

**2025-1**  
**STRASBURG BOROUGH COUNCIL**  
**January 14, 2025**  
**MINUTES**

Members Present:     Mike Chiodo             Bradley Book             James Rice  
                                 David Felpel             Dave Carson             Sandra Clark  
                                 Ray Garraffa

Others Present:        Bruce Ryder, Mayor             Scott Weichler  
                                 Steve Echternach, Borough Manager     John Mroz  
                                 Nick Ferretti, Police Chief             David Esh  
                                 Brenden Curry

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF DECEMBER 10, 2024:** A motion was made by Jim Rice, seconded by Dave Carson, and passed unanimously to approve the minutes of the December 10, 2024 meeting as printed.

**REPORTS:**

**Mayor** – Mayor Ryder asked Borough Council to reconsider the longstanding Borough policy regarding enforcing the zoning ordinance on a complaint basis. One suggestion he offered was for Borough employees to report violations they see during their regular duties. President Chiodo asked the members to give this matter consideration and to discuss it next month.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Authority’s Susquehanna River Basin Commission (SRBC) relicensing of the Fisher Well is complete. 2) The new Public Works Employee, Bryce Johnson, started last week. 3) Borough Council approved the Manager and Tree Committee’s recommendation to remove the three Bradford Pear trees at the Square, at a cost of under \$3,000 that was included in the budget. The Pennsylvania Historical Museum Commission is restarting their Historic Marker program and the tree removal will enable the planting pockets to be redone before the installation of the marker. 4) The Department of Environmental Protection and the SRBC are concerned with wasted water and we have now stopped putting 1,000,000 gallons of treated water a year into the pond. The Manager is looking for input on what to do with the pond. Scott Weichler stated that the fire company uses the pond as a water source and for pump drafting training. Members stated that the pond is used for fishing and by the Scouts. Borough Council supported the Manager investigating options with the PA Fish Commission to retain the pond. 5) It was the consensus of Council to appoint Dave Carson, Ray Garraffa, and Jim Rice to serve as the Borough’s representatives for the police contract negotiations. 6) The owners of 290 North Decatur Street are allowing the buildings on that property to be used for emergency service training this month prior to their planned demolition. 7) Asked for Council’s guidance on 2025 projects. He recommends the Zoning Ordinance be first updated with the high-priority items and then begin an in-depth review. 8) The Ad-hoc HARB Committee will meet to review Draft #2 of the Historic District Guidelines. 9) The 2024 total year-to-date interest received in all funds was \$273,518.71. 10) Seven

## 2025-2

retired banners were sold on Municibid in December for a total of \$198.00. 11) The Lancaster County Planning Commission is still waiting for information from their Solicitor regarding the Strasburg Restoration & Preservation grant funds program. 12) The next Lancaster County Borough's Association meeting will be held on January 22, 2025 at Millersville University. 13) The Borough Office summer hours were discussed, reminding the members that the last two years have been 7-4 Monday-Thursday and 7-1 on Fridays from Memorial Day to Labor Day. The office staff requested consideration of a summer schedule of four 10-hour days. Options were discussed and will be discussed at a future meeting.

**Police** – The Police Department's report for December 2024 was received and accepted.

**Public Works** – The Public Works report for December 2024 was received and accepted.

**Zoning Officer** – The Zoning Officer's report for December 2024 was received and accepted.

**Engineer** – The Engineer's report for December 2024 was received and accepted.

**CONSENT AGENDA:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$132,100.93

Historical Architectural Review Board Certificates of Appropriateness – 27 South Decatur Street and 211 Miller Street

Resolution 2025-1, Borough and Police Records Retention

### **UNFINISHED BUSINESS:**

**Audit Information/Update – Consider a motion to appoint Brown Plus Accountants & Advisors as Strasburg Borough's financial auditor:** A motion was made by Jim Rice, seconded by Sandra Clark and passed unanimously to appoint Brown Plus Accountants & Advisors as Strasburg Borough's financial auditor.

### **NEW BUSINESS:**

**Request for Police Support for the Presidential Inauguration Task Force – Consider a motion to approve the request for police support:** A motion was made by Dave Carson, seconded by Bradley Book and passed unanimously to approve the request for police support for the Presidential Inauguration Task Force.

**Road Paving Bid Award Extension – Consider a motion to extend the 2024 Asphalt Maintenance Solutions road paving bid award:**

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to extend the 2024 Road Paving Bid to Asphalt Maintenance Solutions LLC.

### **OTHER BUSINESS:**

**CITIZENS' COMMENTS:** President Chiodo congratulated Jim Rice on his recent retirement from the Strasburg Rail Road after 51 years of service.

**ADJOURNMENT:** A motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-3**  
**STRASBURG BOROUGH COUNCIL**  
**February 11, 2025**  
**MINUTES**

Members Present:     Mike Chiodo             Bradley Book             James Rice  
                                 David Felpel             Dave Carson             Sandra Clark  
                                 Ray Garraffa

Others Present:        Bruce Ryder, Mayor             Scott Weichler  
                                 Steve Echtermach, Borough Manager     Tim Weaver  
                                 Nick Ferretti, Police Chief             Elijah Weaver

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF JANUARY 14, 2025:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to approve the minutes of the January 14, 2025 meeting as printed.

**REPORTS:**

**Mayor** – Mayor Ryder had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Authority is finalizing plans to clean and inspect the raw water reservoir. They also continue to work on the additional water source through the DEP/PES program and the engineering for the Pump Station 2 upgrade. 2) A large Pin Oak tree had to be removed from the front lawn of the Borough office because it was not safe. A second tree is scheduled to be removed because it has been deteriorating for several years. 3) He will meet with the PA Fish & Boat Commission regarding the Borough Pond and is researching grants. 4) The demolition of the old Amish Lanterns Motel has been temporarily halted because the contractor did not have the DEP-required asbestos permit. 5) We were awarded a \$50,000 Commonwealth Financing Authority grant that is valid until June 30, 2028. 6) He continues to work on the stormwater projects and Charter Homes has signed the easements. 7) The Pension Committee met and adjusted the investments to move more funds to domestic. The actuary also reported that all funds are overfunded based on the most recent plan valuations. 8) The January 2025 interest received was \$19,895.36. 9) The 2024 audit began today with the new auditors, Brown Plus.

**Police** – The Police Department’s report for January 2025 was received and accepted. Chief Ferretti reported that the Department received their Law Enforcement Accreditation Certificate from the PA Chiefs of Police Association on January 23, 2025.

**Public Works** – The Public Works report for January 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for January 2025 was received and accepted.

**Engineer** – The Engineer’s report for January 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$116,725.67

Resolution 2025-2 Fee Schedule

Fire Police Assistance Request – Bart Township Fire Company Mud Sales, March 1 and 15

Acceptance of Civil Service Commission 2024 Annual Report

**UNFINISHED BUSINESS:**

**Zoning/Code Enforcement Policy:** Mayor Ryder stated that this was originally brought up at last month's meeting and his intention was for it to apply to all ordinances. The Borough Manager stated that the current practice is working and noted that last year, after he was notified by members of the Police Department and Public Works Department, two separate properties were cited for zoning and codes violations. He also stated that last week he dealt with a zoning/codes issue and required the property owner to apply for the necessary permits. Chief Ferretti stated that a complainant's name is required for police action but they investigate and try to resolve the problem without revealing that information. Members of Borough Council and the Mayor were encouraged to continue to report violations to the Borough Manager and Police Chief. It was the consensus of Council to continue the current practice.

**NEW BUSINESS:**

**Volunteer Service Tax Credit Program:** The Borough Manager stated that eight Strasburg Fire Company members are eligible to receive the 2024 Strasburg Borough \$250.00 Lancaster County Earned Income Tax Credit. The Borough Manager stated that there is a similar program for the volunteers who live in Strasburg Township as well as a Lancaster County real estate tax credit. A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to accept the 2024 List of Strasburg Borough Qualified Strasburg Fire Company Volunteers who are eligible to receive the \$250.00 Lancaster County Earned Income Tax Credit.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Scott Weichler reminded the members that the annual Strasburg Fire Company Mud sale is February 21 and 22, 2025. He also stated that they recently established a Tanker Committee to begin the process to replace their 2000 tanker.

The Borough Manager noted that he, the Police Chief, and Mayor recently attended the Fire Company's Banquet and stated that there is a great group of young men who enhance the Department.

President Chiodo welcomed Elijah Weaver who was in attendance for a Scout merit badge.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Steve Echtermach  
Borough Manager

**2025-5**  
**STRASBURG BOROUGH COUNCIL**  
**March 11, 2025**  
**MINUTES**

Members Present:	Mike Chiodo	Bradley Book	James Rice
	Dave Carson	Sandra Clark	Ray Garraffa
Others Present:	Bruce Ryder, Mayor		Scott Weichler
	Steve Echtermach, Borough Manager		David Esh
	Nick Ferretti, Police Chief		Tony D'Alessandro
	LNP Reporter (didn't sign in)		

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF FEBRUARY 11, 2025:** A motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously to approve the minutes of the February 11, 2025 meeting as printed.

**REPORTS:**

**Mayor** – Mayor Ryder had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager's written report was received and accepted. The report contained updates on the following items: 1) The stormwater easements for the first phase have been signed. The Solicitor is preparing a stormwater management agreement for Council and Authority consideration. 2) After a DEP review of the project, a mitigation effort is underway by a different contractor for the demolition of the old Amish Lanterns Motel. The sewer connection was capped today. 3) The PHMC review of the draft Historic District Design Guidelines was forwarded to the Committee and he recommends the Ad-hoc committee to meet before the next Council meeting. 4) Began working on a Clean Water Grant for the Eshelman Run Phase II project. 5) Two items were sold on Muncibid in February: a 2016 Police Interceptor vehicle for \$6,050.00 and a retired banner for \$7.00. 6) The audit has been completed and anticipate having the reports at the next meeting. 7) The Lancaster County Association of Township Supervisors is hosting a meeting on March 27, 2025. 8) A proposal was received to put in an irrigation well to keep the pond full to continue to use it for fishing, recreation, a training site for the fire company, and an emergency firefighting water source. Brad Book stated that the Strasburg Sportsmen's Association would assist with the expense if it can be completed before their fishing derby. Additional donations are being sought for this project. The Borough Manager will provide an update at the next meeting.

**Police** – The Police Department's report for February 2025 was received and accepted.

**Public Works** – The Public Works report for February 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer's report for February 2025 was received and accepted.

**Engineer** – The Engineer's report for February 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$109,242.13

Acceptance of Planning Commission 2024 Annual Report

Acceptance of Historical Architectural Review Board 2024 Annual Report

**UNFINISHED BUSINESS:**

**Strasburg Restoration & Preservation, Inc. – Consider a motion regarding the transfer of grant**

**funds:** The Borough Manager reminded the members that Tony D’Alessandro, representing the Strasburg Restoration & Preservation, Inc. (SRPI), contacted him requesting their exterior home repair low-cost loan program be transferred to the Borough because they only have one surviving officer. Following the direction of the Borough Solicitor, the Borough Manager checked with the Lancaster County Commissioners because the funds were originally granted from them to SRPI as part of a 2007 Urban Enhancement Fund Grant. The Lancaster County Commissioners are agreeable to the transfer to the Borough. The Borough Manager stated that this transfer would be effective July 1, 2025 and that the auditors support the transfer if the funds are contained in a separate fund.

A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to accept Lancaster County’s appointment of Strasburg Borough as grant administrator effective July 1, 2025 recognizing the dissolution of Strasburg Restoration & Preservation Inc.’s grant.

**NEW BUSINESS:**

**Lancaster County Conservation District (LCCD) Memorandum of Understanding (MOU) –**

**Consider a motion to accept the revisions and changes to the MOU between the LCCD and**

**Strasburg Borough:** The Borough Manager stated that this is a MS4 requirement. A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to accept the revisions and changes to the MOU between the LCCD and Strasburg Borough.

**2025 Summer Hours Trial Proposal – Possible motion to adjust staff hours for the summer:** The Borough Manager stated that he discussed this matter with Dave Felpel and he was in favor of the 2025 summer hours trial after it was clarified that the change is just for the summer. The Borough Manager’s proposal was for non-uniformed staff to work four 10-hour days (Monday-Thursday) from May 19, 2025 to August 31, 2025 (Memorial Day to Labor Day), with the schedule to be evaluated upon completion. The Borough Manager stated that several neighboring municipalities and the school district have a similar schedule. A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the 2025 non-uniformed summer hours trial as proposed. The Borough Manager stated that the summer hours will be posted at the office, website, and Facebook.

**OTHER BUSINESS:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to authorize the Borough Manager to schedule the first available appointment with Myers Bros. for the irrigation well at the pond as long as there is no fiduciary impact on the Borough.

**EXECUTIVE SESSION- Bargaining Committee Report – No action:** At 7:31 pm, the meeting was adjourned into an Executive Session to discuss the police contract bargaining matters.

The regular meeting was reconvened at 7:47 pm at which time no official action was taken.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Jim Rice, seconded by Dave Carson, and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-8**  
**STRASBURG BOROUGH COUNCIL**  
**April 8, 2025**  
**MINUTES**

Members Present:     Mike Chiodo             Ray Garraffa             Bradley Book  
                                 Dave Carson             Sandra Clark             David Felpel  
                                 James Rice

Others Present:        Bruce Ryder, Mayor             John Mroz  
                                 Steve Echternach, Borough Manager     Nick Ferretti, Police Chief

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF MARCH 11, 2025:** A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the minutes of the March 11, 2025 meeting as printed.

**REPORTS:**

**Mayor** – Mayor Ryder had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) Reviewed the possibility of selling sponsorships for holiday banners. Council supported the proposal. 2) The Authority took the raw water tank offline and it was inspected and cleaned. The contractor will provide a complete report and stated the tank is in good shape but may need some preventative maintenance. The tank was refilled and brought back online but we should have let it stabilize because, unfortunately, the sediment caused the water to be discolored throughout town. The discolored water is working its way through the system and we will do the regular flushing next week. Notifications were sent to the customers through the automated system as well as posted on the Borough’s website and Facebook page. 3) The well driller is currently drilling the pond irrigation well. We have received donations from Strasburg Sportsmen’s Association, Lions Club, IOOF, Synergy Service Center, Zimmerman’s Hardware, Strasburg Police Department Ed Witmer Fund, and Strasburg Township. 4) Working with Land Studies to submit grants for the Eshelman Run Phase II project. 5) The Authority has accepted dedication of the infrastructure at the Charter Homes development. Charter Homes needs to complete the stormwater basin. 6) Lancaster County Commissioners approved the transfer of the Strasburg Restoration & Preservation Inc.’s low-interest loan program to the Borough. 7) The audit was completed and they are planning to attend the May meeting. 8) The traffic signal at Main and Decatur has had a lot of maintenance issues and another loop needs replaced. The contractor is preparing a quote for an option to replace the inground loops.

Bradley Book asked about pedestrian signage for crosswalks. The Borough Manager stated that the lines need to be repainted but he is having difficulty securing a line painting contractor. Mayor Ryder stated that he is opposed to the pedestrian signage because traffic doesn’t always stop and it gives the pedestrians a false sense of security that it is safe to cross. Chief Ferretti stated that Pennsylvania law requires traffic to yield to pedestrians in the crosswalk.

**Police** – The Police Department’s report for March 2025 was received and accepted.

**Public Works** – The Public Works report for March 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for March 2025 was received and accepted.

**Engineer** – The Engineer’s report for March 2025 was received and accepted.

**Treasurer** – The Treasurer’s Report for the period ending March 31, 2025 was provided and action will be taken under the Consent Agenda.

**CONSENT AGENDA:** A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$255,409.77

Historical Architectural Review Board Certificates of Appropriateness –  
126 East Main Street and 4 South Decatur Street

Accept and file for Audit the Treasurer’s Report for the period ending March 31, 2025

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Full-time Police Officer Candidate List – Consider a motion to approve the candidate list prepared by the Civil Service Commission:** A motion was made by Jim Rice, seconded by Dave Carson, and passed unanimously to approve the candidate list certified by the Civil Service Commission.

**Full-time Police Officer Hiring – Consider a motion to hire the police officer selected from the approved candidate list as recommended by the Civil Service Commission:** A motion was made by Dave Carson, seconded by Bradley Book, and passed unanimously to approve the hiring of the police officer selected from the certified candidate list as recommended by the Civil Service Commission.

**Zoning Amendments – Consider taking action on recommendations made by the Planning Commission to move forward with zoning amendments:** The Borough Manager stated that the Solicitor was not able to complete his review before tonight’s meeting. This item will be tabled until next month.

**Strasburg Borough Community Pond – Consider a motion to authorize the use of Borough funds for the pond well project if needed:** A motion was made by Sandra Clark, seconded by Bradley Book, and passed unanimously to authorize the use of Borough funds for the pond well project, if needed, including in-kind costs not to exceed \$6,000.00.

**OTHER BUSINESS:** None.

**CITIZENS’ COMMENTS:** None.

**EXECUTIVE SESSION- Collective Bargaining:** At 7:27 pm, the meeting was adjourned into an Executive Session to discuss collective bargaining matters.

The regular meeting was reconvened at 7:36 pm at which time no official action was taken.

**CITIZENS’ COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to adjourn the meeting at 7:36 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-10**  
**STRASBURG BOROUGH COUNCIL**  
**May 13, 2025**  
**MINUTES**

Members Present:     Mike Chiodo                     Ray Garraffa                     Bradley Book  
                                   Dave Carson                     Sandra Clark                     David Felpel  
                                   James Rice

Others Present:         Bruce Ryder, Mayor                     John Mroz  
                                   Steve Echternach, Borough Manager     Dave Esh  
                                   Nick Ferretti, Police Chief                 Scott Weichler  
                                   Jim Barcheski, Brown Plus                 Bradley Klunk  
                                   Lauren Fenner, Brown Plus (by Zoom)     Matthew Neidinger  
                                   Brandon Remington                     Eric Denlinger  
                                   Alane Mowbray                     Dana Mowbray  
                                   Andrew Lewis                     Bryce Mowbray  
                                   Donald Grodski                     Henry Mowbray  
                                   LNP Reporter (didn't sign in)             LNP Reporter Friend (didn't sign in)

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**SWEARING IN OF NEW POLICE OFFICER BRYCE MOWBRAY:** Mayor Ryder swore in the new police officer, Bryce Mowbray. Chief Ferretti introduced Officer Mowbray and he was welcomed.

**BROWN PLUS ACCOUNTANT & ADVISORS AUDIT PRESENTATION:** Lauren Fenner (via Zoom) and Jim Barcheski with Brown Plus were in attendance and reviewed the Borough's 2024 audit results, financial statements, and footnotes. Ms. Fenner thanked the Borough staff for a good working relationship. Mr. Barcheski stated that it is a clean audit opinion and they found no issues with the Borough's internal controls. Ms. Fenner reviewed the required communication letter that does not report any findings or deficiencies. The Borough Manager thanked Brown Plus for accepting us as a new account and for a smooth transition. President Chiodo thanked the auditors, Borough Manager, and Administrative Assistant for the good work they do for the Borough.

**MINUTES OF APRIL 8, 2025:** A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the minutes of the April 8, 2025 meeting as printed.

**REPORTS:**

**Mayor** – Mayor Ryder had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager's written report was received and accepted. The report contained updates on the following items: 1) 91.3% of property owners paid their 2025 real estate taxes at discount. 2) The stormwater project is moving forward and plans to begin moving ground for the basin mid-July. 3) The ad-hoc HARB committee continues to meet to review the draft Historic District Design Guidelines. 4) The National Fish and Wildlife Foundation grant was submitted for the Eshelman Run Phase II project. We are now working on the Lancaster Clean Water Fund grant application. 5) The Planning Commission will meet in June to review the zoning amendments. 6) LEMSA will hold a ribbon

cutting/grand opening of their new headquarters on May 21, 2025. 7) The Strasburg Borough Service Award will be given out at the senior awards ceremony on May 15, 2025.

**Police** – The Police Department’s report for April 2025 was received and accepted.

**Public Works** – The Public Works report for April 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for April 2025 was received and accepted.

**Engineer** – The Engineer’s report for April 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by Jim Rice, seconded by Dave Carson, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$697,470.64

Strasburg Township Fire Police Request – Assist at Refton Community Fire Company’s Annual Mud Sale on June 28, 2025

**UNFINISHED BUSINESS:**

**Zoning Amendments – Consider a motion to forward zoning amendments to the Lancaster County Planning Department and to schedule and advertise a hearing:** A motion was made by Ray Garraffa, seconded by Sandra Clark, and passed unanimously to forward the zoning amendments to the Lancaster County Planning Department, Strasburg Borough Planning Commission, and to schedule and advertise a hearing before the July Council meeting.

**Strasburg Borough Community Pond – Update, no action:** The Borough Manager stated that the pond well project was completed with the donations and approved budget allocation, noting that vendors provided additional discounts to stay within budget. He added that we will look at grant opportunities to rehabilitate the pond.

Brad Book thanked the Borough Manager for heading up the drilling of the well for the pond. He stated that the Strasburg Sportsman Association had a successful annual fishing derby on May 3, 2025.

**NEW BUSINESS:**

**2024 Audit – Consider a motion to accept the audit from Brown Plus Accountants & Advisors:** A motion was made by Bradley Book, seconded by Ray Garraffa, and passed unanimously to accept the 2024 audit from Brown Plus Accounts & Advisors.

**Resolution 2025-3 Strasburg Restoration & Preservation Transfer of Funds – Consider a motion to adopt Resolution 2025-3:** President Chiodo reminded the members that this was discussed at last month’s meeting. A motion was made by Dave Carson, seconded by Jim Rice, and passed unanimously to adopt Resolution 2025-3 accepting the transfer of funds from Strasburg Restoration & Preservation Inc. to continue the Restoration and Preservation Program.

**Stormwater Management:** The Borough Manager stated that these items have all been reviewed and recommended by the Borough and Authority Solicitors.

- 1. Resolution 2025-4 Transfer of Municipal Separate Storm Sewer System (MS4) to Strasburg Borough Authority – Consider a motion to adopt Resolution 2025-4:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to adopt Resolution 2025-4 for the transfer of Municipal Separate Storm Sewer Systems (MS4) to Strasburg Borough Authority.

2. **Stormwater/MS4 System Management Agreement – Consider a motion to accept and execute the Stormwater/MS4 System Management Agreement:** A motion was made by Dave Carson, seconded by Jim Rice, and passed unanimously to accept and execute the Stormwater/MS4 System Management Agreement.
3. **Revised and Restated Management Agreement - Consider a motion to accept and execute the Revised and Restated Management Agreement:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to accept and execute the Revised and Restated Management Agreement.
4. **Agreement to Transfer of Easements, Right-of-Way, and MS4 Facilities - Consider a motion to accept and execute the Agreement to Transfer of Easements, Right-of-Way, and MS4 Facilities:** A motion was made by Dave Carson, seconded by Ray Garraffa, and passed unanimously to accept and execute the Agreement to Transfer Easements, Right-of-Way, and Municipal Separate Storm Sewer System Facilities.

**May 19, 2025 Zoning Hearing Board Meeting – Consider taking a position on the May 19, 2025 Zoning Hearing Application:** The Borough Manager stated that the Strasburg Fire Company applied for a shed permit when they replaced their previous shed that did not have a permit. The shed is used for their sale and storage. However, they want to place the shed on their separate vacant lot next to their station and the shed placement does not meet zoning regulations. A motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously to support the Zoning Hearing Application of Strasburg Fire Company No. 1 to allow the placement of the 12' x 20' shed to be placed within the front yard and to permit it on a lot that does not have a principal use or structure, conditioned upon the requirement that the shed be removed if the Fire Company ever sells the property. A member of Council will attend the meeting to submit the letter of support.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** None.

**EXECUTIVE SESSION – Collective Bargaining – Possible motion on Collective Bargaining Agreement:** At 7:32 pm, the meeting was adjourned into an Executive Session to discuss collective bargaining matters.

The regular meeting was reconvened at 7:40 pm at which time a motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously to accept the addendum to the agreement between the Borough of Strasburg and the Strasburg Police Officers Association for contract years 2026, 2027, and 2028, as written.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Jim Rice, seconded by Dave Carson, and passed unanimously to adjourn the meeting at 7:41 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-13**  
**STRASBURG BOROUGH COUNCIL**  
**June 10, 2025**  
**MINUTES**

Members Present:	Mike Chiodo	Ray Garraffa	Bradley Book
	Dave Carson	Sandra Clark	David Felpel
Others Present:	Bruce Ryder, Mayor		Dave Esh
	Nick Ferretti, Police Chief		John Stoltzfus
	Dick Hershey		Sharon Hershey
	LNP Reporter (didn't sign in)		

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Police Chief took roll call.

**REQUESTS TO BE HEARD:**

**Richard & Sharon Hershey – Noise complaint, 249 North Decatur Street:** Richard and Sharon Hershey were in attendance and stated that there is often loud noise at 249 North Decatur Street and there was a large, very loud party at 12:45 am last weekend. Mrs. Hershey stated the attendees quickly left the premises when she called the police. Mr. Hershey stated that the officer did follow up with him the next day. Mr. Hershey asked what hours loud noise is regulated. Chief Ferretti stated that the police follow curfew hours for noise complaints, which is after 10 pm Sunday-Thursday and after midnight on Friday and Saturday nights. Chief Ferretti advised them to contact the police when needed and he will notify the rental property owners of the ongoing issues.

**MINUTES OF MAY 13, 2025:** A motion was made by Ray Garraffa, seconded by Dave Carson, and passed unanimously to approve the minutes of the May 13, 2025 meeting as printed.

**REPORTS:**

**Mayor –** Mayor Ryder reported that he attended the Strasburg Community Park's 25<sup>th</sup> anniversary celebration on June 7, 2025. He stated that the history of the park was that in 1998, because of a large attendance at a Council meeting opposing the land being sold for houses, Council tabled selling the land for up to five years to allow the community to develop an organization, plan, and funding for a park. In 2000, the Strasburg Community Park Foundation was created and funded by donations and has developed into the beautiful park we have today.

**President –** The President had nothing to report.

**Manager –** The Borough Manager's written report was received and accepted. The report contained updates on the following items: 1) The stormwater project will begin with a preconstruction meeting on June 26, 2025 and construction anticipated to begin the week of July 7, 2025. 2) The inspection report for the Authority's raw water tank states it is structurally sound but recommends the inside of the tank be coated. Authority continues to work on additional water sources, Sewage Pump Station 2 upgrades, and replacing water meters as part of the radio read project. 3) For the Eshelman Run Phase II project, a National Fish and Wildlife Foundation grant was submitted and we are preparing an application for a Lancaster Clean Water Fund Grant. 4) The Planning Commission met on June 2, 2025 and recommended approval of the zoning amendments. 5) The Zoning Hearing Board met on May 19, 2025 and approved the variance for the shed for Strasburg Fire Company. 6) Three items were sold on

**2025-14**

Municipal in May: two decommissioned fire hydrants for a total of \$429.69 and the last retired banner for \$34.00. 7) The Borough is accepting sponsors for holiday banners for \$150.00 – details are available on the Borough’s website.

**Police** – The Police Department’s report for May 2025 was received and accepted.

**Public Works** – The Public Works report for May 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for May 2025 was received and accepted.

**Engineer** – The Engineer’s report for May 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by Ray Garraffa, seconded by Dave Carson, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$196,238.73

Historical Architectural Review Board Certificates of Appropriateness – 1 East Main Street and 106 Miller Street

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**OTHER BUSINESS:** None.

**CITIZENS’ COMMENTS:** David Esh, representing Strasburg Playground Association, thanked Borough Council for their annual donation and the staff for assisting with the rentals.

**ADJOURNMENT:** A motion was made by Dave Carson, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting at 7:16 p.m.

Respectfully submitted,

Nick Ferretti  
Police Chief

**2025-15**  
**STRASBURG BOROUGH COUNCIL**  
**July 8, 2025**  
**MINUTES**

Members Present:     Mike Chiodo                     Ray Garraffa                     Bradley Book  
                                   Dave Carson                     Sandra Clark                     David Felpel  
                                   James Rice

Others Present:         Bruce Ryder, Mayor                     Scott Weichler  
                                   Steve Echternach, Borough Manager     Melanie Vanni  
                                   Garrett Vanni

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:**

**Melanie Vanni – 54 West Main Street, Water Discharge Issue:** Melanie Vanni, owner of 54 West Main Street, was in attendance and provided the history of the water discharge problem and the actions she has taken to try to remedy the problem. The Borough Manager stated that the owner has been very cooperative in trying to find a solution to the problem and he believes the best next step is to have our Engineers initiate another call with PennDOT’s engineers to discuss the matter.

**JOE DUDA, DUDA ACTUARIAL SERVICES – Pension review, no action:** The Borough Manager stated that Joe Duda planned to attend the meeting via Zoom but is unable to because his location is under a tornado warning. He plans to attend the August meeting. The Borough Manager stated that the actuary recommends we consider reducing the interest rate assumption from 6.5% to 6.25%. The Pension Committee will review and provide a recommendation at the next meeting.

**MINUTES OF JUNE 10, 2025:** A motion was made by Ray Garraffa and seconded by Dave Carson to approve the minutes of the June 10, 2025 meeting as printed. Motion carried with members Chiodo, Garraffa, Book, Carson, Clark, and Felpel casting assenting votes. Member Rice abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**Mayor –** The Mayor stated that the Police Chief followed up with the landlord regarding the noise complaint discussed at the last Council meeting.

**President –** The President had nothing to report.

**Manager –** The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) Authority continues to work with the DEP/PES program for a water source and the engineering continues for the Pump Station 2 upgrade. 2) The line of disturbance area was staked out and tree removal began for the stormwater project. 3) The old Amish Lanterns Motel demolition is almost complete. 4) The National Fish and Wildlife Foundation grant was submitted and we are preparing the Lancaster Clean Water Fund Grant application for the Eshelman Run Phase II project. 5) Holiday banner sponsorships are still available. 6) Speed display signs were installed at the entrances to town. 7) The Zoning Hearing Board approved the fence at 93 Lancaster Avenue at their June meeting. 8) A decommissioned fire hydrant was sold on Muncibid in June for \$46.00.

**Police –** The Police Department’s report for June 2025 was received and accepted.

**Public Works** – The Public Works report for June 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for June 2025 was received and accepted.

**Engineer** – No report.

**CONSENT AGENDA:** A motion was made by James Rice, seconded by Bradley Book, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$170,681.02

Resolution 2025-5, Annual Strasburg Fire Company Support Activities

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Strasburg Scout House Association Lease – For review and comment, with adoption planned for the August meeting:** The Borough Manager reported that he has been working with the Mayor, representing the Scout House Association, on an updated Strasburg Scout House Association lease. The major changes were reviewed. A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to authorize the Borough Manager to finalize and execute the Strasburg Scout House Association lease.

**Letter of Support for Central Booking Facilities – Consider a motion to authorize a letter of support for central booking facilities in the new Lancaster County Prison to be sent to the Lancaster County Commissioners:** The Borough Manager stated that a central booking facility at the new Lancaster County prison will benefit the entire County and will allow officers to efficiently return to their primary law enforcement function. A motion was made by Ray Garraffa, seconded by David Felpel, and passed unanimously to authorize a letter of support for central booking facilities in the new Lancaster County Prison be sent to the Lancaster County Commissioners.

**July 28<sup>th</sup> Zoning Hearing – Consider taking a position on the Zoning Hearing Board Application for 1 East Main Street for a sit-in, drive-through, and walk-up coffee shop:** A motion was made by Ray Garraffa, seconded by Sandra Clark, and passed unanimously to support the Zoning Hearing Board application for 1 East Main Street for a sit-in, drive-through, and walk-up coffee shop, sign, and parking.

Mayor Ryder stated that it should be noted that the application is supported because it is reusing an existing drive-through facility.

A motion was made by Dave Carson, seconded by James Rice, and passed unanimously to authorize the Borough Manager to sign a letter expressing Borough Council’s support of the Zoning Hearing Board application for 1 East Main Street for a sit-in, drive-through, and walk-up coffee shop, sign, and parking.

**OTHER BUSINESS:** None.

**CITIZENS’ COMMENTS:** The Borough Manager stated that he attends the Strasburg Marketing Group meetings on behalf of the Borough Council.

**ADJOURNMENT:** A motion was made by James Rice, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting at 7:51 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

2025-17  
**STRASBURG BOROUGH COUNCIL**  
**August 12, 2025**  
**MINUTES**

Members Present:     Mike Chiodo             Ray Garraffa             Bradley Book  
                                 Dave Carson             Sandra Clark             David Felpel  
                                 James Rice

Others Present:        Bruce Ryder, Mayor             Ken Johnson  
                                 Steve Echternach, Borough Manager     Michele Neff  
                                 Nick Ferretti, Police Chief             Josie Krallinger  
                                 Craig Smith                             Ryan Boll

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:**

**Public Hearing on proposed amendments to the text of the Zoning Ordinance and consideration for enactment by Borough Council of the proposed zoning ordinance amendments – Ordinance 2025-1:** President Chiodo opened the public hearing. Borough Manager Steve Echternach stated that a public hearing is being held as required by the Borough Code and the purpose is to hear public comment regarding the proposed Zoning Ordinance amendments. The Borough Manager presented exhibits 1-7 and provided a summary of the proposed amendments. Ken Johnson, Planning Commission Chairman, was in attendance and stated that the Planning Commission recommends approval of the changes. Mayor Ryder provided the history of the Hampden Drive zoning reclassification. President Chiodo opened the floor for public comment at which time no public comment was offered.

A motion was made by Dave Carson, seconded by Ray Garraffa, and passed unanimously to close the public hearing.

A motion was made by James Rice, seconded by Sandra Clark, and passed unanimously to enact Ordinance 2025-1 titled: An ordinance to amend the Strasburg Borough Zoning Ordinance of 1993 to amend the zoning map by changing the zoning classification of properties located along the east and west side of Hampden Drive, from the Residential Zone (R-2) to the Residential Zone (R-3); to add definitions for adaptive reuse, awning, canopy, carport, conversion apartment, and drive-thru canopy; to waive minimum parking requirements for adaptive reuse in the Commercial Zone (C-1); to clarify regulations regarding setback modifications; and to provide for other non-substantive updates.

**JOE DUDA, DUDA ACTUARIAL SERVICES – Pension review, no action:** Joe Duda, President of Duda Actuarial Consulting, was in attendance to review the draft 1/1/2025 Valuation Results, reminding the members that the Act 205 Valuations are calculated every two years. He recommends the Borough consider: 1) lowering the interest rate assumption to 6.25% on the Uniformed and Non-Uniformed plans and 2) reallocating the budgeted \$25,000 for GASB 45 (OPEB/PD post-retirement benefits) to pay for the interest rate assumption decrease because the OPEB fund is overfunded. The actuary will calculate the MMO's based on the 6.25% assumption and Borough Council will take action on the recommendations at the next meeting. President Chiodo thanked Joe Duda for the good work he does for the Borough and for providing the information.

**MINUTES OF JULY 8, 2025:** A motion was made by James Rice, seconded by Ray Garraffa and passed unanimously to approve the minutes of the July 8, 2025 meeting as printed.

**REPORTS:**

**Mayor** – The Mayor had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Authority will pursue interior coating of the raw water tank within the next five years. 2) The stormwater project is well underway and currently working on the east side of Shenk Avenue. A 12” water distribution line will need to be lowered. At their August meeting, the Authority will review the engineer’s bid packages for the PennDOT roadway work portion of the project. 3) We are still waiting for results of the National Fish and Wildlife Foundation grant application and are preparing the Lancaster Clean Water Fund Grant application for the Eshelman Run Phase II project. PA DCED completed their Covid grant closeout review and found no issues related to our grant spending. 4) The contracted electricity vendor wanted the Manager to extend the contract for an additional three years with an increase due to a market charge. He did not extend the contract and is monitoring the market charges. 5) The Civic Celebration Ad-hoc committee met and he recommends the Borough staff focus on the National Night Out and Community Tree Lighting events for the America250 celebrations. Other organizations are encouraged to sponsor and conduct America250 celebrations. 6) At their July meeting, the Zoning Hearing Board approved the coffee house at 1 East Main Street with a slightly smaller sign.

**Police** – The Police Department’s report for July 2025 was received and accepted.

**Public Works** – The Public Works report for July 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for July 2025 was received and accepted.

**Engineer** – The Engineer’s report for July 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by James Rice, seconded by Bradley Book, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$207,747.23

2026 Budget Calendar

Historical Architectural Review Board Certificates of Appropriateness – 112 South Decatur Street for replacement windows

Quarryville Borough Fire Police Request – Solanco Fair Parade 9/17/25 (rain date 9/18/25)

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**Brendle Tract Preliminary/Final Subdivision and Land Development Application - Consider a motion to defer the formal plan review process to Strasburg Township:** Craig Smith with RGS Associates and Ryan Boll with EG Stoltzfus were in attendance and stated that the development is a total of 53 new homes, 49 in Strasburg Township and 4 in Strasburg Borough. There will be no streets or stormwater facilities for this project in Strasburg Borough and deferral to the Township would simplify the process. The development’s open space will be in the Borough but is the Homeowner Association’s responsibility to maintain.

Ken Johnson, Strasburg Borough Planning Commission Chairman, was also in attendance and stated that they recommended approving the deferral at their August 4, 2025 meeting. The Borough Manager stated that the Borough Solicitor agrees to the deferral as recommended by the Planning Commission. He added that the developer, after consultation with the Zoning Officer and Zoning Hearing Board Solicitor, will apply for a Zoning Hearing to reauthorize/extend previously-approved variances.

A motion was made by Ray Garraffa, seconded by James Rice, and passed unanimously to defer the Strasburg Borough Planning Commission and Council formal plan review approval process for Brendle Tract to Strasburg Township, subject to maintaining the review and approval process by the Strasburg Borough solicitor, engineer, and staff, along with the Lancaster County Planning Commission, to streamline the process.

**Second Quarter Treasurer Report & Fiscal Update – Consider a motion to accept the Second Quarter Treasurer Report and file for audit:** The Treasurer’s Report for the period ending June 30, 2025, was provided to the members. The Borough Manager stated that he believes we are in a good financial position, noting that the Transfer Tax revenue has already exceeded the budget.

A motion was made by Sandra Clark, seconded by Bradley Book and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending June 30, 2025.

**Denlinger Family Dental Benefits – Discussion and possible action regarding the Denlinger family’s dental benefits during Officer Denlinger’s deployment:** The Borough Manager stated that Police Officer Eric Denlinger is on a military deployment and is covered under the military’s Tricare health insurance. However, the military insurance does not provide family dental coverage and he is asking if the Borough would consider continuing to cover his family on the Borough’s United Concordia dental policy. The Borough Manager and Police Chief recommend providing this coverage while he is serving our country.

A motion was made by Ray Garraffa, seconded by Dave Carson, and passed unanimously to approve providing the Denlinger family’s dental benefits during Officer Denlinger’s deployment.

**OTHER BUSINESS:** None.

**CITIZENS’ COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by James Rice, and passed unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-20**  
**STRASBURG BOROUGH COUNCIL**  
**September 9, 2025**  
**MINUTES**

Members Present:   Mike Chiodo                   Ray Garraffa                   Bradley Book  
                          Dave Carson                   Sandra Clark                   David Felpel  
                          James Rice

Others Present:       Bruce Ryder, Mayor                   Baybars Charkas  
                          Steve Echternach, Borough Manager       Deem Durmush  
                          Nick Ferretti, Police Chief               Nouri Sarkas  
                          Scott Weichler

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:**

**REQUIRED ANNUAL MS4/STORMWATER TRAINING – Eshelman Run Streambank Stabilization MS4 Project review. No action:** The Borough Manager provided the annual MS4 training and an overview of the Eshelman Run Streambank Stabilization Project and stated that the PowerPoint for this presentation will be available on the Borough’s website. He reminded the members that improvements to streambanks and waterways reduce pollutants in the water. He also reviewed the current and future stormwater improvement projects.

**MINUTES OF AUGUST 12, 2025:** A motion was made by Ray Garraffa, seconded by Bradley Book and passed unanimously to approve the minutes of the August 12, 2025 meeting as printed.

**REPORTS:**

**Mayor** – The Mayor had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Phase 1 stormwater project continues. The bid package for the South Decatur Street and East Main Street portion is available on PennBid. 2) We are reviewing Eshelman Run Phase II Lancaster Clean Water Grant application. 3) The Civic Celebration Committee will meet on September 17, 2025 at 10 am. 4) This year’s seasonal banner sponsorships are still available for \$150.00 through October 10, 2025. 5) He continues to work with Engineers, PennDOT, and the homeowner for the water issue at 54 West Main Street.

**Police** – The Police Department’s report for August 2025 was received and accepted.

**Public Works** – The Public Works report for August 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report will be available at the next meeting.

**Engineer** – The Engineer’s report for August 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by James Rice, seconded by Ray Garraffa, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$200,653.42

Historical Architectural Review Board Certificate of Appropriateness – 17 West Main Street sign

**UNFINISHED BUSINESS:**

**Speckled Hen Coffee Land Development Plan Time Extension – Consider a motion to approve a one-year time extension for Speckled Hen Coffee Land Development Plan:** The Borough Manager stated that they are requesting a one-year extension of time for their project, adding that they are actively working on finalizing the necessary agreements to begin the project. They plan to begin the site work over the winter and construction in the spring. The Borough Manager recommends Borough Council approve the extension.

A motion was made by James Rice, seconded by Dave Carson, and passed unanimously to approve a one-year time extension for Speckled Hen Coffee's Land Development Plan.

**NEW BUSINESS:**

**Acknowledgement of 2026 Pension Minimum Municipal Obligations (MMOs) – Consider a motion to acknowledge the 2026 MMOs:** A motion was made by Dave Carson, seconded by Ray Garraffa and passed unanimously to authorize and acknowledge the 2026 Minimum Municipal Obligations (Police \$42,830.00 and Non-Uniformed \$60,293.00).

**September 15, 2025 Zoning Hearing Board Meeting – Consider taking a position on the Zoning Hearing Application for 35 Prospect Road to reauthorize the expired approval from December 16, 2024:** The Borough Manager stated that most Zoning Hearing Decisions are valid for one year but our Zoning Ordinance only approves Zoning Hearing Decisions for six months. He added that the applicant thought their decision was valid for one year and when they completely filed their land development it was discovered that since it was only valid for six months they missed the deadline by 30 days. They have reapplied for a Zoning Hearing to reauthorize their expired approval.

A motion was made by Ray Garraffa, seconded by Bradley Book and passed unanimously to support the Zoning Hearing Application of Prospect Road Associates LLC for 35 Prospect Road to reauthorize the expired approval from December 16, 2024.

**Resolution 2025-6, Hazard Mitigation Plan – Consider a motion to adopt Resolution 2025-6, Hazard Mitigation Plan:** The Borough Manager stated that this resolution is to adopt the Lancaster County 2025 Hazard Mitigation Plan which is used when there is a disaster declaration. He added that this is an updated version of the previously-adopted plan.

A motion was made by James Rice, seconded by Ray Garraffa, and passed unanimously to adopt Resolution 2025-6 Hazard Mitigation Plan.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Scott Weichler stated that the Strasburg Fire Company signed a contract with Glick Fire for a new 3,000 gallon Pierce tanker with delivery anticipated late 2027. He added that this tanker will replace their tanker that will be 27 years old and keeps them on track to replace a piece of apparatus every five years.

**ADJOURNMENT:** A motion was made by Dave Carson, seconded by James Rice, and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager

**2025-22**  
**STRASBURG BOROUGH COUNCIL**  
**October 14, 2025**  
**MINUTES**

Members Present:     Mike Chiodo                     Ray Garraffa                     Bradley Book  
                                   Dave Carson                     Sandra Clark                     David Felpel  
                                   James Rice

Others Present:         Bruce Ryder, Mayor                     David Esh  
                                   Steve Echternach, Borough Manager     John Mroz  
                                   Nick Ferretti, Police Chief

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF SEPTEMBER 9, 2025:** A motion was made by Ray Garraffa, seconded by James Rice and passed unanimously to approve the minutes of the September 9, 2025 meeting as printed.

**REPORTS:**

**Mayor** – The Mayor had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Phase 1 stormwater project continues. The bids for the South Decatur Street and East Main Street portion were just received and are being reviewed and will be awarded by the Authority at their October 16, 2025 meeting. 2) The Authority adopted a 5% water and sewer rate increase effective October 1, 2025, which will be reflected in the bills the customers will receive in January 2026. The increase was necessary due to increased operating costs, maintenance projects, and upcoming large capital project invoices to treat our sewer. It was noted that even with the increase, our rates are still very low compared to other rates in Lancaster County. Resident notification of the increase was also provided in the newsletter and on the back of the water/sewer bills. 3) He met with PennDOT and engineers regarding the water problem at 54 West Main Street. PennDOT is reviewing the matter. 4) We were notified that we were not awarded the National Fish and Wildlife Foundation grant. Our Lancaster Clean Water grant application passed the first step and has been forwarded to DEP for possible funding. 5) The Zoning Hearing for Prospect Road Associates on September 15, 2025 was continued until October 20, 2025. It was the consensus of Council to reaffirm Borough Council’s support to reauthorize Prospect Road Associate’s expired approval and to see if the Solicitor is available to attend the hearing or provide advice to present Council’s support. 6) The Borough Banquet is November 6, 2025 at the Fireside Tavern.

**Police** – The Police Department’s report for September 2025 was received and accepted.

**Public Works** – The Public Works report for September 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s reports for August and September 2025 were received and accepted.

**Engineer** – The Engineer’s report for September 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by James Rice, seconded by Dave Carson, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$377,323.63

Historical Architectural Review Board Certificate of Appropriateness – 43 East Main Street for a transom window

Strasburg Township Fire Police Request – May 9, 2026 for Kat's 5k

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**2026 Draft Budget and Capital Improvements Program Review – Discussion only:** The Borough Manager provided and reviewed the 2026 draft budget, memorandum, and additional information. The 2025 donations have been paid, the 2026 draft budget does not include a tax increase, and projects a 22.8% 2026 ending fund balance. As done the last several years, he will have recommendations at the December meeting for additional reserve fund and/or one-time donation allocations. The 2026 Capital Improvement Projects were reviewed. Compared to other Lancaster County Boroughs, Strasburg's 2025 tax rate is the 16<sup>th</sup> lowest out of 19. The 2026 Preliminary Budget and Capital Improvements Program will be reviewed at the November 11, 2025 Council meeting.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by James Rice, and passed unanimously to adjourn the meeting at 7:40 p.m.

Respectfully submitted,

Steve Echtermach  
Borough Manager

2025-24  
**STRASBURG BOROUGH COUNCIL**  
**November 11, 2025**  
**MINUTES**

Members Present:   Mike Chiodo               Ray Garraffa               Bradley Book  
                          Dave Carson               Sandra Clark               David Felpel

Others Present:     Bruce Ryder, Mayor               David Esh  
                          Steve Echternach, Borough Manager     Scott Weichler  
                          Nick Ferretti, Police Chief

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF OCTOBER 14, 2025:** A motion was made by Ray Garraffa, seconded by Bradley Book and passed unanimously to approve the minutes of the October 14, 2025 meeting as printed.

**REPORTS:**

**Mayor** – The Mayor had nothing to report.

**President** – The President thanked everyone for a very nice annual recognition banquet.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Public Works Department was commended for the work they are doing for the stormwater project. 2) The Authority’s stormwater work in the PennDOT right-of-way has been awarded to D.H. Funk. Work is anticipated to begin at the end of the year with completion estimated around April 2026. The Borough Manager stated that PennDOT may require their inspector to be onsite during construction at our expense. 3) The Authority is proceeding with improvements to Sewage Pump Station 2. 4) Still waiting for a response from PennDOT regarding the water problem at 54 West Main Street. Borough Council authorized the Borough Manager to review this matter with the Solicitor. 5) The annual Tree Lighting event will be held on December 5, 2025 with activities beginning at 5:30 pm. 6) The Meadows Zoning Hearing was reheard on October 20, 2025 and the Zoning Hearing Board issued a decision in favor of the developer. 7) Due to Borough Code requirements because our census data exceeds 3,000 residents, the tax collector position will be turned over to the County of Lancaster in 2026.

**Police** – The Police Department’s report for October 2025 was received and accepted. Chief Ferretti stated that it is time to replace the unmarked SUV and he would like to replace it with an unmarked pickup truck which has more cargo capacity which would allow them to haul items. He added that a local COSTARS vendor has a brand new leftover 2024 police truck that is less expensive than a police SUV. Borough Council supported the Chief’s recommendation to change from an unmarked SUV to the unmarked truck.

**Public Works** – The Public Works report for October 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s reports for October 2025 was received and accepted.

**Engineer** – The Engineer’s report for October 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by Dave Carson, seconded by Sandra Clark, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$164,145.75

Historical Architectural Review Board Certificate of Appropriateness – 51 East Main Street for porch pillars, a denial

**UNFINISHED BUSINESS:**

**2026 Capital Improvements Program – Consider a motion to approve the 2026 Capital**

**Improvements Program:** A motion was made by Sandra Clark, seconded by Ray Garraffa, and passed unanimously to approve the 2026 Capital Improvements Program as presented.

**2026 Preliminary Budget and Authorization to Advertise for Public Inspection – Consider a motion to approve the 2026 Preliminary Budget and authorize staff to advertise for public inspection:**

The Borough Manager reviewed his preliminary budget memorandum. He will provide reserve fund allocation recommendations at the next meeting to have a 15% general fund ending balance.

The Borough Manager also explained that we found that we can outsource payroll to a local reputable company who does other municipal payrolls for less money than amount we currently pay for the payroll software. He added that additional savings are the staff hours to do the payroll and payroll taxes.

Borough Council supported the change. The plan is to switch effective with the first payroll in 2026.

A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to approve the 2026 Preliminary Budget and authorize staff to advertise for public inspection.

**NEW BUSINESS:**

**Review Terms Expiring List – Consider a motion authorizing Borough staff to send reappointment**

**letters to selected board members:** A motion was made by Ray Garraffa, seconded by Bradley Book, and passed unanimously to authorize staff to send reappointment letters to the selected board members.

**2026 Meeting Calendar – Consider a motion to approve the 2026 Meeting Calendar and authorize**

**staff to advertise:** The Borough Manager stated that to accommodate the members schedules, the Zoning Hearing Board meetings will change from the third Monday to the third Wednesday of the month. A motion was made by Sandra Clark, seconded by Bradley Book, and passed unanimously to approve the 2026 meeting calendar and authorize staff to advertise.

**Lancaster County Planning Department Memorandum of Understanding (MOU) – Consider a**

**motion to enter into the MOU with Lancaster County Planning Department:** The Borough Manager stated that this is a renewal of an existing MOU. A motion was made by Bradley Book, seconded by David Felpel, and passed unanimously to enter into the Memorandum of Understanding (MOU) with the Lancaster County Planning Department.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Dave Carson, and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Steve Echternach, Borough Manager

2025-26  
**STRASBURG BOROUGH COUNCIL**  
**December 9, 2025**  
**MINUTES**

Members Present:     Mike Chiodo             Bradley Book             Dave Carson  
                                 David Felpel             James Rice

Others Present:        Bruce Ryder, Mayor             Chad Forrey  
                                 Steve Echternach, Borough Manager     Philip Glatfelter  
                                 Nick Ferretti, Police Chief

**CALL TO ORDER:** The meeting was held at the Strasburg Borough Municipal Office, 145 Precision Avenue, Strasburg, PA. Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF NOVEMBER 11, 2025:** A motion was made by Dave Carson to approve the minutes of the November 11, 2025 meeting as printed. The motion was seconded by Bradley Book and passed with members Chiodo, Book, Carson, and Felpel casting assenting votes. Member Rice abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**Mayor** – The Mayor had nothing to report.

**President** – The President had nothing to report.

**Manager** – The Borough Manager’s written report was received and accepted. The report contained updates on the following items: 1) The Borough started offering a new electronic payment platform, Municipay, for items such as permits, parking tickets, etc. The fees are paid by the customer. We continue to accept cash or check payments; this is just an additional payment option. 2) It was the consensus of Council to allow staff to use vacation time and close the office on December 26, 2025. 3) The Public Works Department continues to work on the stormwater project. The contractor for the PennDOT right-of-way work, D.H. Funk, is applying for permits, and plans to complete their portion of the project late Spring 2026. 4) He continues to work with professionals to find a solution to the water problem at 54 West Main Street. 5) The annual Community Tree Lighting was held on December 5, 2025. It was a very good event that was well attended. We plan to have the 2026 event tie in with America250. 6) The Borough Manager was elected the tax collector for 2026. After consultation with the Borough Solicitor to meet the regulations in the Borough Code due to our population, he will remain the elected tax collector but will deputize the County of Lancaster to collect real estate taxes.

**Police** – The Police Department’s report for November 2025 was received and accepted.

**Public Works** – The Public Works report for November 2025 was received and accepted.

**Zoning Officer** – The Zoning Officer’s report for November 2025 was received and accepted.

**Engineer** – The Engineer’s report for November 2025 was received and accepted.

**CONSENT AGENDA:** A motion was made by James Rice, seconded by Dave Carson, and passed unanimously to approve the following items on the Consent Agenda:

Payment of the Bills in the amount of \$420,292.81

Historical Architectural Review Board Certificate of Appropriateness – 136 Miller Street for garage renovations

2026 Meeting Calendar Addition

Resolution 2025-7 Fire Company Activities for 2026

Resolution 2025-8 Police Pension Plan Contributions

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**2025 Budget Reallocation – Consider a motion to adopt the Manager’s budget reallocation of funds from the 2025 operational budget to reserve funds:** The Borough Manager stated that there is \$176,000 to be reallocated from the 2025 operational budget, which still leaves a 15% General fund ending balance in 2026. A motion was made by James Rice, seconded by Bradley Book, and passed unanimously to approve the following reallocation of funds from the 2025 budget to the following categories: \$30,000 to Fund 30, Public Works Equipment/Building Reserve; \$25,000 to Fund 31, Building/Office Equipment Reserve; \$110,000 to Fund 40, Street/Stormwater/Sidewalk Reserve; \$10,000 to Fund 73, Fire Equipment Reserve; and a \$1,000 additional one-time donation to Strasburg-Heisler Library.

**2026 Final Budget – Consider a motion to approve the 2026 Final Budget:** The Borough Manager reviewed the 2026 Final Budget memorandum, and highlighted the following items: The Borough and Authority continue to earn good interest on their funds, the 2026 budget is a balanced budget that does not include a property tax increase, the health insurance renewal was a 17% increase, and has a 2026 15% General fund ending balance. A motion was made by Bradley Book, seconded by Dave Carson, and passed unanimously to approve the 2026 Final Budget.

**Resolution 2025-9 Tax Levy 2026, No Rate Change – Consider a motion to adopt Resolution 2025-9, Tax Levy 2026 No Rate Change:** A motion was made by Dave Carson, seconded by James Rice, and passed unanimously to adopt Resolution 2025-9, Tax Levy 2026, which does not include a real estate tax increase for the Borough of Strasburg and keeps the tax rate at 3.03 mills.

The Borough Manager thanked the staff for their assistance on the budget.

**OTHER BUSINESS:** Chad Forrey, 2 Miriam Court, stated that he and his attorney have been actively opposing the development of 35 Prospect Road. He added that they were disappointed with the outcome of the October 20, 2025 Zoning Hearing and is putting the Borough on notice that they are appealing the decision, noting that he is also appealing their approvals in Strasburg Township.

**CITIZENS’ COMMENTS:** None.

**ADJOURNMENT:** A motion was made by James Rice, seconded by Bradley Book, and passed unanimously to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

Steve Echternach  
Borough Manager