

Elmer Borough Land Use Board
Minutes of Board Meeting
Thursday, December 4th, 2025

The meeting of the Elmer Borough Land Use Board was held on Thursday, December 4th, 2025, at 6:30 p.m. in the Elmer Borough Hall, Council Chambers and also virtually via Zoom. The meeting was called to order at 6:50 p.m., after all participants were able to join.

Secretary Dawn Williams read the Open Public Meetings Act Statement. No action was taken.

Present at the meeting were Vice-chairman Jay DuBois, Linda Herrmann, Chairman Lewis Reed, Heather Runyon (zoom), and Secretary Dawn Williams. Marc Adams, Ernie Buff, Councilwoman Lynda Davis, David Newkirk, and Mayor Joseph Stemberger were absent. Attorney Joseph DiNicola Sr. and Engineer Teal Jefferis were also absent.

Vice-chairman Jay DuBois motioned and Linda Herrmann seconded to approve the Board Minutes from November 6th, 2025. The motion was unanimously carried.

Secretary Dawn Williams provided information regarding municipal board members online trainings. Members are encouraged to complete before December 31st, 2025. No action was taken.

Chairman Lewis Reed shared that Attorney Adam Telsey will apply to serve as Land Use Board Attorney for 2026. No action was taken.

Chairman Lewis Reed shared that our Master Plan needs to be updated. A professional planner will be suggested to Borough Council. No action was taken.

Secretary Dawn Williams commented that the Fee Schedule may need to be updated. No action was taken.

Chairman Lew Reed and Secretary Dawn Williams discussed maintaining an "application progress" form in order to keep track of applications. No action was taken.

The next Land Use Board meeting is scheduled for Thursday, January 8th, 2026, at 6:30 p.m., both in-person and virtually via Zoom.

At 7:15 p.m. Secretary Dawn Williams motioned and Vice-chairman Jay DuBois seconded to adjourn the meeting. The motion was unanimously carried.

Respectfully submitted,
Dawn M. Williams
Land Use Board Secretary