Cindy Hoffner, Ken Goodman, Matt Hollinger, Cheryl Davis, Steve Davis, Jim Bretz

**Others present:** John Schmidt, Mike Palm, Julie Scherer, Sam Toffy

**Swearing in Council Members:** Mayor Schmidt swore in new Council member Zach Hoffman and re-elected members Randy Good and Dave Matz. deLyn Alumbaugh, who was also re-elected, was not in attendance.

**President of Council :**

Mayor Schmidt opened nominations for Council President. Randy Good was nominated D. Matz.

Council voted 4-0-1 (R. Good abstained) to appoint R. Good as Council President.

**Vice-President of Council :**

Mayor Schmidt opened nominations for Council Vice-President. Dave Matz was nominated by A. McManimen.

Council voted 4-0-1 (D. Matz abstained) to appoint D. Matz as Council Vice-President.

R. Good assumed control of the meeting.

**REORGANIZATION :**

Secretary/Assistant Treasurer - Sam Toffy  
Treasurer - Julie Scherer

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to appoint the above as listed.

Adamstown Representative at Police Meetings - John Schmidt  
Vacancy Board - Joe Dietrich  
Planning Commission (4-year term to run through 12/2029) - Kevin Grant

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to appoint the above as listed.

Cocalico Area Appeals Board - Zach Hoffman  
Cocalico School District Municipal Rep & Alternate for LCTCB - Randy Good & Michael Hession (Alt)

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to appoint the above as listed.

Zoning Hearing Board Attorney - Dwight Yoder, Gibbel, Kraybill and Hess  
Zoning Hearing Board (3-year term to run through 12/2028) - Susan Russo (Resolution 26-01)  
Zoning Hearing Board Alternate (1-year term to run through 12/2026) - Kyle Nixon (Resolution 26-02)

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to appoint the above as listed and to adopt Resolutions 26-01 and 26-02 as presented.

Borough Solicitor - Josele Cleary of Morgan, Hallgren, Crosswell and Kane  
Borough Engineer - Systems Design Engineering, Inc.  
Sewage Enforcement Officer - Systems Design Engineering, Inc.  
Rental Inspector/Code Enforcement Officer - Systems Design Engineering, Inc.  
Property Maintenance Code Enforcement Officer - Systems Design Engineering, Inc.  
Zoning Officer - Systems Design Engineering, Inc.  
Building Inspector (Commercial & Residential) - Systems Design Engineering, Inc.  
Building Inspector (Commercial & Residential) - Associated Building Inspections

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to appoint the above as listed.

**MINUTES:** Minutes from the December 2, 2025 meeting were approved with a motion from J. Johnson-Null, seconded by D. Matz and unanimously carried.

**BILL LIST:** Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve all bills and receipts presented.

**POLICE REPORT:**

The December Police Report was included in the packets.

**FIRE REPORT:**

The December Fire Report was read by Chief Miller. He said there were a total of 224 calls in 2025. There will be a soup and sub sale on January 17<sup>th</sup> from 10AM until sold out.

**VISITORS BUSINESS:** None.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:**

The Community Days cabin in the grove will be updated, with materials being purchased by the borough. A quote was received by Fisher's Remodeling.

Motioned by A. McManimen, seconded by Z. Hoffman and unanimously carried to approve renovations NTE \$10K.

A new metal roof will be installed on the bandshell in the grove.

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to approve installing a new metal roof on the grove bandshell at a cost of \$2K which includes the metal.

A new rubber roof with a hatch will be installed at Wellhouse #3.

Motioned by A. McManimen, seconded by Z. Hoffman and unanimously carried to approve installing a new roof at Wellhouse #3 at a cost of \$2K which includes material for framing and sheeting.

Signs for the new pickleball courts as well as the tennis courts and basketball court were discussed. M. Palm asked Council to review the examples provided and report back in 2 weeks with a final decision so he could get quotes for the February meeting.

There will be a paving project on W. Main Street in 2027, and several properties in the area will be required to repair sidewalks/curbing prior to the paving. R. Good is recommending sending letters out to those affected giving them until June 1, 2027 to complete the work. The project could be bid in spring of 2027, with work being done in summer of 2027.

**COMMITTEE REPORTS :**

BUILDING: None.

COMMUNITY:

SLC Excavating, LLC - \*Consider a motion to approve Application and Certification for Payment #5 in the amount of \$25,107.89 for work associated with trail grading and excavation and the remaining work on stormwater work of Change Order #1

SLC Excavating, LLC - \*Consider a motion to approve Application and Certification for Payment #6 in the amount of \$66,589.09 for the completed project, less the retainage

SLC Excavating, LLC - \*Consider a motion to approve Application and Certification for Payment #7 in the amount of \$28,529.52 to release project retainage.

Motioned by Z. Hoffman, seconded by A. McManimen and unanimously carried to approve SLC Excavating, LLC applications for payment (#5, #6 & #7) as presented.

FINANCE: None.

FIRE/SAFETY: None.

IT - None.

PERSONNEL - None.

RECREATION - None.

ROADS AND BRIDGES: None.

WATER/SEWER & MS4:

Ordinance #427 - An ordinance revising water & sewer rates was advertised for adoption.

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to adopt Ordinance #427 as presented.

46 48, 57 & 59 W. Main St., 244 Willow St. & 10 Stoudtburg Rd. Late Fee Waiver Request - A request for a waiver of late fees was received for the 2<sup>nd</sup> quarter in the amount of \$168.06 due to payment being postmarked on due date and 3<sup>rd</sup> quarter in the amount of \$130.82 because MuniBilling mailed the payment back saying the remittance amount was not noted on each remittance stub.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to waive the late fees for the 3<sup>rd</sup> quarter only in the amount of \$130.82.

R. Good said that we applied for a grant to remove the pump station near the community pool as well as a grant to reline the remaining portion of the sewer line. We did not receive either grant, but we are moving forward with the projects using Borough funds. Both projects will be done in the fall of 2026.

**UNFINISHED BUSINESS :**

Ordinance #426 - An ordinance establishing guidelines for hotels & motels was advertised for adoption.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adopt Ordinance #426 as presented.

Ordinance #428 - An ordinance establishing guidelines for short-term rentals was presented for advertising for adoption at the February meeting.

Motioned by J. Johnson-Null, seconded by Z. Hoffman and unanimously carried to advertise for adoption at the February meeting.

**NEW BUSINESS :**

Ordinance #429 - An ordinance establishing guidelines for noise was presented for advertising for adoption at the February meeting. A. McManimen raised concerns about enforcement if the noise ceases before police arrive. He will consult with the Ephrata Police Department to clarify how such situations are handled.

Motioned by A. McManimen, seconded by Z. Hoffman and unanimously carried to advertise for adoption at the February meeting.

Feasibility Study for DCNR Grant Application - R. Good said that the grass on the bank along the north side of the community pool should be terraced with a pollinator plot, and replastering of the pool will be required in 2028 or 2029. DCNR requires a feasibility study to be done to qualify for a grant. Quotes will be gathered to do the study, and DCNR will pay for half of the cost of it.

ABI 2026 Fee Schedule - ABI provided their fee schedule for 2026.

Motioned by A. McManimen, seconded by J. Johnson-Null and unanimously carried to accept ABI's 2026 Fee Schedule as presented.

R. Good said that when 2026 committees are created, he would like to implement a long-range planning committee that should meet every other month for the first year. There needs to be a long-term plan for the wells, reservoirs, tanks at the plant and storm sewers.

J. Schmidt presented a plaque for Mark Bansner's years of service dedicated to Borough Council.

**EXECUTIVE SESSION :** Council went into executive session at 8:00PM to discuss personnel.

The regular meeting resumed at 8:30PM.

**Adjournment:**

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to adjourn.  
The meeting ended at 8:30PM.

Attested: \_\_\_\_\_  
Sam Toffy, Adamstown Borough Administrative Secretary