

BOARD OF SUPERVISORS - REORGANIZATION MEETING
JANUARY 5, 2026 AT 6:00 P.M.

MINUTES

Those in Attendance: Chairman Dylan Coleman, Vice-Chairman Jason Myer, Supervisors: Adam Bills, Bob Devonshire and Kolby Bills, Township Manager/Secretary/Treasurer Karen Farra, Zoning Officer Walter Hockensmith, Public Works Director Adryan Yothers, Charles Barto (LNP), Joshua Knosp, David Johnson, Dennis Groff, Larry Bills, Ginger Bills, Rachael Bills, and Sam Petersheim.

CALL TO ORDER/FLAG CEREMONY AT 6:00 P.M.

REORGANIZATION OF BOARD OF SUPERVISORS

Karen Farra, Secretary/Treasurer opened nominations:

Nomination for the position of Chairman of the Board of Supervisors for 2026:

Nomination of Chairman: Adam Bills nominated Dylan Coleman for Chairman. Second by Bob Devonshire. Mr. Devonshire **motioned** to appoint Mr. Coleman as Chairman. Second by Mr. Bills. All Ayes. **Motion Approved**

Nomination for the position of Vice-Chairman of the Board of Supervisors for 2026:

Nomination of Vice-Chairman: Adam Bills nominated Jason Myer for Vice-Chairman. Second by Dylan Coleman. Mr. Bills **motioned** to appoint Mr. Myer as Vice-Chairman. Second by Dylan Coleman. All Ayes. **Motion Approved.**

Annual Appointments/Re-Appointments

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|--|-------------------------|
| 1. Appointment of Township Secretary/Treasurer: | <u>Karen Farra</u> |
| 2. Appointment of Sewer Authority Secretary: | <u>Kaitlyn Jones</u> |
| 3. Appointment of Sewer Authority Treasurer: | <u>Brian Groff</u> |
| 4. Appointment of Township Manager: | <u>Karen Farra</u> |
| 5. Establish Amount of the Township Treasurer's Bond: | <u>\$4,500,000</u> |
| 6. Establish Amount of Sewer Treasurer's Bond: | <u>\$1,500,000</u> |
| 7. Appointment of Township Public Works Director: | <u>Adryan Yothers</u> |
| 8. Appointment of Township Roadmaster: | <u>Blaine Stoltzfus</u> |
| 9. Appointment of Chief Administrative Officer for Pension Plan: | <u>Karen Farra</u> |
| 10. Appointment of Recycling Coordinator: | <u>Karen Farra</u> |

Bob Devonshire motioned to approve the Appointments in items 1-10 above. Second by Jason Myer. All Ayes. Motion Approved.

11. Appointment of Alternate Pequea Valley Municipal Representative to the Lancaster County Tax Claim Bureau Board: Karen Farra

12. Appointment of State Association Delegate: Dylan Coleman
13. Certify Delegates to the PSATS State Association Convention on April 19-22, 2026:
- Supervisors, Treasurers, Zoning Officer & Township Manager
14. Appointment of Emergency Management Coordinator: Robert Devonshire
15. Appointment of Depositories: PNC Bank & Edward Jones
16. Appointment of Co-Op Chipper Depositories: Ephrata National Bank
17. Appointment of Co-Op Belt Loader Depositories: Ephrata National Bank
18. Appointment of Township Legal Counsel: Nikolaus & Hohenadel
19. Appointment of Township Engineer and acceptance of professional services rate schedule: Hanover Engineering
20. Appointment of Vacancy Board Chairman: Karen Farra

Adam Bills *motioned* to approve the Appointments in items 11-20 above. Second by Jason Myer. All Ayes. Motion Approved.

21. Appointment of Sewer Enforcement Officer (SEO) Dale High
22. Appointment of Township Zoning Hearing Board/Planning Legal Counsel: Russell, Krafft & Gruber
23. Appoint of the following Equipment Operators (in case of an emergency, other operators may be required & appointed with approval of the Roadmaster):
- Blaine Stoltzfus
 - Bryan Stoltzfus
 - Adryan Yothers
 - Walter Hockensmith
 - Kevin Vattelana
 - Jason Myer
24. Appointment of Parks & Recreation Committee Member for term of 5 years (until January 2031): Daryl Blank
25. Appointment of two Paradise Township Sewer Authority Members for a term of 5 years (until January 2031): Bryan Stoltzfus
David Bowman

Adam Bills *motioned* to approve the Appointments in items 21-25 above. Second by Kolby Bills. All Ayes. Motion Approved.

26. Appointment of Emergency Services Committee Voting Members for terms as noted:
- Barry Yunkin, Jr., to a term of 4 years (until January 2030)
 - David Johnson to a term of 4 years (until January 2030)
 - John O. Beiler to a term of 3 years (until January 2029)
 - John Mark Stoltzfus to a term of 3 years (until January 2029)
 - Jonas Fisher to a term of 2 years (until January 2028)
 - Alvin Fisher to a term of 2 years (until January 2028)
- All subsequent appointments will be for a term of 4 years or to the remainder of the term of any member who resigns prior to the completion of their active term.

27. Appointment of Emergency Services Committee Non-Voting Members (annual appointments):

- Robert Devonshire, Board of Supervisor Liaison
- Karen Farra, Township Manager

Public Comment: With regard to items 26 and 27 above, Mr. Dennis Groff asked which fire companies represent the voting Emergency Services Committee Members. Mr. Coleman advised they consist of three members from each Paradise Leaman Place Fire Company and Pequea Valley Fire Department. Mr. Groff asked what direction the Supervisors were thinking with regard to the merger of these two fire companies. Mr. Coleman responded that was not a matter the Board would be discussing at this time. Mr. Myer stated the current direction of the Board is to facilitate a dialogue between the fire companies and to receive their recommendations on all matters concerning emergency services to the Township.

After public comment was received, **Adam Bills motioned to approve the Appointments in items 26 and 27 above. Second by Jason Myer. All Ayes. Motion Approved.**

28. Invoice Payment Dates

- Establish invoice payments for the 1st & 3rd weeks of each month.
- All invoices shall be approved at regular meetings with the exception of operating invoices, which shall be paid when due in order to avoid penalties

29. 2026 Employee Holidays – 9 holidays plus 2 floating holidays.

30. Set Mileage Reimburse Rate to the current IRS rate at time of reimbursement, currently \$.72 commencing January 1, 2026.

31. Re-appoint and accept the fee schedules of the following building inspection service agencies for 2026:

- Commonwealth Code Inspection Services (CCIS)
- Building Inspection Underwriters (BIU)
- Associate Building Inspections (ABI).

Jason Myer motioned to approve the Appointments in items 28-31 above. Second by Bob Devonshire. All Ayes. Motion Approved.

REGULAR MEETING AGENDA

MINUTES

- Bob Devonshire **motioned** to approve the December 9, 2025 Board of Supervisors Minutes. Second by Adam Bills. All Ayes. **Motion Approved.**
- Bob Devonshire **motioned** to approve the December 16, 2025 Board of Supervisors Minutes. Second by Adam Bills. All Ayes. **Motion Approved.**

TREASURERS REPORT/BILLS

- December 2025 Treasurers Report to be reviewed/approved at Board meeting on February 17, 2026.

- Distribution of 2025 Year-End Profit and Loss Report.

PUBLIC COMMENT (non-agenda Items only/residents or Paradise Township tax-payers only):

- Mr. Groff asked the about hazmat incident at the Paradise Township Waste Water Treatment Plant today. Ms. Farra explained a pallet containing newly delivered treatment chemicals was broken causing a barrel to fall to the ground and spill when the binding was cut. The chemical spilled is ecofriendly and utilized to treat foaming before being discharged from the plant. None of the chemicals entered the waterway or neighboring properties, and Null's was called in to clean up the spill.

PERSONS TO BE HEARD: None.

CORRESPONDENCE:

- EEMA O&M Services December 9, 2025 Toy Train Museum WWTP NPDES Permit renewal notification letter.
- MRM Workers' Compensation Pooled Trust 2024-2025 Payroll Premium Audit Report.
- PSATS UC Group Trust December 17, 2025 Dividends Distribution Letter.
- County of Lancaster December 12, 2025 Letter regarding 2026 real estate tax collections.

TOWNSHIP REPORTS: None. To be presented at February 17, 2026 Board meeting.

EMERGENCY SERVICES:

- Discussed Lancaster County Department of Public Safety official delegate letter.

OLD/NEW BUSINESS:

- Bob Devonshire **motioned** to adopt Resolution No. 2026-03 A Resolution to Set Various Fees, Escrows and Other Payments Charged for Certain Township Services. Second by Dylan Coleman. All Ayes. **Motion Approved.**
- Adam Bills **motioned** to adopt Resolution No. 2026-04 A Resolution Appoint and Approving the Lancaster County Treasurer as the Paradise Township Deputy Tax Collector. Second by Kolby Bills. All Ayes. **Motion Approved.**

ADJOURN:

- At 6:23 p.m., Adam Bills **motioned** to adjourn the meeting. Second by Kolby Bills. **Motion Approved.**

Respectfully Submitted By:

Karen E. Farra, Secretary