BOROUGH OF QUARRYVILLE – COUNCIL MINUTES

REGULAR MEETING –October 5, 2026

Borough Council held its Regular Meeting on the above date at 7:00 PM at the Municipal Building. Council President Brian Braightmeyer called the meeting to order with the following persons present: Council Members, Susan Noel, Devin Groff, Diane Hastings, James Kreider, and Lydia Walton. Borough Manager Michelle Evans, Mayor Stella McComsey, and Chief of Police Brad Shenk were also in attendance. Councilwoman Kemper was absent.

Public Comment: No public comment.

APPROVAL OF MINUTES – September 8, 2026 COUNCIL REGULAR MEETING: It was moved by Councilman Groff and seconded by Councilwoman Walton that the minutes of the September 8, 2026 Council Regular Meeting be approved. The motion passed unanimously.

MANAGER'S REPORT:

GMS Monthly Report: Informational report from GMS for Council.

RTK Request Report: Informational report for Council.

Director of Public Safety Position: After discussion Council will move to end this position at the November Council meeting.

Trick or Treat Date and Time: Borough Manager Evans reported that the Borough will follow the Lancaster County Trick or Treat date of Saturday, October 31, 2026 from 6-8pm.

Approval of Fire Police Requests: Councilwoman Noel made a motion and Councilwoman Hastings seconded to approve the following fire police requests: East Drumore Township, Wreaths Across America, December 19, 2026 and Oxford Chamber, Halloween Parade, October 29, 2026. The motion was unanimously approved.

911 Run Cards: Councilwoman Walton made a motion and Councilwoman Hastings seconded to approve the 911 Run Cards as follows: 1. Quarryville Station 2. Buck Station 3. Strasburg Station 4. Station 88 5. Willow Valley Station 6. Conestoga Station 7. Fairview Ave Station 8. East Lampeter Station 9. Millersville Station. The motion was unanimously approved.

White, Rudy LLC Engagement Letter Approval: Councilman Groff made a motion and Councilwoman Hastings seconded to accept the engagement letter with White, Rudy LLC for the 2026 Audit at a cost of $18,400.00. The motion was unanimously approved.

ZHB Hearing – October 26, 2026 Input: After discussion Council had no issues with the upcoming Zoning Hearing Board requests. 325 W. Stanton Road and 300 Park Avenue.

Bid Award of Church & 4th Street Signal Upgrade: Councilwoman Hastings made a motion and Councilwoman Walton seconded to award the bid for signal work to Telco Group LLC in the amount of $76,545.00. The motion was unanimously approved.

FINANCIAL REPORTS AND MONTHLY BILLS – September 30, 2026: Council received the financial report and the bills for September 2026. It was moved by Councilwoman Noel and seconded by Councilman Groff that the financial report be received and the monthly bills for September in the amount of $118,378.23 be ratified. The motion passed unanimously.

POLICE DEPARTMENT REPORT: Chief Brad Shenk gave the police report for September 2026. Council accepted the report as written.

MAYOR REPORT: No report.

POLICE COMMITTEE REPORT: The September 8, 2026 meeting minutes were reviewed by Council. Councilwoman Noel reported that the patrol logs have been started electronically.

ZONING OFFICER REPORT: Council accepted the September report as submitted.

QUARRYVILLE BOROUGH AUTHORITY: The September 15, 2026 meeting minutes were reviewed by Council.

PLANNING COMMISSION: The September 21, 2026 meeting minutes were reviewed by Council.

a. **Resignation of Committee Member – Replacement Decision:** Councilwoman Noel made a motion and Councilwoman Walton seconded to accept the resignation of Planning Commission Committee Member Jeff Minnich. The motion was unanimously approved. Councilwoman Hastings made a motion and Councilwoman Noel seconded to appoint William Pitcher to finish the term of Jeff Minnich on Planning Commission until December 31, 2027. The motion was unanimously approved.
b. **130 North Church Street – Derrick Maule**: a motion was made by Councilwoman Hastings and seconded by Councilman Groff to approve the waiver requests and plans as per ELA Group letter dated September 28, 2026 and per Mark Deimler's email dated September 28, 2026. Per ELA's letter: 1. A waiver of land development requested. 2. Roadway and Traffic Analysis Review 3. Sewer and Water Review 4. Zoning Review 5. Stormwater management Review.
c. **Level Edge Lot 3**: a motion was made by Councilwoman Hastings and seconded by Councilman Groff to approve the Preliminary/Final Land

Development Plan per ELA Group letter of August 28, 2026 which states the following:

A. MODIFICATIONS/WAIVERS

Section 343-302.A.(2)(c) – Loading Ratios
Remaining Condition:

- The Geotechnical Professional shall provide final concurrence of the proposed infiltration system design, including the proximity to proposed walls, building, etc.

B. LAND DEVELOPMENT PLAN REVIEW

1. All Certificates shall be signed and sealed by the professional(s) responsible for the preparation of such.

2. Provide a copy of the approved Shared Access Easement to the Borough when executed.

3. Provide a copy of the approved temporary grading/construction easements to the Borough when executed.

4. Based on the submitted Opinion of Probable Cost for the required site improvements (which includes the required 10% contingency), an Improvement Guarantee shall be provided to the Borough for review and approval prior to Final Plan recording in the amount of **$219,602.82**. This recommendation is made conditional upon the following:
   - The Opinion shall be updated for any required plan changes.
   - The Opinion shall be professionally signed and sealed.

5. All required legal documentation such as a Developer's Agreement shall be coordinated with and reviewed by the Borough/Borough Solicitor then finalized/executed prior to final approval of the Plans.

C. STORMWATER MANAGEMENT REVIEW

1. The Erosion & Sediment Control Plan shall be approved by the Lancaster County Conservation District.

2. The proposed storm water design shall be approved under the PADEP NPDES Phase II Post Construction Storm Water Permit.

3. Provide a copy of the approved *Stormwater Management Agreement and Declaration of Easement* to the Borough when executed.

D. ROADWAY AND TRAFFIC ANALYSIS REVIEW

Comments addressed.

E. SEWER AND WATER REVIEW

1. Final approval of the proposed water and sewage design shall be provided by the Authority (Section 355-623 and Section 355-624).

2. Notification shall be provided from PADEP indicating that a Sewer Facilities Plan Revision or Exemption has been approved prior to Final Plan approval

3. Any comments and requirements of the Borough Public Works Department shall be addressed to the satisfaction of the Borough.

F. ZONING REVIEW

1. All comments and requirements of the Borough Zoning Officer/Code Enforcement Officer shall be addressed to the satisfaction of the Borough.

G. GENERAL REVIEW

1. All recommendations/requirements as offered by the Borough Solicitor regarding the Preliminary/Final Plan application and associated agreements shall be addressed to the satisfaction of the Borough.

2. Architectural plans including renderings, details, etc. shall be provided to the satisfaction of the Borough as required.

STREETS/INFRASTRUCTURE/PARKS COMMITTEE: The September 9, 2026 meeting minutes were reviewed by Council.

a. **Snow Emergency Ordinance 461- Approval to advertise-** Councilman Groff made a motion and Councilwoman Hastings seconded to advertise Ordinance 461 Snow Emergency. The motion was unanimously approved.
b. **Handicap Parking Space Request:** Councilman Groff reported that SIP determined that the request for a handicap parking spot on Hess Street was not warranted. Borough Manager Evans sent the resident a letter stating that the request was denied and the reasons for denial.

SERVICES, AGREEMENTS AND PERSONNEL COMMITTEE: The September 10, 2026 meeting was cancelled.

a. **Harassment Training:** Councilwoman Noel reminded Council and committee members about the harassment training scheduled for Wednesday, October 7, 2026 at 1:00pm.
b. **Defined Contribution Plan**: Councilwoman Walton made a motion and Councilwoman Noel seconded to deposit the contribution for 2027 on July 1st to meet the 1,000 hours worked mark for the 4 members of this new plan. The motion was unanimously approved.

OLD BUSINESS/NEW BUSINESS:

a. **Kathleen Hershey Thaysen – 100 S. Church Street ZHB Ruling:** Councilman Braightmeyer pointed out to Council that the ZHB solicitor provided a detailed description of the reason the zoning hearing board did not provide zoning variances. Councilman Braightmeyer asked for a motion, no council members presented a motion to rescind the previous motion to support the ZHB's ruling.
b. **Meet the Chief Night/Thanks to Director of Public Safety:** Council decided that the Borough Manager and the Police Committee will work together to plan this event.

PUBLIC COMMENT: None

Executive Session – Budget Discussion/Salaries: At 7:30 pm Councilwoman Walton made a motion to leave Regular Session and move into Executive Session for budget discussion and salaries discussion. Councilman Groff seconded. The motion was unanimously approved.

At 8:22 pm Councilwoman Hastings made a motion to leave Executive Session and enter into Regular Session. Councilwoman Walton seconded. The motion was unanimously approved.

Part time Police Salary: Councilwoman Noel made a motion and Councilwoman Walton seconded to have the Borough Solicitor Jason Hess prepare a letter for a Part Time police officers expired contract. The motion was unanimously approved.

Employment Contract Modification: Councilwoman Noel made a motion and Councilwoman Walton seconded to propose a contract modification to Chief Bradley Shenk. The modification would be as follows: establish a monthly health insurance reimbursement. The motion was unanimously approved.

ADJOURNMENT: At 8:27 PM, Council President Braightmeyer called for a motion to adjourn. It was moved by Councilman Groff and seconded by Councilwoman Walton that the meeting be adjourned. The motion to adjourn was unanimously approved.

Respectfully submitted,

Michelle Evans
Borough Manager