

The Board of Supervisors met at the Township Office Building for their regular meeting on January 5, 2026, 7:00PM with Lowell Fry, Mark Erb & Randy Fox present. The meeting was called to order by the Temporary Chairman and followed with the Pledge of Allegiance.

The minutes of the December 18, 2025 Meeting were distributed. **Mr. Erb made a motion to approve the Minutes as presented; second by Mr. Fox. All voted in favor.**

REORGANIZATION:

Election of Officers **presently serving unless ***

CHAIRMAN/TREASURER: *Lowell Fry*
VICE CHAIRMAN: *Mark Erb*
SECRETARY: *Randy Fox*

Mr. Erb made a motion to keep the officers the same as the previous year with Lowell Fry as Chairman and Treasurer, Mark Erb as Vice Chairman and Randy Fox as Secretary; second by Mr. Fox. All voted in favor.

Appointments and other business:

MANAGER: *Randall Wenger*

ASSISTANT TREASURER/SECRETARY: *Randall Wenger*

**DESIGNATED CHIEF ADMINISTRATIVE OFFICER
 OF THE RAPHO TOWNSHIP PENSION PLANS** **Randall Wenger*

PUBLIC WORKS DIRECTOR: *John Haldeman*

TRAINED CDL PROBABLE CAUSE SUPERVISOR: *John Haldeman*
Jim Fidler

RECORDING SECRETARY: *Melva Kready*

ASSISTANT RECORDING SECRETARY: *Ena Marie Banks*

VACANCY BOARD CHAIRMAN: *Jay Gainer*

ZONING/CODE ENFORCEMENT OFFICER: *Drew Keller*

OPEN RECORDS OFFICER: *Randall Wenger*

ASSISTANT OPEN RECORDS OFFICER: *Ena Marie Banks*

SOLICITOR, TOWNSHIP: *Susan Peipher, Esq.*
Appel Yost LLP

SOLICITOR, ZONING HEARING BOARD: *Jason Hess, Esq.*
Nikolaus & Hohenadel

SEWAGE ENFORCEMENT OFFICER: **David Miller Associates*
Charity Hain – Cert #04110
Doug Cwienk – Cert #04111
Nate Kurtz – Cert #04234

ALTERNATE SEWAGE ENFORCEMENT OFFICER: *Brian McFeaters – Cert #01971*
Carrie McFeaters – Cert #03972

DEPOSITORY FOR TOWNSHIP FUNDS: *Northwest Bank, Pennsylvania Local Government
 Investment Trust, and Fulton Bank*

- TOWNSHIP BUILDING CLEANING:** *Heritage Maintenance Collective*
- EMERGENCY MANAGEMENT COORDINATOR:** *Lori Shenk*
- PLANNING COMMISSION:** *Jay Gainer*
Appoint to 4-year term (expires 12/31/29)
- ZONING HEARING BOARD:** *Chris Neiles*
Appoint to 3-year term (expires 12/31/28)
- MANHEIM LIBRARY REPRESENTATIVE:** **Rachel Sargent*
**Victoria Miller*
- EARNED INCOME TAX COLLECTION:** *Lancaster County Tax Collection Bureau*
- LOCAL SERVICES TAX COLLECTION:** *Lancaster County Tax Collection Bureau*
- REPRESENTATIVES TO THE LANCASTER COUNTY TAX COLLECTION BUREAU:**
**Randall Wenger, primary representative*
**Joel Mutschler, alternate representative*
- DELEGATE TO THE TOWNSHIP CONVENTION:** *Randall Wenger*
- UNIFORM CONSTRUCTION CODE THIRD PARTY INSPECTORS:** *Commonwealth Code Inspection Service,*
Associated Building Inspections
- RAPHO AREA FIRE ADVISORY COUNCIL:**
- CITIZEN REPRESENTATIVE:** *Chuck Schmidt*
Appoint to 3-year term expires (12/31/28)
- EX OFFICIO SUPERVISOR MEMBER:** *Randy Fox*
- DEPUTY REAL ESTATE TAX COLLECTOR:** **Michelle Kready*
- ATHLETIC FIELD SCHEDULER:** *Don Wenger*
- REPRESENTATIVE TO JOINT UCC APPEALS BOARD:** *Dennis Shellenberger*
Appoint to 4-year term (expires 12/31/2029)
- HOLIDAYS OBSERVED BY THE TOWNSHIP:** *New Year's Day, President's Day, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Supplemental Thanksgiving Day, Christmas Day and Supplemental Christmas Day*
- TRICK OR TREAT NIGHT** *October 31, 2026, 6PM – 8PM*
- MILEAGE RATE** *72.5 cents per mile - 2026 IRS rate*
- ESTABLISHING OF WAGES:** *Wages as noted in 2026 budget document*
\$2,500 annual pay for Supervisors Lowell Fry & Randy Fox
\$4,000 annual pay for Supervisor Mark Erb
- ESTABLISH TREASURER'S BOND:** *\$1.5 Million*
- SUPERVISORS AS EMPLOYEE WAGES:** *Recommend to Board of Auditors*
\$28.00/hour
- Mr. Erb made a motion to approve all the appointees as listed above; second by Mr. Fox. All voted in favor.**
- SEWAGE ENFORCEMENT FEES:** *Resolution 2026-2 (Approval under New Business)*
- TOWNSHIP ENGINEER:** *RETTEW*
- Mr. Erb made a motion to retain Rettew as Township Engineer; second by Mr. Fox. All voted in favor.**

REGULAR MEETING:**PUBLIC COMMENTS**

LaTrobe Barnitz of the Manheim Library thanked the Board for the donation of \$10,000 that was added to the 2026 Budget and for appointing 2 new board members. He reported that in 2025 they issued 682 new library cards (104 to Rapho Township residents) bringing the total number of cards issued to Rapho residents to 1066. There was also an increase of 1800 items available for check out. Mr. Barnitz introduced the new Library Board President, Dorothy Love and one of the new board members appointed by Rapho's Board, Victoria Miller.

Mr. Fry said in the past the Library Board has been dysfunctional, and it is important that a library board is not dysfunctional. He feels there needs to be communication with the community and transparency should be expected. Mr. Fry also said it is important that the library knows what its role is and how it will serve the community in 2026. Mr. Erb said he really appreciates the fact that the Manheim Library did not post negative comments on social media concerning the Township Board's 2026 contribution. Mr. Fox said he believes transparency is very important and hopes the new members can work together to show the community the value of the library. The Board thanked the members of the Manheim Library Board for their willingness to serve.

CHAIRMAN'S COMMENTS - None

PLANNING

Mr. Erb made a motion to accept the Zoning Officer's December Report; second by Mr. Fox. All voted in favor.

OLD BUSINESS

Mr. Fox made a motion to approve Resolution 2006-1 approving an Intergovernmental Cooperation Agreement with Manheim Borough and Penn Township to reimburse Manheim Borough for a portion of the cost of housing the Penn State Life Lion EMS unit, and to authorize township officials to execute the related agreement; second by Mr. Erb. All voted in favor.

NEW BUSINESS

Mr. Fox made a motion to approve Resolution 2006-2, appointing the Township Sewage Enforcement Officer and alternate Sewage Enforcement Officers for 2026 and their fee schedules; second by Mr. Erb. All voted in favor.

Peter Wertz of McNees Wallace addressed the Board on behalf of Carl and Nancy Garman and explained the reason they are asking for a 1-year extension to the deadline of their Conditional Use Hearing Decision (CU-2023-47). **Mr. Erb made a motion to approve the request from Carl & Nancy Garman for a 1-year extension to the deadline of their Conditional Use Hearing Decision (CU-2023-47) to submit the Land Development Plan for their project, making the new deadline January 18, 2027; second by Mr. Fox. All voted in favor.**

Mr. Fox made a motion to approve the request from Make-a-Wish to utilize Township roadways for their convoy on Saturday, May 9, 2026 and to approve the Indemnification Agreement with Make-a-Wish and authorize township officials to execute the agreement; second by Mr. Erb. All voted in favor.

The December 2025 Earned Income Tax Report was distributed and reviewed. The total revenue for 2025 was approximately 3.52% behind budget.

CORRESPONDENCE

December, 2025 Newsletter – Milanof-Schock Library

Notification of intent to submit application PA DEP – Milton Grove Road bridge replacement over Back Run - Penn DOT

APPROVAL OF THE DISBURSEMENT LIST – Mr. Erb made a motion to approve the disbursement list and pay the bills; second by Mr. Fox. All voted in favor.

There being no further public business or public comments, the meeting adjourned at 7:36PM.

Respectfully Submitted,

Melva J. Kready
Recording Secretary