Adamstown Borough Council **December 2, 2025**

The meeting was called to order at 7:00PM at the Adamstown Borough Municipal Office, 3000 N. Reading Road, Adamstown by Council President Randy Good.

Council Present: Randy Good, Dave Matz, James Johnson-Null, Alex McManimen, deLyn Alumbaugh, Paul Marx

Visitors present: Lt. Kenneth Lockhart, Dan Weider, Zach Hoffman, Wendy Kerschner, Matt Smith, Heather Marx, Donna Zaun, Helen Shaak, Cheryl Davis, Paul Trzos

Others present : John Schmidt, Mike Palm, Julie Scherer

MINUTES: Minutes from the November 4, 2025 meeting was approved with a motion from D. Matz, seconded by d. Alumbaugh and unanimously carried with change as noted.

BILL LIST: Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to approve all bills and receipts presented.

POLICE REPORT:

Lt. Lockhart read the November Police Report.

FIRE REPORT:

D. Wieder read the November Fire Report. There will be a soup & sub sale in January.

VISITORS BUSINESS:

SPECIAL TOPICS:

PUBLIC WORKS:

M. Palm gave an update on improvements to the diffuser tanks.

We are currently in a Stage 1 drought.

SDE will inspect sidewalks along W. Main Street in the area of the Lions Club Park, and property owners who require improvements will be notified so that those repairs can be completed prior to the roadwork being done next summer.

Our Borough Engineer has been working with the Solicitor to draft construction easements for the sewer relining and streambank restoration. There are 3 property owners who are impacted.

Kappe Associates, Inc. - M. Palm said the current ultraviolet light system has been in use since 2003. He is looking to get it replaced through CoStars at a cost of $96,800.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to approve the proposal from Kappe Associates, Inc. as presented.

the Breneman Company - Quotes to perform maintenance on the tennis court in 2026 at a cost of $22,500 and perform maintenance on the basketball court in 2026 at a cost of $11,200 were presented.

Motioned by d. Alumbaugh, seconded by J. Johnson-Null and unanimously carried to approve the quotes from the Breneman Company as presented.

COMMITTEES:

Adamstown 2026:

The last meeting will be held tomorrow evening, then the Committee will be disbanded, with members moving to the Community Committee.

Building: None.

Community:

d. Alumbaugh said that he gathered Letters of Support for two grants recently submitted (flooding along Adamstown Road/baseball park area and school safety crossing)

SLC Excavating, LLC - Applications for Certification for Payments #3 ($40,859.91 for color coating pickleball court and partial installation of stormwater pipe) and #4 ($39,257.32 for meadow seeding and Change Order #1 - stormwater improvements) were presented.

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to approve paying as presented.

d. Alumbaugh discussed the 2026 tax increase.

Finance:

2026 Budget - The proposed 2026 budget was advertised for adoption. There is an increase in water and sewer as well as an increase in millage from 2025.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to adopt the 2026 budget as presented.

Tax Levy Ordinance #425 - Ordinance #425 establishes the millage rate at 2.454 mills for 2026, up from 2.2041 mills in 2025.

Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to adopt Ordinance #425 establishing the 2026 millage rate at 2.454 mills.

DVHT Workers' Compensation, Property & Liability and Cyber Insurance - By switching to DVHT for this coverage in addition to the health insurance already through DVHT, it will save the Borough $13K in 2026. The cost for the new coverage is $59,947.

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to approve DVHT's insurance at a cost of $59,947 subject on questions being answered in the next few days.

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to approve Delaware Valley Insurance Trust Agreement.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to approve Delaware Valley Workers' Compensation Trust Intergovernmental Agreement.
Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to adopt Resolution 2025-10 as presented.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to adopt Resolution 2025-11 as presented.

Motioned by P. Marx, seconded by A. McManimen and unanimously carried to appoint M. Palm as Borough Manager to represent Adamstown Borough for DVHT-related matters. There will be no change in pay for this promotion.

Fire/Safety :

Mayor Schmidt said that there is a new County policy that does not allow the Fire Company to contact the Department of Public Safety to make changes to dispatch protocol. The County will not put any information into their computerized dispatch system until they receive written permission from the Borough. Mayor Schmidt is asking to be appointed as that designee, with d. Alumbaugh as backup.

Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to appoint J. Schmidt as Borough designee and d. Alumbaugh as backup as discussed.

IT: None.

Personnel : None.

Recreation : None.

Roads/Bridges : None.

Water/Sewer/MS4 :

Ordinance #424 - Currently the curb box and curb stop are the responsibility of the property owner. This ordinance changes ownership and responsibility to the Borough.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to adopt Ordinance #424 as presented.

Ordinance #427 - As discussed at the November meeting, water and sewer rates will be increasing effective January 2026.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to advertise Ordinance #427 for adoption at the January meeting.

Herbert, Rowland & Grubic, Inc. Agreement - An Agreement was received to provide hydrogeologic services at Well #4 at a cost of $3,900 plus reimbursables (expense, consultant).

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to approve Agreement as presented.

UNFINISHED BUSINESS :

Local Little Library - Eagle Scout Austin Miller, is looking for a location to install one of his Local Little Libraries.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to approve installation at Celebration Park in one of the mulch areas away from the playground area.

NEW BUSINESS :

Ordinance #426 – An ordinance was drafted regarding Hotels & Motels, which was reviewed by the PC and a recommendation made to move forward with adoption.

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to advertise Ordinance #426 for adoption at the January meeting.

SDE's 2026 SEO Fee Schedule – SDE provided their 2026 proposal for SEO services.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to accept SDE's 2026 SEO proposal as presented.

Laughing Rock Technology's 2026 Rates – A 2026 Fee Schedule was provided by Laughing Rock.

Motioned by d. Alumbaugh, seconded by P. Marx and unanimously carried to accept Laughing Rock's 2026 rates as presented.

A special thank you was given for the years of service Mark Bansner dedicated to serving on Council.

EXECUTIVE SESSION: Council went into executive session at 8:15PM to discuss personnel compensation and legal.

The regular meeting resumed at 8:42PM.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to give all employees a 3% salary increase with the exception of J. Scherer who will receive a 4% salary increase.

Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried give the following merit bonuses:

- M. Palm & J. Scherer - $1K, M. Brown, N. Welker & M. Smith - $750, L. Longenecker & S. Toffy - $500

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to increase employees' health premium deduction, where employees pay a flat 8% contribution amount. The prescription plan was also changed as discussed.

Adjournment :

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adjourn.
The meeting ended at 8:50PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary