

# BOARD OF SUPERVISORS REORGANIZATION MEETING - January 5, 2026

Minutes of the Pequea Township Board of Supervisors reorganization meeting held at 7:00 on January 05, 2026 at the Pequea Township Municipal Building.

## Present at the meeting were:

Harry Lehman, Chairman  
Tom Haas, Vice-Chairman  
Jeff Kreider, Supervisor  
Eric Lucas, Supervisor  
Michael Novak, Supervisor  
Dawn Rineer-Twp. Administrator

## Others present:

Ken Stauffer      Wyatt Ledman  
Kosta Kontanis    Jason Kreider  
Officer Mellot    Rob Mellinger  
Frank Cazillo     Don Homsher  
Judge Benner     Mark Meyer  
Robert Reidenbach, Twp. Rec. Sec.

**CALL TO ORDER:** Chairman Lehman called the meeting to order at 7:00 PM.

Pledge of Allegiance

## ANNOUNCEMENTS:

- Chairman Lehman moved to move item #45 up to become item #12 on the agenda followed by Judge Benner swearing in the zoning and vacancy chair appointees and the elected auditor. Supervisor Lucas seconded the motion. All voted in favor.

## PUBLIC COMMENTS: none

## ORGANIZATION:

### 1. Appoint Chair of the Board of Supervisors

Supervisor Lucas moved to appoint Harry Lehman as Chairman of the Board of Supervisors. Supervisor Kreider seconded the motion. All voted in favor.

### 2. Appoint Vice-Chairman of the Board of Supervisors

Supervisor Kreider moved to appoint Tom Haas as Vice-Chairman of the Board of Supervisors. Supervisor Lucas seconded the motion. All voted in favor.

### 3. Appoint Secretary

Supervisor Novak moved to appoint Jennifer Robinson as township secretary. Chairman Lehman seconded the motion. All voted in favor.

### 4. Appoint Assistant Secretary

Chairman Lehman moved to appoint Dawn Rineer as assistant secretary. Supervisor Kreider seconded the motion. All voted in favor.

**5. Appoint Assistant/recording Secretary**

Vice-Chairman Haas moved to appoint Robert Reidenbach as assistant/recording secretary. Supervisor Lucas seconded the motion. All voted in favor.

**6. Resolution-Appoint Township Treasurer/Township Administrator**

Chairman Lehman moved pass **Resolution #760-2026** appointing Dawn Rineer as Township treasurer/Township Administrator. Vice-Chairman Haas seconded the motion. All voted in favor.

**7. Resolution-Appoint Assistant Treasurer**

Supervisor Lucas moved to pass **Resolution #761-2026** appointing Jennifer Robinson as assistant treasurer. Supervisor Novak seconded the motion. All voted in favor.

**8. Appoint Roadmaster**

Vice-Chairman Haas moved to appoint Brandon Suter as roadmaster. Supervisor Kreider seconded the motion. All voted in favor.

**9. Resolution-Appoint Zoning Hearing Board Member-Term Ending January 06, 2031**

Chairman Lehman moved to appoint Mark Meyer to the Zoning Hearing Board for a term ending 01/06/2031 via **Resolution #762-2026**. Vice-Chairman Haas seconded the motion. All voted in favor.

**10. Resolution-Appoint Zoning Hearing Board Alternate-Tern ending January 03, 2029**

Chairman Lehman moved to appoint Ken Stauffer as Zoning Hearing Board alternate for a term ending 01/02/2029 via **Resolution #763-2026**. Supervisor Novak seconded the motion. All voted in favor.

**11. Resolution-Appoint Zoning Hearing Board Alternate-Term ending January 02, 2029**

Chairman Lehman moved to appoint David Espenshade as Zoning Hearing Board alternate for a term ending 01/02/2029 via **Resolution #764-2026**. Supervisor Novak seconded the motion. All voted in favor.

**12. Appoint Vacancy Board Chair**

Vice-Chairman Haas moved to appoint Frank Cazillo as Vacancy Board Chair for 2026. via **Resolution #769-2026**. Chairman Lehman seconded the motion. All voted in favor.

**\*\* At this time, Judge Benner swore in the Zoning Hearing Board members and alternates, the Vacancy Chair, and the auditor.**

**13. Set Township Hours for 2026 @ 9:00 am -4:30 pm Monday-Thursday**

Supervisor Kreider moved to set the township office hours as 9:00-4:30 pm Monday thru Thursday.

Vice-Chairman Haas seconded the motion. All voted in favor.

**14. Set Amount of Treasurer Bond**

Supervisor Novak moved to set the treasurer's bond at \$2,000,000.00. Supervisor Lucas seconded the motion. All voted in favor.

**15. Resolution- Appoint Chief Administrative Officer of the Non-Uniformed Employees' Pension Plan (Res. #765-2026)**

Chairman Lehman moved to pass **Resolution #765-2026** appointing Dawn Rineer as chief administrative officer of the non-uniformed employees' pension plan. Supervisor Lucas seconded the motion. All voted in favor.

**16. Resolution- Appoint Chief Administrative Officer of the Uniformed Employees' Pension Plan (Res. #766-2026)**

Chairman Lehman moved to pass **Resolution #766-2026** appointing Dawn Rineer as chief administrative officer of the uniformed employees' pension plan. Supervisor Kreider seconded the motion. All voted in favor.

**17. Resolution- Appoint Depositories for 2026-PNC Bank and PLIGIT Account (Res. #767-2026)**

Chairman Lehman moved to pass **Resolution #767 -2026**, a resolution appointing PNC Bank and PLIGIT as **depositories for 2026**. Supervisor Novak seconded the motion. All voted in favor.

**18. Appoint Benecon Benefits Administrator**

Vice-Chairman Haas moved to appoint Dawn Rineer as the Benecon Benefits administrator. Chairman Lehman seconded the motion. All voted in favor.

**19. Appoint Road/Park Crew Liaison**

Chairman Lehman moved to appoint Tom Haas as the road crew/park liaison. Supervisor Kreider seconded the motion. All voted in favor.

**20. Appoint Legal Liaison**

Supervisor Kreider moved to appoint Harry Lehman as legal liaison. Supervisor Lucas seconded the motion. All voted in favor.

**21 Appoint Police Liaison**

Supervisor Novak moved to appoint Harry Lehman as police liaison. Supervisor Lucas seconded the motion. All voted in favor.

**22. Appoint Administrative Liaison**

Vice-Chairman Haas moved to appoint Harry Lehman as administrative liaison. Supervisor Kreider seconded

the motion. All voted in favor.

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**23. Appoint Volunteer Fire Company Liaison**

Chairman Lehman moved to appoint Michael Novak as fire company liaison. Vice-Chairman Haas seconded the motion. All voted in favor.

**24. Appoint Voting Delegate for PSATS Conference**

Supervisor Kreider moved to appoint Eric Lucas as voting delegate for the PSATS conference. Vice-Chairman Haas seconded the motion. All voted in favor.

**25. Appoint Community Block Grant Program Representative**

Chairman Lehman moved to appoint Michael Novak as Community Block Grant Program Representative. Supervisor Kreider seconded the motion. All voted in favor.

**26. Authorize Representative for Declaration of Snow and Ice Emergencies**

Supervisor Lucas moved to authorize Harry Lehman and Tom Haas as representatives for the declaration of snow and ice emergencies. Supervisor Novak seconded the motion. All voted in favor.

**27. Resolution- Authorize revision of Fee Schedule for fees charged in connection with the Township Zoning Ordinance Applications and other fees associated with the administration of the Township (Res. #768-2026)**

Chairman Lehman moved to pass **Resolution #768-2026** authorizing the revision of the fee schedule for the year 2026. Vice-Chairman Haas seconded the motion. All voted in favor.

**28. Set Mileage Reimbursement Rate for 2026**

Supervisor Kreider moved to set the mileage reimbursement rate for 2026 at \$.725 per mile. Supervisor Novak seconded the motion. All voted in favor.

**29. Appoint Zoning Officer**

Supervisor Novak moved to appoint Mark Deimler /Solanco Engineering as the Township's zoning officer. Supervisor Lucas seconded the motion. All voted in favor.

**30. Appoint Building Code Official and Code Enforcement Officer**

Vice-Chairman Haas moved to appoint Mark Deimler/Solanco Engineering as the Township's Building Code Official and Code Enforcement officer. Supervisor Lucas seconded the motion. All voted in favor.

**31. Set Zoning Hearing Board Members' Rate of Pay**

Vice-Chairman Haas moved to set the rate of pay for the Zoning Hearing Board members at \$40.00 per meeting. Chairman Lehman seconded the motion. All voted in favor.

**32. Appoint (2) Planning Commission Members for a term of 4 years to end 1/7/2030**

Supervisor Lucas moved to appoint Robert Heckrote and Craig Patterson for a term of 4 years to the Planning Commission, term ending 1/7/2030. Chairman Lehman seconded the motion. All voted in favor.

**33. Appoint UCC Inspection Agency (1 of 2)**

Supervisor Kreider moved to appoint Commonwealth Code as the UCC inspection agency. Chairman Lehman seconded the motion. All voted in favor.

**34. Appoint UCC Inspection Agency (2 of 2)**

Supervisor Novak moved to appoint Code Administrators, Inc, as the UCC inspection agency. Supervisor Kreider seconded the motion. All voted in favor.

**35. Appoint Township Engineer**

Chairman Lehman moved that we appoint Mark Deimler/Solanco Engineering as the Township's engineer. Vice-Chairman Haas seconded the motion. All voted in favor.

**36. Appoint Alternate Engineer**

Vice-Chairman Haas moved to appoint Scott Hain/David Miller Associates as an alternate engineer. Supervisor Lucas seconded the motion. All voted in favor.

**37. Appoint Engineer for Municipal Separate Storm Sewer System (MS4)**

Chairman Lehman moved that we appoint Hanover Engineering for Municipal Separate Storm Sewer System (MS4). Supervisor Lucas seconded the motion. All voted in favor.

**38. Appoint Sewage Enforcement Officer**

Supervisor Kreider moved to appoint Mark Deimler/Solanco Engineering as sewage enforcement officer. Chairman Lehman seconded the motion. All voted in favor.

**39. Appoint Alternate Sewage Enforcement Officer**

Supervisor Novak moved to appoint Derrick Jamison as alternate sewage enforcement officer. Supervisor Lucas seconded the motion. All voted in favor.

**40. Appoint Township Solicitor**

Vice-Chairman Haas moved to appoint Dethlefs, Pykosh and Murphy as the Township's solicitor. Supervisor Novak seconded the motion. All voted in favor.

**41. Appoint Open records Officer**

Vice-Chairman Haas moved to appoint Dethlefs, Pykosh and Murphy as our open records officer.

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Supervisor Lucas seconded the motion. All voted in favor.

**42. Appoint Emergency Management Coordinator**

Supervisor Novak moved to appoint Mike Hall as emergency management coordinator. Supervisor Kreider seconded the motion. All voted in favor; none opposed.

**43. Appoint Deputy Emergency Management Coordinator**

Supervisor Kreider moved to appoint John Michener as our deputy emergency management coordinator. Chairman Lehman seconded the motion. All voted in favor.

**44. Appoint Assistant Emergency Management Coordinator**

Chairman Lehman moved to appoint Bill Birchall as the Township's assistant emergency management coordinator. Supervisor Lucas seconded the motion. All vote in favor.

**45. Resolution-Appoint Real Estate Tax Collector**

Chairman Lehman moved to pass **Resolution #769-2026** appointing the County of Lancaster, PA as our real estate tax collector. Vice-Chairman Haas seconded the motion. All voted in favor.

**46. Appoint Member of LIMC (Lancaster Intermunicipal Committee)**

Chairman Lehman moved to appoint Jeff Kreider as the Township's member to the Lancaster Intermunicipal Committee. Supervisor Lucas seconded the motion. All voted in favor.

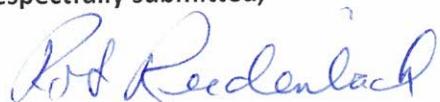
**47. Appoint Township Supervisor, Tom Haas, to part-time Road Crew employee**

Chairman Lehman moved to appoint Township Supervisor Tom Haas as a part-time township road crew employee. Supervisor Novak seconded the motion. All voted in favor.

**NEW BUSINESS:** none

Meeting adjourned at 7:34 PM

Respectfully submitted,



Rob Reidenbach, Township recording secretary