

**Arendtsville Borough Council**  
**1 Chestnut Street**  
**P.O. Box 508**  
**Arendtsville, PA 17303**

November 12, 2025

**ATTENDANCE:** The monthly meeting of the Arendtsville Borough Council was held on November 12, 2025, at 6:30 p.m. at the AVS Community Center, 1 Chestnut Street, Arendtsville. The following council members were present: John Menges, Brenda Shull Pollard, Chris Swartz, John Campo, and Paula Martin. Also in attendance were Secretary Maddi Kuhn, Superintendent Ron Cooper, President Jay Johnson, and Mayor David Laughman. Absent from the meeting was council member Ken Shafer.

**CALL TO ORDER:** President Jay Johnson, called the Council meeting to order at 6:31 pm and everyone in attendance recited the Pledge to the American flag.

**GUESTS:** Reporter Mary Grace Kauffman, April Jones, and Karen Menges were in attendance.

**MINUTES: A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED BY JOHN CAMPO TO APPROVE THE MINUTES OF SEPTEMBER 10, 2025, MEETING. MOTION CARRIED BY A 7/7 VOTE.**

**BILLS: A MOTION WAS MADE BY CHRIS SWARTZ AND SECONDED BY PAULA MARTIN TO APPROVE THE FOLLOWING SEPTEMBER 2025 BILLS: GENERAL - \$16,598.95; WATER - \$14,179.09; SEWER - \$11,231.778; PAYROLL - \$18,979.04 STATE - N/A. MOTION CARRIED BY A 7/7 VOTE.**

**BOROUGH SUPERINTENDENT:**

- General Boro: Superintendent's report was reviewed. It was again a busy month for the guys. Mark mowed where the trees are to be planted. Jay is to go down and make sure enough was mowed.
- Water and Sewer:
  - The November 2025 Water/Sewer report showed the average gallons of water pumped per day were 55,842; average gallons of sewer treated per day were 41,771; average difference was 14,071. With the average water number creeping higher, we are on the look for a leak. We did have a resident that had a water softener that was constantly running. The resident was able to fix their water softener so that it stopped running. The guys are still looking for a leak just in case.

**CODE ENFORCEMENT:** Not Submitted

**MAYOR'S REPORT:**

- The October 2025 Mayors Report was reviewed. David is going to investigate a Zoning Hearing Board Solicitor at his upcoming Adams County Meeting.

**BUILDING AND GROUNDS:**

- No active gym membership currently.

**FINANCE:**

- Council stated that fund balances look good!

- **Water/Sewer Rates**
  - After much discussion council has decided to propose to raise the rates for water, sewer, and water surcharge.
    - ◆ \$5.00 per EDU for water
    - ◆ 50 Cents Per 1,000 gallons greater than 7,000 gallons for Water Surcharge
    - ◆ \$20 per EDU per Quarter for sewer
- **Budget Review**
- **EXECUTIVE SESSION:** Council Members entered executive session at 6:44 pm to discuss pay increases.
- **RECONVENE:** At 6:50 pm Council reconvened into regular session.
- **A MOTION WAS MADE BY JOHN MENGES AND SECONDED JOHN CAMPO TO ADVERTISE THE PROPOSED 2026 BUDGET. MOTION CARRIED BY A 6/6 VOTE.**
- **Keying the Building**
  - Discussion about rekeying the building came to surface when Maddi and Karen figured out how many keys people have lost, and the fact that the building has not been rekeyed in over 10 years.
  - It was also brought up that anyone that has a key to the building can access the office, all files, and everything in the keep forever room. The new system will allow only those that need access to the office to have it, while other keys will get you into the building, but not the office.
  - There are two options to choose from, with the biggest difference being a new panic bar on the back door, which would include a lock on the outside of that building so that both doors out back would have a safer locking system.
- **A MOTION WAS MADE BY JOHN MENGES AND SECONDED BRENDA SHULL POLLARD TO APPROVE OPTION 1 FOR \$1,700 TO REKEY THE BOROUGH OFFICE BUILDING. MOTION CARRIED BY 6/6 VOTE.**
  - **No tax Increase for 2026, we will revisit this for 2027.**

**WATER/SEWER/HIGHWAY: N/A**

**PERSONNEL:**

- Awarded Karen Menges with her 10 Year certificate, council thanks her for her dedication to the borough and all the work that she has done.
- Requested to go into executive session at the end to discuss a personnel matter.

**PLANNING COMMISSION:** No Meeting

**MUNICIPAL AUTHORITY:** Meeting was on October 20,2025, minutes were reviewed.

**CORRESPONDENCE:**

- October 2025 State Police Report- Not Submitted
- October 2025 Arendtsville Fire Co. Run Report – Not Submitted

**OLD BUSINESS:**

- **Zoning Member**
  - Resolution 2025-3: Ratification of Prior Appointments

- **A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED PAULA MARTIN TO APPROVE THE RESOLUTION 2025-3: ZONING HEARING BOARD FOR PRIOR APPOINTMENTS. MOTION CARRIED BY 7/7 VOTE.**
  - Resolution 2025-4: Appointment Due To Vacancy
  - **A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED JOHN MENGES TO APPROVE THE RESOLUTION 2025-4: ZONING HEARING BOARD FOR PRIOR APPOINTMENTS. MOTION CARRIED BY 7/7 VOTE.**
- **Zoning Hearing Board Solicitor**
    - No update on this, Butler is still looking for someone willing to do it.
  - **Trash Contract-**
    - **A MOTION WAS MADE BY PAULA MARTIN AND SECONDED JOHN CAMPO TO ACCEPT WASTE CONNECTIONS BID, OPTION 1. MOTION CARRIED BY 7/7 VOTE.**
  - **Chestnut Street Work**
    - Rob Reed emailed Maddi on 11/12/2025 stating that the project start day was pushed back to December 1, 2025. Ron requested a meeting with Rob Reed to discuss this, as we are not sure if paving in December is a good idea since we will be plowing, and having bad weather possibly at this time.

**NEW BUSINESS:N/A**

**EXECUTIVE SESSION:** Council Members entered executive session at 8:02 pm to discuss a personnel matter.

**RECONVENE:** At 8:26 pm Council reconvened into regular session.

**TABLED BUSINESS:**

- 660 Winding Road Water Agreement (Karen)
- Sidewalks (Karen)
- General Code (Karen)
- Newsletter (Maddi)
- Hometown Hero: (Maddi)
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**WORKSHOPS, SEMINAR, CONFERENCES:**

**ANNOUNCEMENTS:**

There being no further business, **A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED BY JOHN MENGES TO ADJOURN THE MEETING. MOTION CARRIED BY A 7/7 VOTE.** Meeting adjourned at 8:27pm.

**NEXT MEETING:** November 12, 2025: 6:30 pm

Respectfully Submitted,



Madeline D. Kuhn  
Arendtsville Borough Secretary