JIM THORPE BOROUGH COUNCIL MEETING
September 11, 2025
MINUTES

Meeting called to order at 6:35 p.m. by President Strubinger with the pledge of allegiance and a moment of silence for the armed forces, first responders, and their families, and the victims of 9/11.

Roll Call of Members

Police Chief Schatz-absent	Mayor Cinicola-absent	Mike Yeastedt
Borough Manager Sterner	Connor Rodgers	Ted LaRizzio
Borough Secretary Klotz	Tom Chapman	Sydney Wernett
Solicitor Nanovic	Joanne Klitsch	Greg Strubinger
Sewer Sup. Nahhas	Water Sup. Sterner	Engineer Tori Morgan
Engineer Scott Grundowski		

Announcements

The Borough is accepting letters of interest for two (2) vacancies on the Shade Tree Committee, terms ending December 31, 2028 and December 31, 2025. If anyone is interested, please submit a letter of interest.

There is a vacancy on the International Property Maintenance Board. This is a five-year term expiring December 31, 2029. If interested, please submit your letter of interest.

There is a vacancy on the Zoning Hearing Board (Alternate seat). This is a three-year term that expires December 31, 2027. Anyone interested in this seat should submit a letter of interest.

Borough Council held Executive Session on September 9th.

There will be a Victorian House Tour on September 14th from 12:00 p.m. until 5:00 p.m. which will include the Asa Packer Mansion. The Victorian House Tour benefits the Dimmick Library.

The Borough Office will be closed on September 22nd and September 23rd to relocate into Memorial Hall.

This year's Halloween Parade will be on Saturday, October 25th at 2:00 p.m. with a rain date of October 26th.

Trick or Treat will be held on Thursday, October 30th from 6:00 p.m. to 8:00 p.m.

Leaf Collection will take place from October 29th through November 19th.

The Fall Tire & Electronics Recycling Event will take place on Saturday, November 1st from 7:00 a.m. through 11:30 a.m. Greg Strubinger and Connor Rodgers are hoping to move the event in front of Memorial Hall and are working on the details.

A reminder for residents: pertinent information for residents can be found and received through the Borough's All-Call, website, and Facebook page. Residents can sign up for the All-Calls through the Borough's website; just click on the Civic Ready button on the homepage to sign up.

Mayor's Report
NONE

Public Comment
Carl Benner – He explained his neighbor finally cut the grass, but has not yet trimmed the bushes. He thanked Council for getting his neighbor to take action on caring for the property.

Keri Gallagher – She was there to discuss the Bed & Breakfast at 732 North Street. She claimed the B&B is operating without permits and their guests are not parking in their parking lot. It was explained because it's been a Bed & Breakfast since 1999 and has not changed the usage, the permit stays with the property and does not need to be renewed.

AJ Patruzzi – He requested an update on 44 and 46 Coal Street. He informed Council the resident living at 211 North Street made their own driveway and has been driving up over the sidewalk and parking in the grass. Manager Sterner explained the owner of 46 Coal Street was taken to court, found guilty, and paid a fine. The Zoning and Building Codes Officer has a meeting with the owner of 44 Coal Street on the 16th.

Bill Malatak – He is upset that the Park is not completed. He said the kids had nothing for them this summer. He is also upset there is nothing for seniors to do at the park. Tom Chapman said he spoke with the contractor who is working on the park. They will be meeting on Monday to discuss the project. He explained it's been hard getting the contractor to come to the park to get the required work completed. Bill Malatak discussed his opposition of the Silk Mill Dam Removal Project and the Timber Harvest proposal. Greg Strubinger asked him what he would like to see be offered for seniors and kids.

Public Hearing
NONE

SALDO (Subdivision and Land Development Ordinance)
MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Kanick Minor Subdivision dated April 2, 2025 (revised June 17, 2025) time extension through October 21, 2025.** Secretary Klotz explained Planning Commission would not recommend approving the plans until County Planning has had a chance to review the revised drawings and the Kanick's have updated the drawings per Kerry Good's review letter. Motion carries 7-0.

Action
MOTION by Jonne Klitsch, second by Mike Yeastedt to **offer employment to Ryan Rehatchek as a Police Officer, with a start date of September 28.** Ryan was in attendance for his swearing in by Solicitor Nanovic. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **authorize the Solicitor to draft an agreement with the understanding the water and sewer would be connected to 57 High Street, but not turned on until the tapping fees are resolved.** Andrew Roberts requested to accept the money for the actual connection of water and sewer to 57 High Street. He said he wasn't there to talk about tapping fees, just the connection fee. Greg Strubinger explained the fear of allowing this, the Borough would not receive the tapping fees. Andrew Roberts explained he does not want this to drag the work into the winter. He said he will sign a contract stating he understands the water will not be turned on until the tapping fees situation is resolved. Solicitor Nanovic explained what tapping fees are and what connection fees are. He felt the Borough could proceed with the request. Andrew would be paying for the actual work

done to make the connection. Andrew Roberts explained it would also help to get the connection done in the exact spot he would like it. Mike Yeastedt explained the hope was to work out the stormwater inlets work around the intersection of High Street and Race Street along with the UGI gas line work. UGI would then pave that section and the road would not have to be dug back up. Manager Sterner asked Water Supervisor Sterner and Sewer Supervisor if they would have time to complete the connection work this year. Water Supervisor Sterner said it would take less than a day. Sewer Supervisor Nahhas explained he has to hire a contractor to complete the concrete coring. Andrew Roberts explained that's not a problem because there is still time weather wise and could work out the arrangements. Connor Rodgers asked if the proposals for the actual hookup are still accurate. Manager Sterner explained the numbers for 2025 would need to be bumped up. Andrew Roberts said he understands he will be paying the actual connection fees. Motion carries 7-0.

Andrew Roberts handed out a packet about tapping fees to Council. He explained the current EDU chart does not indicate indoor or outdoor seating. If you follow the guidelines of number of seats times 0.2, his current restaurant should use around 44,000 gallons a month. Eight years of records show the Marion Hose a maximum of 22,000 gallons. This usage is more in line with a tavern on the EDU chart. Kidder Township's EDU chart includes indoor and outdoor seating. Their chart is more in line with actual usage. He also explained there are other businesses in the Borough within the last 10 or so years who did not pay additional tapping fees when a change of use was submitted and approved. Tori Morgan from Entech Engineering explained the way tapping fees are set up is based on per seat. Andrew Roberts explained his grease traps are cleaned every six months and should have a minimal impact on the wastewater treatment plant, as was discussed at the Work Session meeting. Tori Morgan explained everything comes down to capacity. The numbers are built in based on what the specific plant and collection use are. Every few years, the Borough reevaluates this with a study to ensure the numbers are accurate.

Timber Harvesting – Zak from Keystone Timber and Forestry was in attendance to answer any questions Council have on the Request for Bids for the Silk Mill Run Tract. Manager Sterner reviewed the Proposal and explained it's not clearly defined who is responsible for the development of an E&S Plan. The proposal also states any disturbance of 25 or more acres requires a permit and asked who would be responsible for obtaining this permit. Zak explained the buyer is responsible for the E&S Plan. Never in the past 10 years since he has been doing this job has his company disturbed 25 acres or more. Manager Sterner asked Borough Council if they would like the Borough's Engineer to review the plans and proposal. It will be an extra cost. Zak explained Keystone pays for items like this upfront and put the costs on the buyer in the prospectus. Manager Sterner explained no Zoning or Stormwater Management permits will be needed. Solicitor asked how Section 3 in the prospectus is calculated. Zak explained they can change the verbiage to say not to exceed $7,500.00. Mike Yeastedt explained the Borough received an email from another forestry company claiming the proposed harvest will bring in invasive species. Zak explained there is always a chance for invasive species, but Keystone does everything it can to minimize the chances of that happening. Bill Malatak had questions on how the timber harvest works. Zak answered his questions and explained how the harvesting process work. Borough Council did not take action on this item.

Bob Schaninger – He explained he didn't realize you needed to sign in for Public Comment. He is able to train individuals for CDL's and tried to train members of the Fire Department, but was never able to. He never realized the rift between the 2 stations was as big as it is. He explained he thinks Charlie should be a Fire Commissioner based on his experience.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Council Meeting Minutes from August 7, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Council Meeting Minutes from August 14, 2025.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Expenditures from all Funds as presented.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Rodgers to **approve the Treasurer's Report.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Ted LaRizzio to **approve the Line Item Transfers.** The transfers are in General Fund, Sanitation, and Water. Motion carries 7-0.

Facilities Projects
Public Works Building
MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Reading Mechanical Payment Application #11 totaling $89,236.35.** This is for work completed and materials purchased through August 19, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Bracy Certificate of Substantial Completion.** This officially declares their portion of the project sufficiently completed. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Bracy Change Order #9 for a credit of $27,951.90 and Bracy Payment Application #20 totaling $385,482.80.** This is for work completed and materials purchased through August 31, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastest, second by Sydney Wernett to **approve the Project Management Inspection Services Cost Adjustment Request.** This request is to include Zurawa Invoices from the project in with the funding available. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #21 totaling $551,550.65.** This includes Reading Mechanical Payment Application #11, Bracy Payment Application #20, and all Zurawa Invoices for the entirety of the project. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Interim Loan Modification for Time.** This is due to delays in the project and would extend the note until December 31, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Ordinance 2025-04 Public Works Garage Loan Closeout.** This authorizes the securing of a bond with USDA to close out the project. There was a roll call vote:

Tom Chapman – abstain
Joanne Klitsch – yes
Mike Yeastedt – yes
Ted LaRizzio – yes
Sydney Wernett – yes
Connor Rodgers – yes
Greg Strubinger – yes
Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2025-17 Public Works Garage Loan Closeout.** This authorizes the securing of a bond with USDA to close out the project. There was a roll call vote:

Tom Chapman – abstain
Joanne Klitsch – yes
Mike Yeastedt – yes
Ted LaRizzio – yes
Sydney Wernett – yes
Connor Rodgers – yes
Greg Strubinger – yes
Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the signing of the USDA Closing Documents Package.** Closing is currently scheduled for October 23, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Memorial Hall
JBM Mechanical Certificate of Substantial Completion – No action was taken because they still have remaining outstanding items to complete with the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Reading Mechanical Payment Application #13 totaling $37,965.38.** This is for work completed and materials purchased through August 19, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve GR Noto Payment Application #18 totaling $9,323.30.** This is for work completed and materials purchased through August 20, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Requisition #19 totaling $47,288.68.** This includes Reading Mechanical Payment Application #13 and GR Noto Payment Application #18. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Interim Loan Modification for Time.** This is due to delays in the project and would extend the note until December 31, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Ordinance 2025-05 Memorial Hall Project Loan Closeout.** This authorizes the securing of a bond with USDA to close out the project. There was a roll call vote:

Tom Chapman – abstain
Joanne Klitsch – yes
Mike Yeastedt – yes
Ted LaRizzio – yes
Sydney Wernett – yes
Connor Rodgers – yes
Greg Strubinger – yes
Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2025-18 Memorial Hall Project Loan Closeout.** This authorizes the securing of a bond with USDA to close out the project. There was a roll call vote:

Tom Chapman – abstain
Joanne Klitsch – yes
Mike Yeastedt – yes
Ted LaRizzio – yes
Sydney Wernett – yes
Connor Rodgers – yes
Greg Strubinger – yes
Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the signing of the USDA Closing Documents Package.** Closing is currently scheduled for October 23, 2025. Motion carries 6-0-1, with Tom Chapman abstaining due to being a subcontractor of the project.

Memorial Park Project
Phase I
MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the DCNR Extension Request letter.** The request is through December 31, 2026. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **withhold LB Construction Payment Application #8 based on the recommendation of the Engineer and send LB Construction Notice of Intent to Terminate Contract.** Engineer Scott Grundowski explained LB Construction has not sent in all of their submittals, an updated schedule, and has not verified paying their subcontractors. Motion carries 7-0.

Phase II
MOTION by Mike Yeastedt, second by Joanne Klitsch to **withhold LB Construction Payment Application #8 based on the recommendation of the Engineer and send LB Construction**

Notice of Intent to Terminate Contract. Engineer Scott Grundowski explained LB Construction has not sent in all of their submittals, an updated schedule, and has not verified paying their subcontractors. Motion carries 7-0.

Center Avenue Water Main Project

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve PACT One Payment Application #1 totaling $799,690.08.** This is for work completed and materials purchased through August 22, 2025. Connor Rodgers asked what line #46 of the payment application was for. Mike Yeastedt explained it's for the water pitchers. Connor Rodgers asked about how the paving would be completed. Manager Sterner explained the Borough is working with PennDOT. There is an area underneath the blacktop with brick. There will be a mill and overlay on the area without brick. Full paving will be next year. Connor Rodgers asked what section of Center Avenue has brick. Mike Yeastedt explained it's from the 400 block down to Walnut Avenue.

MOTION by Mike Yeastedt, second by Connor Rodgers to **authorize the Solicitor to advertise the Vehicle & Traffic Ordinance Amendment for one-way streets, stop signs, and a 15-minute parking space.** A section of South Avenue and Trap Alley and all of Race Street would be one-way. Stop signs would be added to the intersections of 5th and Oak, as well as 5th and Lehigh. The 15-minute parking space will be next to the Treasure Shop and utilized this way 7 days a week. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **authorize the Solicitor to advertise the Police Department Ordinance Amendment – update of staff positions.** This adds the corporal position**.** Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **authorize the Solicitor to advertise the Fire Department Ordinance Amendment – membership residency requirements.** This changes the officer requirement to living inside of the Borough to live outside of the Borough within a 5-mile radius. Motion carries 5-2, with Connor Rodgers and Ted LaRizzio voting no.

MOTION by Connor Rodgers, second by Ted LaRizzio to **authorize the Solicitor to advertise for a Public Hearing for a Zoning Ordinance Amendment – Non-Residential Parking Lots.** This is the first step in implementing a Parking Lot Tax. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-19 2025 LSA Monroe Lehighton Ambulance.** This authorizes the Borough to apply for grant funding on behalf of the Lehighton Ambulance for a new ambulance. Motion carries 7-0.

MOTION by Connor Rodgers, second by Sydney Wernett to **approve the Lehighton Ambulance Grant Authorization letter.** This letter authorizes the Borough to apply for the grant on behalf of the Lehighton Ambulance. Lehighton Ambulance will pledge a cash match of $50,000.00 and $50,700.00 match in equipment installation. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-20 2025 LSA Monroe Police Department Drone.** This authorizes the Police Department to apply for grant funding for a drone. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Police Grant Authorization letter.** This authorizes the Police Department to apply for grant funding for a drone. Motion carries 7-0.

Resolution 2025-21 2025 LSA Monroe Asa Packer Mansion HVAC – Secretary Klotz explained the HVAC estimate from Barry Isett was believed to be incorrect. It does not have anything about replacing the 3 geothermal units. The estimate is for a 300L BTU gas furnace plus installation.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the Asa Packer Mansion Grant Authorization letter.** This authorizes the Borough to apply for grant funding for the HVAC unit in Asa Packer Mansion. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve up to $22,750.00 of Borough funds as a match for the 2025 LSA Monroe Grant, with the Buildings & Grounds Committee to determine the final amount.** Manager Sterner explained due to the commitment of match funds for the Mansion Electrical Work and other upcoming grant applications, it was recommended for the Borough to cover the grant match. Motion carries 7-0.

Asa Packer Mansion Match Letter – No action taken.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the 2026 Police Pension Plan Minimum Obligation totaling $161,445.00.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-22 Eliminating Police Officer Pension Contribution.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the 2026 Non-Uniform Minimum Municipal Obligation totaling $147,004.00.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-23 PMRS Pension Contribution.** This amount will move up to $3.70 per hour worked to go to the Pension plan. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve Resolution 2025-24 Public Service Items to sell on Municibid.** This is to auction off a pallet of used c-channel posts. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve Resolution 2025-25 Police Department Items to sell on Municibid.** This is to sell 5 Motorola Mobile Radios, 2 Kenwood Mobile Radios, and various Police leather gear. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the highest bids received on Municibid for various Police Department items.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve a lease purchase for a Ford F550 through Mauch Chunk Trust Company, with a 4.2% interest 5-year loan.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Greg Strubinger and Brooke Klotz as authorized signers of the lease purchase for a Ford F550.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **award Duggan & Marcon as the low bidders of the Diligent Bay Window Repair/Replace Project.** Their bid was for $12,500.00. Motion carries 6-0-1, with Tom Chapman abstaining due to being the President of Duggan & Marcon.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Leinhard's proposal to replace part of the concrete sidewalk along SR 209 conditioned the work is able to be completed by September 30th.** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Tom Chapman to **approve the purchase of a tractor with snowblower attachment and cab enclosure.** This is to help assist in snow removal and other jobs in the Memorial Park complex. The cost is $9,762.39. Manager Sterner explained this was supposed to be a budgeted item for next year, but with the approval of the Line Item Transfers, there are funds currently available. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the purchase of a leaf vac attachment for the tractor.** This will help assist in the leaf cleanup and removal around Memorial Park. The cost is $2,995.00. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve the purchase of a trailer for the tractor.** The cost is $799.99. Motion carries 7-0.

MOTION by Ted LaRizzio, second by Connor Rodgers to **approve the purchase of meeting chairs for Borough Council totaling $3,445.00.** Joanne Klitsch thought the pricing for the chairs was really high. Manager Sterner explained the chairs that were being utilized for tonight's meeting have been delegated to other offices and lobbies for use. Motion carries 6-1, with Joanne Klitsch voting no.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve applying for the T-Mobile Hometown Grant for kitchen equipment for Memorial Hall.** Most of the equipment in the kitchen does not work and cannot be fixed. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve meeting with the area schools to discuss their sports needs in order to apply for the Sports Marketing & Tourism Account-Tourism Management Grant.** This grant involves bringing amateur and professional sport events to Pennsylvania with the goal of promoting year-round tourism through sports. Secretary Klotz met with Charlie Sgrillo, who is an officer for the Amateur Athletic Union (AAU) to discuss the different possibilities of refurbishing the old 9th Street Public Works Garage. Upon further discussion, it was felt the garage could be utilized as a training facility for athletes. Motion carries 7-0.

Lead Line Replacement Program – Secretary Klotz explained Pennvest will not allow the funds for the Center Avenue Water Main Project to be reloaned out for resident lead line replacement. Greg Strubinger asked what can be done for the residents who want to replace their lead lines. Manager Sterner explained residents could go through USDA for a loan, but their turn around time is not timely. She explained she will ask the local banks if they would be able to help

provide loans to residents who want to replace their lead lines, but don't currently have the funds to replace them. No action was taken.

Water & Sewer Fees New Customers; Change of Use; EDU's – This was discussed earlier in the meeting. No action was taken.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve the Kunsman Roof Maintenance Agreement**. Kunsman will inspect and maintain the roof that was replaced on the Asa Packer Mansion last year. They will come twice a year. The fee is $1,750.00 for each visit. Motion carries 7-0.

MOTION by Connor Rodgers, second by Joanne Klitsch to **have the Planning Commission review the boundary lines of the Zoning Map.** Connor Rodgers explained the map was not updated in conjunction with the current Zoning Ordinance update. It was recommended to have Planning Commission review the map and make recommendations for boundary line changes. Connor Rodgers asked what happens after Planning Commission makes their recommendations. Solicitor Nanovic explained there would be a Public Hearing and the effected property owners would need to be notified. Motion carries 7-0.

MOTION by Greg Strubinger, second by Connor Rodgers to **have Bureau Veritas review the Safety Inspection checklist for all Rental Housing Units.** This list was compiled by Planning Commission to ensure the public safety of all renters within the Borough. Jennifer Dages, who was in the audience, explained she and her husband are against the checklist and it violates the property owner's rights. Ed Gula, who was also in the audience, asked if an annual HUD inspection would work in conjunction to the checklist. He explained it is a very detailed inspection and probably more detailed than what the Borough would require. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **schedule and advertise the 2026 Budget and 2025 End of the Year meetings.** The budget meetings are on October 29th, November 5th, November 12th, and November 19th at 6:30pm (as needed). There will be a public meeting on December 11, 2025 to consider the adoption of the 2026 Budget. There will be a public meeting being held on December 30, 2025 to close out the 2025 year, pay outstanding invoices for 2025, and any other business which may come before the board. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **schedule and advertise a Tourism Improvement Meeting on September 29th at 1:30 p.m.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Joanne Klitsch to **offer employment to Applicant #11 at a rate of $18.00/hour for the Parking and Codes Enforcement Officer position.** There were no comments. Motion carries 7-0.

MOTION by Connor Rodgers, second by Ted LaRizzio to **remove Officer Rich from probation to full-time, regular employment.** He successfully completed his one-year probation period. Motion carries 7-0.

MOTION by Connor Rodgers, second by Mike Yeastedt to **approve outside advertising for the Water Treatment Plant Operator Trainee position.** There were no comments. Motion carries 7-0.

MOTION by Ted LaRizzio, second by Connor Rodgers to **appoint Mike Letourneau to the Zoning Hearing Board Alternate seat.** This is a three-year term expiring December 31, 2027. Motion carries 7-0.

MOTION by Ted LaRizzio, second by Connor Rodgers to **appoint Michael DeHart to the Kemmerer Park Association Board contingent upon receiving Edie Lukasevitch's resignation.** According to Kemmerer Park Board President Jack Sterling, Edie intends on sending in her resignation, but has not as of the meeting. The term end December 31, 2025. Motion carries 7-0.

MOTION by Greg Strubinger, second by Connor Rodgers to **deny Fritz RFA for utility late fees.** Mr. Fritz incurred late fees when he claims his payment did not process correctly online. It was discovered he had 4 different credit cards saved in the utility payment system and this is most likely what caused his payments to not process. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Connor Rodgers to **approve the Utility Lien Report (12).** There were no comments. Motion carries 7-0.

MOTION by Mike Yeastedt, second by Sydney Wernett to **approve Utility Rate Changes (3).** There were no comments. Motion carries 7-0.

Exoneration Request

MOTION by Mike Yeastedt, second by Joanne Klitsch to **approve the monthly Exoneration Report.** There were no comments. Motion carries 7-0.

Administration
NONE

Public Service (Sewer/Sanitation/Water/Streets)
Connor Rodgers thanked the Streets Department crew and the administrative staff for their help and support to the Water Department during the Center Avenue Water Main Project. He asked where the Borough advertises job postings. Manager Sterner explained postings get advertised on the Borough's website and Facebook pages, Indeed, and the Times News.

Police
NONE

Buildings/Parks
NONE

Asa Packer Mansion
NONE

Emergency Services
NONE

Old Business
NONE

Executive Session

MOTION by Connor Rodgers, second by Mike Yeastedt to **adjourn into Executive Session.** There were no comments. Motion carries 7-0. The meeting paused at 10:01 p.m.

MOTION by Mike Yeastedt, second by Sydney Wernett to **resume the meeting.** There were no comments. Motion carries 7-0. The meeting resumed at 10:29 p.m.

MOTION by Mike Yeastedt, second by Ted LaRizzio to **approve a $2.00/hour raise for Employee #383 contingent upon updating the job description the employee.** There were no comments. Motion carries 7-0.

Adjourn

MOTION by Mike Yeastedt, second by Sydney Wernett to **adjourn the meeting.** There were no comments. Motion carries 7-0. The meeting ended at 10:29 p.m.

Respectfully Submitted,

Brooke Klotz
Assistant Borough Manager/Secretary