

**PINE GROVE BOROUGH COUNCIL
REGULAR MEETING MINUTES
APRIL 13, 2023**

GENERAL ATTENDANCE

Judy Finch
Art Cantu
Dave Sattizahn
Nicole Wooten
Kevin Yoder

COUNCIL ATTENDANCE

PRESENT:

Thomas Fickinger, Council President
Leroy Bates, Vice-President
Leonard Clark, Pro-Tem
Skip Butler
Elaine Holley
Wade Gettle
Willard Shiffer, Mayor
Melissa Dyer, Secretary/ Treasurer
Shane Hobbs, Solicitor

ABSENT:

Devin Lymaster

Council President Fickinger called the meeting to order at 6:00 p.m. All stood for the Pledge of Allegiance. Roll call was taken with all members of Council being present with the exception of Devin Lymaster. A quorum was established.

Mayor Shiffer introduced Bill Burke. Bill Burke is running for County Judge.

○ PUBLIC COMMENT PERIOD (1):

1. **Judy Finch:** J. Finch is interested in putting in well and update the sewer for the cabins up in Echo Valley. Council further discussed and Solicitor Hobbs will review.

○ SOLICITOR'S REPORT:

Solicitor Hobbs discussed a RTK request that was received in the office. Solicitor Hobbs went over the process of RTK request for council.
Solicitor Hobbs discussed the sidewalk ordinance and tabled until May's meeting.

Solicitor Hobbs brought up about the water bills being put into the tenant's name and suggested we stop doing this in the future. Solicitor Hobbs stated, if possible, put the landlord and tenant's name on the water bill. Solicitor Hobbs stated the water bill essentially the property owner's responsibility since they own the property.

○ **SCHEDULED VISITORS:**

1. **Nicole Wooten & Kevin Yoder:** Nicole Wooten and Kevin Yoder introduced themselves to council. Nicole and Kevin stated they are from the The Nature Conservancy. Nicole and Kevin went over a conservation easement, along with a forest plan and carbon credits. Nicole and Kevin stated the appraisal will take up to 6-8 weeks to complete.
2. **HH&L:** None.
3. **NEFD:** Report in everyone's file.

○ **MAYOR'S REPORT:**

- Sgt. Mozurkevich read over the monthly Police Report.
- Mayor Shiffer discussed the QOL and high grass.
- Mayor Shiffer reminded council the high school students will be doing town cleanup on Friday, April 21st.
- Mayor Shiffer brought up about the PSAB conference and attending along with the Office staff. Leroy Bates motioned to approve the office staff to attend the PSAB conference along with Mayor Shiffer, seconded by Wade Gettle, carried by Council.
- Mayor Shiffer brought up to council about closing Veteran's Memorial Drive down during the summer months and strictly be used for walking and biking. Council discussed several options for Veteran's Memorial Drive including putting it on the ballot for the residents to decide if Veteran's Memorial Drive should be closed for summer months. Council further discussed. Leroy Bates motioned to look into grants strictly for a walking trail for Veteran's Memorial Drive, seconded by Leonard Clark, carried by Council.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

- **EXECUTIVE COMMITTEE (TOM FICKINGER):** None.
- **PERSONNEL COMMITTEE (TOM FICKINGER):** None.
- **ADMINISTRATION, BUDGET & FINANCE COMMITTEE (TOM FICKINGER)**
 - **Approval of Minutes:** Passing the gavel, President Fickinger made a motion to accept the Minutes of the March 9, 2023 Regular Meeting, seconded by Skip Butler, carried by Council.
 - **Approval of the Treasurer's Report:** President Fickinger made a motion to accept the Treasurer's Report for March, seconded by Elaine Holley, carried by Council.
 - **Approval of Bills:** President Fickinger motioned to approve the Bill Approval List, seconded by Wade Gettle, carried by Council.
- **PUBLIC WORKS COMMITTEE (TOM FICKINGER):**
 - **Streets/ Water Report:** Report is in everyone's folder.

- **Well Road Repair:** Leroy Bates motioned to have Dave Kavitski put together a bid packet for the well road repairs, seconded by Leroy Bates, carried by Council.
- **Garage Computer:** Secretary Dyer stated the garage is in need of a new computer. American Computer had to work on it twice already and given the age and processor it should be replaced. Skip Butler motioned to purchase a new computer for the borough garage, seconded by Wade Gettle, carried by Council.
- **PROPERTY & NATURAL RESOURCES COMMITTEE (LEROY BATES): None.**
- **FLOOD MITIGATION COMMITTEE (LEONARD CLARK): None.**
- **PUBLIC SAFETY COMMITTEE (SKIP BUTLER): None.**
 - **False Alarms:** Solicitor Hobbs will send the revised ordinance to everyone for review for May's council meeting.
 - **Chimney inspections:** D. Sattizahn that he has received complaint from a resident about their neighbor's pellet stove. Solicitor Hobbs did discuss with Marty Sowers. D. Sattizahn stated the pellet stove was installed correctly. Council further discussed. Mayor Shiffer to reach out to Marty Sowers regarding this property.
 - **Post Office Mailboxes:** L. Clark asked who agreed to move the mailboxes at the Post Office to along Christ Street. Council further discussed.
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION (LEONARD CLARK):**
 - **2023 Pool Season:** Leroy Bates motioned to go into Executive Session at 8:04pm to discuss personnel matters, seconded by Skip Butler, carried by Council. Council returned from Executive Session at 8:28pm.

Leroy Bates motioned to advertise for a seasonal employee for the Streets Department to work 25 hours a week, seconded by Skip Butler, carried by Council.

Leroy Bates motioned to accept the 2023 Pool Wages for the summer season, seconded by Elaine Holley, carried by Council.

Skip Butler motioned to hire Casey Kershner as the pool manager at \$15.00/hr, seconded by Wade Gettle, carried by Council.

Skip Butler motioned to accept the new 2023 pricing for season passes, pool parties and admission rates, seconded by Leroy Bates, carried by Council.

○ **NEW BUSINESS:**

- **Lear Corporation:** Secretary Dyer stated that Kelly Stine from Lear Corporation reached out and asked if they could help out with any clean-up or earth day

events. Secretary Dyer will let her know about the planting with the Alliance Chesapeake Bay. They will need volunteers in the fall.

PUBLIC COMMENT PERIOD: None.

Elaine Holley made a motion to adjourn the meeting at 8:40 p.m., seconded by Leonard Clark, carried by Council.



Melissa A. Dyer, Secretary/Treasurer