

## MINUTES

Those In Attendance: Chairman Dylan Coleman, Vice-Chairman Jason Myer, Supervisors: Keith Landis, Adam Bills and Bob Devonshire, Manager/Secretary/Treasurer Karen Farra, Sewer Authority Chairman Bryan Stoltzfus, Sewer Authority Treasurer Brian Groff, Sewer Authority Secretary Kaitlyn Jones, David Yothers, Dave Johnson, Daniel Beiler, A.J. King, Barry Yunkin, Jr., and Jonas Fisher.

### CALL TO ORDER/FLAG CERMONY AT 10:00 A.M.

MINUTES: To be reviewed and approved at September 16, 2025 meeting.

TREASURERS REPORT/BILLS: To be reviewed and approved at September 16, 2025 meeting.

PUBLIC COMMENT (non-agenda Items only/residents or Paradise Township tax-payers only): **None.**

PERSONS TO BE HEARD: **None.**

### SEWER AUTHORITY:

- Bryan Stoltzfus, Chairman, Brian Groff, Treasurer, and Kaitlyn Jones, Secretary, Paradise Township Sewer Authority, provided updates regarding the status of Waste Water Treatment Plant (“WWTP”) upgrades, as well as, comments and updates regarding the general status of the Sewer Authority as follows:
  - The WWTP Operator, Clean Water, has resigned. They will provide any necessary training or other assistance as the transition is made to a new operator.
  - Precon has been appointed as the new WWTP Operator. The Authority has entered into a 3-month contract with Precon while they explore other operations options.
  - While searching for a new operator, the Authority spoke with York Water to determine their ability to serve as the WWTP operator. York Water does not provide third party operator services – they are strictly owner operators. This led to discussions about York Water acquiring the Sewer Authority assets (WWTP, related equipment, land, etc.) and providing sewer service to the Township. Before considering acquiring the Sewer Authority assets, York Water will need to perform an analysis of the Authority’s finances. It is their desire to be providing services in this area in the next 5 years. They currently provide water and sewer service from York through to areas of Gap (Houston Run) and would like to be able to connect services all of the way through the area. York Water would want to provide operator services for a period of 6 months to analyze and evaluate plant functions and operations before making any final offer to acquire the Sewer Authority assets. Predoc will work with the Authority through this process and provide flexibility of services until a final decision is made. York Water is also interested in providing public water services if that is something planned for the future of the Township. If this were to occur, flat rate sewer billing would be eliminated and become based on metered water use.

- Mr. Coleman asked if the Authority is in over its head financially. Mr. Groff said yes. Operational costs have significantly increased as a result of the new WWTP systems, in addition to having to pay for a second loan taken out to finance the increased costs for the upgrades, and just general increases in day-to-day business cost. Ms. Jones provided the annual payment amounts for the two loans. She further explained that despite the Authority's engineer having advised to the contrary, the grant funds received cannot be used to pay down either of the loans. As a result, some of the grant monies may need to be returned to the County if they cannot be expended on pending construction costs.
- York Water will be attending the October 6, 2025 Sewer Authority meeting. The meeting starts at 7pm and is held at the Township Office. Mr. Groff encouraged all to attend this meeting to hear directly from them and ask any questions.

### **PLANNING COMMISSION:**

- Cherry Crest Farms – 150 Cherry Hill Rd – New Building SWM Plan: Mr. Coleman and Mr. Myers recused themselves from this matter. Mr. Bills present the request for release of the financial security. Bob Devonshire **motioned** to approve the releasing the financial security. Second by Keith Landis. All Ayes. **Motion Approved.**
- Red Caboose Motel – Paradise Station Event Barn SWM Plan: Jason Myer **motioned** to approve request for release of financial security. Second by Keith Landis. All Ayes. **Motion Approved.**
- Melvin R. Lapp – 15 Fawn Drive: Adam Bills **motioned** to approve request for release of financial security. Second by Bob Devonshire. All Ayes. **Motion Approved.**

### **EMERGENCY SERVICES:**

- Barry Yunkin, Jr., President Paradise Leaman Place Fire Company, explained the fire company is working with Scott Ryno of Ryno Public Safety Solutions to apply for an LSA Grant Application for purposes of obtaining funding to build a new fire station. Mr. Yunkin said Mr. Ryno both recommended pursuing this grant and advised a resolution from the Township, as the governing body, is needed for the application. Mr. Devonshire indicated that the Township is responsible for ensuring there are emergency services in place for the Township, but it is not the fire company's governing body, nor does it employ fire services. It was resolved the Township would contact their Solicitor to discuss this matter and determine if a resolution is required/needed and, if so, have him draft the appropriate document. Mr. Yunkin advised it will be one year before the grant award is made, that there is no match required and the funds would go directly to the fire company. When asked if prevailing wage requirements would apply to this project, Mr. Yunkin responded that he was advised some creative grant writing will help to avoid some prevailing wage requirements, but not all.

### **OLD/NEW BUSINESS:**

- Jason Myer **motioned** to authorize the Township Manager/Secretary to complete the PSATS Unemployment Compensation Group Trust & PSAT Pension Trust 2025 Ballots for Election of Trustees voting for the Board of Trustees recommended candidate, Cory Adams. Second by Adam Bills. All Ayes. **Motion Approved.**

- Ms. Farra presented the Township Pension Plan January 1, 2025 Actuarial Valuation Report and 2026 Minimum Municipal Obligation (“MMO”), for review and discussion. She advised that the plan is currently 93% funded and recommended increasing the MMO payment from \$59,145 to \$75,000. She advised this increase is accounted for in the proposed 2026 Budget being presented this day for review and discussion.
- Ms. Farra presented the draft 2026 Budget for review and discussion. Included were budget worksheets for the Liquid Fuels Fund, Capital Reserve Fund, Machinery Fund, Park and Recreation Fund and LST Fund, and the August 2025 Treasurer’s Report. Ms. Farra commented as follows:
  - Provided an explanation of funds on-hand for spending in relation to the actual budget amounts, including General Fund and other Fund balances (i.e., Capital Reserve, Machinery, etc.).
  - Itemized pending major 2025 expenditures.
  - Advised which 2025 budgeted major expenditures would not occur in 2025 (park shed project) resulting in the need to re-allocate those funds from year-end capital reserves to the 2026 Park and Recreation Fund. No line item was provided for this re-allocation in the budget at this time pending determining which expenditures would be made in 2025.
  - Explained that although the current draft budget indicates excess revenues of \$80,140, that is not a “true” number as it includes allocating funds from the Capital Reserve Fund for replacement of the township office building’s HVAC system (estimated \$230,000) and for the LSA Grant park improvements (\$200,000 required grant match), and funds from the Machinery Funds to purchase a new F600 truck to replace the F550 truck that is no longer road worthy (estimated \$160,000). Ms. Farra explained the LSA Grant park improvement allocation assumes the majority of the work is completed in 2026 and the full share of the required match is expended. Once all 2026 Budget expenditures are finalized, the excess revenues of \$80,140 will be eliminated by decreasing the amount of funds transferred from the Capital Reserve and Machinery Fund and utilizing 2026 actual revenues instead.
  - MS-4 Project Expense Allocation. Ms. Farra advised regarding efforts to move forward with the Calamus Run streambank restoration project at Calamus Run Estates. This project was estimated to cost approximately \$410,000 in 2024. \$30,000 had been allocated in the 2025 budget for this project; however, the project was not started. Ms. Farra asked if the Board would find it feasible to set this \$30,000 and a sum to be determined for the 2026 budget aside towards this project. She advised that she has been in communication with Clean Water Partners to pursue grant funding for this project, but thought it may be advisable to start building a reserve for it and other future MS-4 projects. No recommendation was offered by the Board on this matter.
  - Intercourse Library Donation. The proposed budget provided for an increased donation from \$13,000 to \$17,000 consistent with earlier requests made by the library for a larger donation. It was suggested the donation amount be \$15,000. After discussion was had, it was determined to leave the budget amount at \$17,000, pending researching what other municipalities donate.
  - Emergency Services Fund. Ms. Farra recommended allocating \$80,000 from the LST Fund to the Emergency Services Fund increasing the Fund balance to \$120,000. This was found to be acceptable, but generated conversation regarding contributions to Paradise Leaman Place Fire Company (“Paradise”) and Pequea Valley Fire Department (PVFD) as follows:

- PVFD's only funding request was for the Township to pay one-half of their full Workers' Compensation insurance premiums to include both volunteer and paid staff.
- Paradise made no request for funding at this time, but will discuss the matter at their next meeting and let the Board know if they are seeking any monetary contributions for the 2026 budget year.
- Emergency Service Contributions and Workers' Compensation Insurance Premiums Reimbursement. Ms. Farra advised the representatives of Paradise and PVFD present at the meeting that the following would need to be provided before any contributions can be made:
  - Paradise must provide an accounting for the \$40,000 contribution the Township paid to them on December 7, 2023 and documentation indicating their current financial standing. She advised they are to provide current financial reporting to the Township throughout the year and that the Township cannot make any financial contributions until this information is received.
  - Both fire companies need to reach out to their insurance brokers to get an estimate of their 2026 Workers Compensation Insurance premiums. The amounts for this year's premiums cannot be relied upon as there may be a higher-than-normal increase due to the change in law allowing emergency service providers to file claims for PTSD.
- All were advised any information requested will need to be provided by the end of September so as to be included for discussion at the next Board of Supervisors meeting at which the 2026 Budget is again reviewed for finalization and approval for advertising.

**ANNOUNCEMENTS:** None.

**ADJOURN:**

- At 11:39 a.m., Adam Bills **motioned** to adjourn meeting. Second by Jason Myer. All Ayes. **Motion Approved.**

Respectfully Submitted By:

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Karen E. Farra, Secretary