

2026-9
STRASBURG BOROUGH COUNCIL
April 14, 2026
MINUTES

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

Others Present: Bruce L. Ryder, Mayor Scott Weichler
 Steve Echternach, Borough Manager Jim Barcheski
 Nick Ferretti, Police Chief Lauren Fenner
 Ryan Weaver Elaine Godwin
 Tyler Martin

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: Tyler Martin, representing Strasburg Ice Cream at 11 West Main Street, was in attendance and requested to appeal the April 7, 2026 HARB decision. This item will be removed from the Consent Agenda.

BROWN PLUS ACCOUNTANTS & ADVISORS AUDIT PRESENTATION: Jim Barcheski and Lauren Fenner with Brown Plus were in attendance and reviewed the Borough's 2025 audit results, financial statements, and footnotes. Mr. Barcheski stated that it is a clean audit opinion and they found no issues with the Borough's internal controls. He added that the letters refer to DCED reports, note that we do not follow US GAAP (we are allowed to choose modified cash basis as an alternative method of accounting), and that the Borough does not maintain a list of capital assets (which would be very expensive to develop because it was not maintained by our previous auditors and would now require engineering assistance). Mr. Barcheski noted that these notes appear in every audit that follows the DCED reporting framework. Mr. Barcheski stated that they do not have a concern regarding the segregation of duties because of our internal controls, which the Borough Manager reminded the members includes a member of the Authority reviewing the bank statements monthly. The auditors thanked the Borough Manager, Administrative Assistant, and staff for a good working relationship and for providing the requested information in a timely manner. President Chiodo thanked the auditors for the work they do for the Borough.

MINUTES OF MARCH 10, 2026: A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to approve the minutes of the March 10, 2026 meeting as printed.

REPORTS:

Mayor – The Mayor had nothing additional to report.

President – The President had nothing additional to report.

Manager – The Borough Manager's written report was received and accepted. The report contained updates on the following items: 1) The East Main Street/South Decatur Street stormwater project continues. After the remaining East Main Street pipe is installed, the contractor will begin trench restoration and repair of curbs and sidewalks. When that work is complete, the East Main Street detour will be removed and the work will move to South Decatur Street. 2) The next LCBA meeting will be held on April 22, 2026. 3) Public Works Department is doing street sweeping on April 15 and 16. 4) The traffic signal at the Square was hit on April 5, 2026. Teloco completed temporary repairs that day. The

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incident was reported to our insurance company and we have the driver's information. 5) The parking lot plan for Speckled Hen was recorded last week and they are expected to begin the work soon.

Police – The Police Department's report for March 2026 was received and accepted.

Public Works – The Public Works report for March 2026 was received and accepted.

Zoning Officer – The Zoning Officer's report for March 2026 was received and accepted.

Engineer – The Engineer's report for March 2026 was received and accepted.

Treasurer – The Treasurer's report was received and will be approved under the Consent Agenda.

CONSENT AGENDA: The Historical Architectural Review Board Certificate of Appropriateness for 11 West Main Street for a window and roof was removed from the Consent Agenda. Tyler Martin, representing Strasburg Ice Cream, stated that they applied to HARB to reinstall a window to the right of the front doors where the previous window opening was bricked up many years ago. He stated that HARB approved a wood window but they would like to install a vinyl window because there are existing vinyl windows on the second floor and they are installing vinyl windows on the East side of the building (not regulated by HARB because they are not visible from the road). They would like all the windows to be the same. He also stated that HARB's recommendation was to install any wood window he wanted and he was allowed to choose any grid pattern. He stated that he believed HARB should have been more concerned about the grid pattern than just any wood. He stated that they are spending a lot of money to improve the property and is asking Council to allow them to install a high-quality vinyl window, noting that this building sits far back from the roadway. Ryan Weaver, who is the Chairman of HARB but is speaking as an individual, stated that the applicant applied for a vinyl window and during the discussion at the meeting the applicant was provided with his options because it became clear that it was not going to be approved (which could cause months of delays). Ryan Weaver further explained that the applicant then agreed to amend the application to be for a wood window, understanding that he could also appeal the decision to Borough Council. Ryan Weaver added that he believes our ordinance and the Secretary of the Interior's Standards would allow the installation of a vinyl window in this case because our ordinance regulates replacing existing wood windows and this application is to reinstall a window in an opening that was bricked over many decades ago. Mayor Ryder noted that Borough Council previously approved the installation of vinyl windows in the building at 10-14 South Decatur Street.

A motion was made by Ray Garraffa, seconded by Bradley Book and passed unanimously to approve the application for Strasburg Ice Cream, owners of 11 West Main Street, to install a vinyl window to the right of the front door as originally applied and to accept the HARB recommendation to replace the cedar shake pent roof with a black standing seam metal roof as applied.

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 \$260,539.74

Treasurer Report – accept and file for audit

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Traffic Ordinance Update/Revisions – Discussion and possible motion to refer for legal review:

Mayor Ryder that he worked with the Police Chief to revise the current traffic ordinance and provided a digital draft for Council to review. The draft changes were reviewed in detail. A motion was made by Sandra Clark, seconded by James Rice and passed unanimously to send the draft traffic ordinance to the Solicitor for further review.

2025 Audit – Consider a motion to accept the 2025 Audit from Brown Plus Accountants &

Advisors: A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to accept the 2025 Audit from Brown Plus Accountants & Advisors.

Ordinance 2026-1, Amended UCC Agreement – Consider a motion to enact Ordinance 2026-1,

Amended Uniform Construction Code (UCC) Agreement: The Borough Manager stated this ordinance is to approve and authorize the execution of the restated and amended agreement for a Central Lancaster County Uniform Construction Code Board of Appeals. This restated and amended agreement is being considered by each of the participating municipalities. A motion was made by James Rice, seconded by Bradley Book and passed unanimously to enact Ordinance 2026-1, Amended Uniform Construction Code (UCC) Agreement.

2026 Road Paving – Consider a motion to approve the AMS LLC quote for paving of Ada Avenue, Washington Street, Denlinger Avenue, and North Fulton Street, with an ultra-thin bonded wearing

course: The Borough Manager stated he is presenting this for consideration because the approved 2026 Capital Improvements Plan was for base repairs and he is now proposing to have AMS install ultra-thin bonded wearing course under our existing contract. A motion was made by Ray Garraffa, seconded by Dave Carson, and passed unanimously to approve the AMS LLC quote for the paving of Ada Avenue, Washington Street, Denlinger Avenue, and North Fulton Street, with an ultra-thin bonded wearing course.

Mower & Trailer – Consider a motion to authorize staff to proceed with the purchase of a new, upgraded mower and trailer:

The Borough Manager stated that the approved 2026 Capital Improvements Plan was to replace the existing mower for \$8,500 and the quote for the new mower is higher because the Public Works Department requested a larger mower to mow basins. In addition to the cost of the new mower, a new trailer is needed because the new mower will not fit on our trailer. The old mower and trailer will be sold on Municibid. A motion was made by Bradley Book, seconded by Sandra Clark and passed unanimously to authorize staff to proceed with the purchase of a new, upgraded mower and trailer.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by James Rice, seconded by Ray Garraffa, and passed unanimously to adjourn the meeting at 7:59 p.m.

Respectfully submitted,

Steve Echternach
Borough Manager