

MILLER TOWNSHIP MEETING

The regular meeting of the Miller Township Board of Supervisors (BOS) was held Tuesday, March 31, 2026, at 6:00 p.m. in the Miller Township Municipal Building at 554 Old Limekiln Lane. Supervisors present were Bethany Burger, Scott Seltzer, and Brian Kish.

Visitors present: Elvin Miller (Road Master), Jonathan Stoltzfus, Justan Turnbaugh Sr., Tammy Troutman, Jerry Gibboney (Burgett Associates), Bonnie Heisey, Lois Schoppy, and Lt. Kempton Preston (PSP)

Chairman B. Burger called the meeting to order at 6 p.m. with everyone standing for the Pledge of Allegiance.

Chairman Burger asked for supervisor's comments on the previous month's minutes. Motion made by B. Burger to approve the February minutes, second by B. Kish, motion carried unanimously.

Visitors:

- Lt. Kempton Preston shared statistics for Miller Township for 2025
- Jonathan Stoltzfus – building permits
- Justan Turnbaugh Sr. (Planning Commission) and building permit
- Tammy Troutman
- Lois Schoppy
- Jerry Gibboney – from Burget & Associates for several ongoing projects requiring supervisor approval
- Bonnie Heisey (Planning Commission)

Sign Permits:

- Chantelle Ratcliffe and Keith Reaver (new build at 2352 Newport Road). Motion made by B. Burger to approve the permit; B. Kish second; motion carried unanimously.
- Robert Macedonio (run-in shed for animals at 661 Mahanoy Valley Road). Motion made by B. Burger to approve the permit, S. Seltzer second; motion carried unanimously.
- Carol George (carport at 669 Mahanoy Valley Road). Motion made by B. Burger to approve the permit, S. Seltzer second; motion carried unanimously.
- Austin Sheibley (new deck at 240 Mahanoy Valley Road). Motion made by B. Burger to approve the permit, second by S. Seltzer; motion carried unanimously.
- Justan Turnbaugh Sr. (new pole building at 1973 Newport Road). Motion made by B. Burger to approve the permit, second by S. Seltzer; motion carried unanimously.
- Jonathan Stoltzfus – 2 permits run-in shed for horses and mobile bridal suite for weddings at 1800 Lower Bailey Road) Motion made by B. Burger to approve the permit, second by S. Seltzer; motion carried unanimously

Treasurer's Report was given to supervisors as follows:

Balances as of February 28, 2026	
General Fund	\$48,249.76
State Fund (Liquid Fuels)	\$19,131.57
Savings Account	\$58,478.24

Motion made to accept the Treasurer's report for February as explained and presented by S. Seltzer second by B. Burger; motion carried unanimously.

Secretary's Report:

- Motion needed to approve - Bids for tar and chip for 2026 - 350 tons washed #8s delivered, 12,000 gallons of CRS2PM delivered and applied as directed, 250 tons of anti-skid AS#2 or AS#3 delivered, 100 tons of 2A modified delivered – all bids are more or less. Anticipated roads being done – Hickory Ridge Road, Lower Bailey Road (Duncannon side), Old Limekiln Lane (from 849 at least one mile) and for painting of road lines approximately 6 miles. Motion made by B. Burger to approve the bid process for road maintenance for 2026, second by B. Kish; motion carried unanimously.
- Spring clean-up dates scheduled for Friday, May 8th and Saturday, May 9th. Times will be 12:00 noon to 7:00 pm Friday and 8:00 am to 3:00 pm Saturday) and proof of residency will be required. Recommend same fees as last year which were:
 - \$5.00 for pickup load – limit 2 truckloads per household
 - \$5.00 for car tires off the rim
 - \$6.00 for car tires with the rim
 - \$10.00 for large tires off the rim
 - \$11.00 for large tires with the rim
 - \$25.00 for farm tractor tires
- Liquid Fuels payment of \$55,507.07 and Turnback Maintenance payment of \$20,720.00 was deposited on March 3, 2025 – total of \$76,227.07
- Update on Annual Audit – Amar Peco, Senior Associate with Boyer & Ritter presented to our office on March 9, 2026, to review support documentation for testing. He did catch a issue with new payroll codes not being mapped to the appropriate expense/payroll chart of account code. After research, he will make a notation in the audit for 2025 as to where each should be correctly mapped, and the 2026 records have been updated.
- Liquid Fuels audit was done on Wednesday, March 18th in our office and results are pending response from the Auditor General's office.
- Bethany Burger and Eloise Miller both attended and completed the Boot Camp through PSATS.
- Letter of appreciation received from Dave Sanko at PSATS, reminding us of the services they provide.
- Budget workshop needs to be scheduled and advertised prior to the proposed budget. Suggest early October session.
- In a webinar Bethany and I both took part in, it was shared that township websites are considered to be our "digital front door" and residents expect to access services online the same way they access our building. To be in compliance with ADA regulations with respect to our website, we need to schedule a workshop to review the listing of ordinances and resolutions which will need to be retyped and saved to a pdf format to comply with ADA.
- Website administration update, Discussion on current website and administration of site. Proposal received from Sock'Em Website Solutions to revise our website, making it ADA compliant and easier to maintain. Motion made by S. Seltzer to accept the proposal to upgrade our website, B. Kish second; motion carried unanimously. Once upgraded, we will notify PSATS who currently house our website.
- Recommendation to make monthly meetings more efficient – secretary is proposing to send the minutes out several days prior to the meeting so each supervisor has a chance to read the minutes, make notes as needed and have time to prepare questions and/or follow-up.

- Approval Exemption Letter for the Miske/Huss subdivision received from DEP
- Completeness Notification Letter received from Perry County Conservation District to PPL and township copied on correspondence
- Update regarding the Quick Books software – We will be charged in mid-April for the annual subscription but in the meantime, I have scheduled a time to visit Saville Township on Tuesday, April 7th to view the Best Choice software and will also be corresponding with Tammy Able who created the software (RA Services) to nail down more information. I am hesitant to make changes in the middle of the year with reporting, etc., and feel the best time to make changes would be January 1, 2027. More information to follow once I make my visit and get additional details.
- Invitation for a representative and guest of Miller Township to attend the Newport Fire Company annual banquet on Friday, April 24, 2026, at 6:00 pm held at Newport Fire Company.
- Local Share Account (LSA) Grant update. Supervisors, Road Master and Secretary were tasked with coming up with a “wish list” as to projects that could be presented as part of the grant application. Majority have expressed interest in replacing the salt shed as a priority and potentially expand/upgrade the office to include more storage, installing drywall in the office over the paneling for a more professional appearance,
- Income vs. Expense (*in packet*)

Motion made to accept Secretary’s report as presented made by B. Burger second by B. Kish; motion carried unanimously.

Code Enforcement Officer (CEO): None

Planning Commission:

- Upon recommendations of the Planning Commission, motion made by B. Burger to approve the permit for the Stahl & Campbell subdivision plan which reconfigures lot lines, second by B. Kish; motion carried unanimously.
- Plans for the Bordner lot revision were given to the Planning Commission for review and approval.
- Plans for the Ratcliffe & Reaver build were given to the Planning Commission for review and returned to the township for approval.

Motion made by B. Burger to approve Planning Commission’s report; second by S. Seltzer; motion carried unanimously.

Emergency Management Coordinator (EMC):

- Attended a PSATS webinar
- The Floodplain management report has been filed on behalf of the township.

Motion made by S. Seltzer to approve the EMC report, second by B. Kish; motion carried unanimously.

Road Master’s Report (RM):

Motion made by B. Burger to accept Road Master’s report for February second by B. Kish; motion carried unanimously.

Outstanding/Pending from Previous Meeting:

- Dash cameras have been received and need installed.

- Status of recycling station at township property was addressed as part of the Secretary's report.

Supervisors Comments:

- Data Center sample ordinances to be provided to the Planning Commission for creation of an ordinance for Miller Township, hopefully composed in the next 4 months.
- Discussion regarding Township News received as hard copies.

Approval of Expenditures: Motion made by B. Burger to approve expenditures for the month of March, second by B. Kish; motion carried unanimously.

Motion to pay bills and sign checks made by B. Burger, second by B. Kish; motion carried unanimously.

Motion made to adjourn at 7:53 pm made by B. Burger, second by S. Seltzer; motion carried unanimously.

Respectfully Submitted,

Eloise M. Miller
Secretary/Treasurer
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