

MILLER TOWNSHIP MEETING

The regular meeting of the Miller Township Board of Supervisors (BOS) was held Tuesday, October 28, 2025, at 6:00 p.m. in the Miller Township Municipal Building at 554 Old Limekiln Lane. Supervisors present were Scott Seltzer, Brian Kish and Bethany Burger. Visitors present: Lois Schoppy, Asheley Zellers and Jason Goshorn. Chairman S. Seltzer called the meeting to order at 6 p.m. with everyone standing for the Pledge of Allegiance.

Chairman S. Seltzer asked for supervisor's comments on the previous month's minutes. No comments. Motion made by S. Seltzer to accept the September minutes, B. Burger second, motion carried unanimously.

Visitors:

- Ashley Zellers and Jason Goshorn presented to request information on the process of obtaining a demolition permit issued by the township for the destruction and removal of the mobile home they had owned and occupied in Deer Chase trailer park. Due to alleged charges, they were both forced to spend time in jail and were unable to contest or prevent the demolition of the mobile home. Lois Schoppy detailed her role as tax collector for the process of issuing a demolition permit. No abandonment order or title disclosure filed for the residence by the park owner. Property removed from sheriff's sale on September 23, 2025, due to property being uninhabitable. Asheley was requested to file a Right to Know Request to which she complied for the documents to be provided. Process to obtain a demolition permit will be revised to include proof of ownership such as a title, especially if it involves destruction of a mobile home.
- Lois Schoppy advised that a census is on tap for the school district in 2026.

Sign Permits:

- Lawson Michael (shed) - Motion made by S. Seltzer to approve the permit with a variance granted for the distance from the center of the road (23 feet as opposed to 50 feet), B. Burger second. Motion carried unanimously.

Treasurer's Report was given to supervisors as follows:

Balances as of September 30, 2025	
General Fund	\$84,425.08
State Fund (Liquid Fuels)	\$31,383.17
Savings Account	\$77,748.84

Adjustment required to General Fund related to reissuance of payroll check for Scott Seltzer from February of 2025. Treasurer needs to research how to correct this issue. With the adjustment, all accounts balance. Motion made to accept the Treasurer's report as explained and presented by S. Seltzer, B. Kish second; motion carried unanimously.

Secretary's Report:

- Draft of employee handbook was provided for review and comment for September Board of Supervisors meeting. Motion made by S. Seltzer to approve Resolution 2025-3 Miller Township Employee Handbook with applicable updates and corrections, B. Burger second. Motion carried unanimously.

- E-mail received from Holly Fishel at PSATS with respect to backup for processing of payroll and access to Quick Books. Recommend backup be designated, must be bonded, and trained (copy of e-mail in packet). Motion made by S. Seltzer to appoint Bethany Burger as Assistant Secretary/Assistant Treasurer with application for bonding in the amount of \$250,000 which is the same as the Treasurer; B. Kish second. Motion carried unanimously.
- Notice received from Gladfelter that our policy is up for renewal. As per past practice, we request sealed bids (by advertisement) from interested parties which will be opened during the November Board meeting. We currently have had interest shown by 6 different agencies who have requested our information to create proposals on coverage.
- Estimation for Liquid Fuels for 2026 -approximately \$54,324.69 (was \$55,226.59 last year) and \$20,720.00 for Turnback Program for a total of \$75,044.69 (was \$75,946.59 last year). Payment anticipated to be received March 1, 2026.
- New supervisors pay rate which was approved by Act 94 of 2024 increased new cap effective 12/1/24. Board may choose whether to implement the increase by ordinance or to leave current compensation rate in place.

Chairman Scott Seltzer is at current cap of \$1,875 annually

Vice Chairman Brian Kish is at previous cap of \$900 annually

New supervisor Bethany Burger is at previous cap of \$900 based on rate received by Nicholas McAlicher, but would be eligible for new cap with her election in November, which would be effective 1/1/26 if the Board chooses to implement the new cap.

B. Burger will be capped at \$1,875 annually which is the amount currently approved by the Board of Supervisors.

- Correspondence from PPL regarding work on transmission lines within Miller Township. (copy in packet)
- Correspondence from Newport Public Library (copy in packet)
- Correspondence from Perry County Conservation District re: property owned by Patrick and Erin Port.
- Advising supervisors that our insurance carrier can no longer run the PennDOT driving record for our drivers, but we as the township/employer have the capability to either pull the record online or via mail. Our current insurance carrier is highly advising that we continue to run this for new hires and on an annual basis (which language has been added to the Employee Handbook) to protect the township. Fee for a driving record is currently \$14.00.
- Local Share Account (LSA) grant which township is eligible to apply for will be placed on the pending projects and targeted for 2026. Applications are accepted from September 1 to November 30 annually.
- Update on Website - Verbiage needs added on home page of permits to remind residents that the completed permits need to be filed with township office for supervisor approval, including payment for the permit. We should also include a fact sheet for permits to help educate residents.
- Income vs. Expense in packet

Motion made to accept Secretary's report as presented made by S. Seltzer, second by B. Kish; motion carried unanimously.

Code Enforcement Officer (CEO): None

Planning Commission: None

Emergency Management Coordinator (EMC): B. Burger shared she will be attending TEMA training on November 6, 2025, and additional training with FEMA pending government shutdown issues. Motion made by S. Seltzer to approve EMC report, second by B. Kish; motion carried with B. Burger abstaining.

Road Master's Report (RM):

- Road checks
- Mowing of township roads
- Crushing leftover salt from last year which has major lumps before delivery of salt for this year
- Line painting on Turkey Path Road, Old Limekiln Lane (partial), Upper Bailey Road and Mahanoy Valley Road – done by D.E. Gemmell
- Review of line painting on following day
- Clear trees off road on Lower Bailey Road (Duncannon side) and Mahanoy Valley Road
- Greased 2012 International dump truck
- Repair of mower
- Winterized mower for storage
- Repair of guide rail on Narrows Road
- Paint of guide rail on Narrows Road and Mahanoy Valley Road with fluorescent paint
- Sweep Old Limekiln Lane by game lands
- Preparation of BOSS plow for installation on truck for winter
- Pick up plow blade from Valk Manufacturing
- Load tires for delivery during Tire Wars
- Order posts for snow fence

Road Master also shared the 2012 Dodge (red truck) is in for front end maintenance due to the wear and tear from use as a plow truck, estimated cost is \$3,500.

Motion made by S. Seltzer to accept Road Master's report, second by B. Burger. Motion carried unanimously.

Outstanding/Pending from Previous Meeting:

- Dash cameras for township vehicles – Road Master is still researching and has found cameras he feels will meet our needs, with “side” cameras that can be rotated to record activity to the front and side of the trucks for protection of the driver. Motion made by S. Seltzer to approve purchase of 4 cameras for trucks and backhoe which will serve as a spare, not to exceed \$500.00: B. Kish second. Motion carried unanimously.
- Update of language on website to include verbiage for landing page of permits which indicates payment must be received with permit for consideration and approval.

Supervisors Comments: No comments by supervisors. Secretary is requesting supervisors be present and involved in a budget workshop next year to assist with budget preparation. Revising the budget process to include what was proposed and what has been used to date.

Approval of Expenditures: Motion made by S. Seltzer to approve expenditures for the month of August, B. Burger second; motion passed unanimously.

Motion to pay bills and sign checks made by S. Seltzer, B. Burger second. Motion carried unanimously.

Motion made to adjourn at 7:55 pm made by S. Seltzer, B. Burger second. Motion carried unanimously.

Respectfully Submitted,

Eloise M. Miller
Secretary/Treasurer
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