

MINUTES

REGULAR COUNCIL MEETING July 7, 2025 6:00PM Council Meeting

THE BUSINESS OF THE COUNCIL SHALL BE CONDUCTED IN THE FOLLOWING ORDER:

1. Call to Order by presiding officer
Moment of silence, Pledge of Allegiance.
2. Roll Call (if quorum is not present, the meeting shall thereupon be Adjourned to a specific date by the majority vote of those present)
3. Review and approval of agenda.
4. Presentation
5. Citizen Correspondence/Personal Appeals - Agenda Items
6. Business Not Ready for Action or No Action Needed
7. Old Business
8. Introduction of Ordinances and Resolutions
9. Consent Agenda
10. New Business
11. Added Items
12. Citizen Correspondence/Personal Appeals - Non-Agenda Items
13. Adjournment

ITEM 1. CALL TO ORDER BY PRESIDING OFFICER: Council President Robert Lewis

ITEM 2. ROLL CALL (Attendance)

<u>COUNCIL MEMBERS</u> <u>& MAYOR</u>	PRESENT	ABSENT	<u>OFFICERS</u>	PRESENT	ABSENT
LEWIS	<u>X</u>	<u> </u>			
JARRETT	<u>X</u>	<u> </u>	Chief of Police	<u>X</u>	<u> </u>
KARAFINSKI	<u>X</u>	<u> </u>	Solicitor	<u> </u>	<u>X</u>
LEARN	<u>X</u>	<u> </u>	Engineer	<u> </u>	<u>X</u>
MOCCIA	<u>X</u>	<u> </u>	DPW Foreman	<u>X</u>	<u> </u>
TROIANI	<u> </u>	<u>X</u>	Reporter(s)	Susan Schwartz (PE)	
WOZNIAK	<u>X</u>	<u> </u>	Fire Chief	<u>X</u>	<u> </u>
MAYOR BURKE	<u>X</u>	<u> </u>	Code Enforcement	<u>X</u>	<u> </u>
Borough Manager	<u>X</u>	<u> </u>			

ITEM 3. REVIEW & APPROVE CURRENT AGENDA:

Discussion - None

Motion: Mr. Learn Second: Mr. Karafinski

All in favor, agenda approved.

ITEM 4. PRESENTATION: CDBG FFY 2025 Annual Action Plan Final Public Hearing

ITEM 5. Citizen Correspondence / Personal Appeals - Agenda Items

None

ITEM 6. BUSINESS NOT READY FOR ACTION:

1. Downtown Parking - Borough Manager discussed results of recent meeting with downtown business owners, during which downtown parking was discussed. It was mentioned that most parking issues aren't related to the amount of spaces, but that they're being used by employees for all-day parking, not the mandated two-hour parking. Council asked that Borough Manager sent letters to businesses in the downtown asking that they remind employees that spaces on the main street are not for all-day parking.
2. Around the Table
 - a. Mr. Kytte - Sponsler Park project is ongoing. DPW is doing its best to keep up with vacant properties.
 - b. Mayor Burke - Bank may be interested in sponsoring summer concerts. Going to work on recognition for the pool's tenth year. Discussed the possibility of making an alley one way, due to resident concerns. Borough Manager will draft an ordinance for Council to consider advertising regarding the alley.
 - c. Acting Chief of Police Rafferty - Two officers were recently recognized for their actions that saved a man's life. Introduced a pair of programs for children, one that will give stuffed animals during potentially traumatic events, and one that will give ice cream coupons for kids seen doing good things by police.
 - d. Councilman Moccia - Questioned Fire Chief on legality of individual using an old fire truck for his business. Variety of codes questions.
 - e. Councilman Karafinski - Noted that he had heard a lot of positive remarks about how nice the fireworks were this year.
 - f. Councilman Learn - Questioned whether it would be possible to have a more definite start time for fireworks in the future.
 - g. Fire Chief Coolbaugh - Noted that Councilwoman Wozniak has been certified for stress debriefing, which will be a help to the fire department. Requesting a commendation for two people who acted quickly to save a house from burning down.

ITEM 7. OLD BUSINESS:

None

ITEM 8. APPROVAL OF ORDINANCES AND RESOLUTIONS:

1. Ordinance No. 2025-02: Vacating an Unopened Alley

Discussion: None

Motion: Mr. Karafinski Second: Ms. Wozniak ☒ Approved, ☐
Denied, ☐ Tabled

All in favor, ordinance approved.

2. Ordinance No. 2025-03: Vacating an Unopened Alley

Discussion: None

Motion: Mr. Jarrett Second: Mr. Learn ☒ Approved, ☐
Denied, ☐ Tabled

All in favor, ordinance approved.

ITEM 9. CONSENT AGENDA

1. Consider and take action to approve all items on the Consent Agenda, as follows:

- a. Approve the minutes of the June 16, 2025 meeting of Council
- b. Approve request of Officer Michael Klinetob to receive Heart and Lung benefits for injury sustained May 14, 2025
- c. Approve payment of Northeast Industrial Services Pay App #1 for CDBG Removal of Blighted Structure at 235 East Second Street, in the amount of \$15,051.50, to be paid utilizing CDBG funds
- d. Approve payment of Northeast Industrial Services Pay App #2 (Final) for CDBG Removal of Blighted Structure at 318 East 16th Street, in the amount of \$1,512.80, to be paid utilizing CDBG funds
- e. Approve payment of AR Popple Trucking and Excavating Pay App #1 for CDBG removal of Blighted Structure at 617/619 Mulberry Street, in the amount of \$16,743.75, to be paid utilizing CDBG funds
- f. Approve payment of Brdaric Excavating, Inc. Pay App #2 for CDBG Removal of Blighted Structure at 542 East 9th Street, in the amount of \$1,021.25, to be paid utilizing CDBG funds
- g. Approve payment of Brdaric Excavating, Inc. Pay App #2 for CDBG Removal of Blighted Structure at 108/110 North Orchard Street, in the amount of \$1,021.25, to be paid utilizing CDBG funds
- h. Approve payment of Brdaric Excavating, Inc. Pay App #3 for CDBG Removal of Blighted Structure at 542 East 9th Street, in the amount of \$700.25, to be paid utilizing CDBG funds
- i. Approve payment of Brdaric Excavating, Inc. Pay App #3 for CDBG Removal of Blighted Structure at 108/110 North Orchard Street, in the amount of \$595, to be paid utilizing CDBG funds
- j. Approve payment of Northeast Industrial Services Pay App #1 for CDBG Removal of Blighted Structure at 433 East 5th Street, in the amount of \$19,061.75, to be paid utilizing CDBG funds

- k. Approve payment of SEDA-COG Invoice of July 1, 2025, for administration of FFY 2022 CDBG program, in the amount of \$3,454, to be paid utilizing CDBG funds
- l. Approve payment of SEDA-COG Invoice of July 1, 2025, for administration of FFY 2023 CDBG program, in the amount of \$14,568, to be paid utilizing CDBG funds
- m. Approve payment of RK Webster, LLC Invoice #2450, in the amount of \$590, to be paid utilizing CDBG funds
- n. Approve payment of RK Webster, LLC Invoice #2606, in the amount of \$678.70, to be paid utilizing CDBG funds
- o. Approve payment of Big Rock Paving Invoice #3927, in the amount of \$113,704.91, to be paid utilizing State Liquid Fuels funds
- p. Approve Northeast Industrial Services Change Order #1 for CDBG Removal of Blighted Structure at 433 East 5th Street, with a net increase in contract price of \$450
- q. Designate George Ely Associates, Inc. Invoice #E-43706 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$17,657, with payment to be reimbursed by Borough CDBG funds
- r. Designate 84 Lumber Invoice #0282-583430 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$417.57, with payment to be reimbursed by Borough CDBG funds
- s. Designate Cooper Electric Invoice #S059016490.002 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$20.64, with payment to be reimbursed by Borough CDBG funds
- t. Designate Cooper Electric Invoice #S059016490.001 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$169.71, with payment to be reimbursed by Borough CDBG funds
- u. Designate Kompan Invoice #INV130868 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$29,371.92, with payment to be reimbursed by Borough CDBG funds
- v. Designate 84 Lumber Invoice #0282-583612 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$210.56, with payment to be reimbursed by Borough CDBG funds
- w. Designate Cooper Electric Invoice #S059055572.003 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$82.90, with payment to be reimbursed by Borough CDBG funds
- x. Designate Cooper Electric Invoice #S057745995.005 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$918, with payment to be reimbursed from Borough CDBG funds
- y. Designate Cooper Electric Invoice #S059055572.001 as a CDBG Sponsler Park project expense, and approve payment of this

- invoice, in the amount of \$141.47, with payment to be reimbursed from Borough CDBG funds
- z. Designate Cooper Electric Invoice #S059055572.002 as a CDBG Sponsler Park project expense, and approve payment of this invoice, in the amount of \$28.64, with payment to be reimbursed from Borough CDBG funds

Discussion: Clarification was requested and provided on the timing of CDBG administrative invoices tied to older project years.

Motion: Mr. Learn Second: Ms. Wozniak ☒ Approved, ☐ Denied, ☐ Tabled

All in favor, consent agenda approved.

ITEM 10. NEW BUSINESS

1. Consider and take action to accept with regrets the retirement of Code Enforcement Supervisor Gregory Harkins, effective at close of business December 19, 2025

Discussion: Council collectively thanked Mr. Harkins for many years of service.

Motion: Mr. Jarrett Second: Mr. Karafinski ☒ Approved, ☐ Denied, ☐ Tabled

All in favor, motion approved.

2. Consider and take action to approve advertisement of full-time code officer position

Discussion: None

Motion: Mr. Moccia Second: Mr. Karafinski ☒ Approved, ☐ Denied, ☐ Tabled

All in favor, motion approved.

ITEM 11. ADDED ITEMS

None

ITEM 12. Citizen Correspondence / Personal Appeals - Non-Agenda Items

- Councilwoman Wozniak - Question on legality of e-bikes on sidewalks, answered by Acting Chief Rafferty.
- Bridgett Coolbaugh, Reliance - Reliance is turning 125 years old this year, invited Council to celebration on August 16.
- Mark Spaid - Questions about chickens.

*Council will meet in executive session following the adjournment of this meeting to discuss specific Police Department personnel.

ITEM 13. ADJOURNMENT: Motion: Mr. Jarrett Second: Ms. Wozniak

Meeting adjourned.