

PINE GROVE BOROUGH COUNCIL
REGULAR MEETING MINUTES
April 9, 2026

GENERAL ATTENDANCE

Sgt. Yarmush	Zofia Fegley
Marcia Burke	Saagar Mehta
Mike Culbert	Ann Kimmel
Rhonda Culbert	Rick Rager
Katelyn DeRemer	

COUNCIL ATTENDANCE

PRESENT:

Leroy Bates, Council President
Elaine Holley, Vice-President
Debra Thompson, Pro-Tem
Skip Butler
Saagar Mehta
Ethel McMullen
Aimmee Reilly
Melissa Dyer, Borough Manager
Willard Shiffer, Mayor
Shane Hobbs, Solicitor

ABSENT:

Council President Bates 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. A quorum was established.

○ PUBLIC COMMENT PERIOD (1):

- **Mike & Rhonda Culbert:** Mike & Rhonda Culbert wanted to thank council for taking care of the 0 Mill Alley (Old Meat Market) property. Mike & Rhonda Culbert asked to take care of the property for the borough. *Skip Butler motioned to allow Mike & Rhonda Culbert to take care of the 0 Mill Alley (Old Meat Market) property also known as 0 Mill Alley, seconded by Elaine Holley, carried by Council.*

Mike Culbert also discussed the dumpsters being stored out by the Disc Golf Course by Potts & Monger. Council further discussed and Mike Culbert will reach out to Mike Potts to see if they can get them relocated on the property.

- **Council Vacancy:** Council President Bates stated we received one Letter of Interest for the vacant council seat. Council further discussed. *Aimmee Reilly motioned to appoint*

Saagar Mehta to the vacant council seat, seconded by Ethel McMullen. Mayor Shiffer swore in Saagar Mehta to the vacant council seat.

○ **SOLICITOR'S REPORT:**

- **Pine Grove Township Agreement:** Solicitor Hobbs will review draft letter and agreement for Workers Comp insurance agreement.
- **Taxes for PGASD:** Solicitor Hobbs stated the borough received correspondence from the school district attorney regarding 0 Mill Alley owing taxes. Council further discussed. Elaine Holley motioned to allow Solicitor Hobbs to submit a letter for the borough requesting forgiveness on the taxes for 0 Mill Alley, seconded by Debra Thompson, carried by Council.
- **RV Parking:** Solicitor Hobbs provided the draft for the RV Parking ordinance. Council further discussed and Aimmee Reilly motioned to advertise draft RV Ordinance, seconded by Ethel McMullen, carried by Council.

○ **SCHEDULED VISITORS:**

- **Zofia Fegley/ JROTC:** Zofia Fegley from the Pine Grove JROTC is looking to host a Color Run on Saturday, May 9th. Council further discussed. Zofia Fegley/PGJROTC will have to determine another date due to schedule conflicts on Saturday, May 9th.
- **Ann Kimmel/ Marcia Burke:** Ann Kimmel and Marcia Burke (Pine Grove Pool Pals) stated they working on fundraising ideas but still working on obtaining 501 3C and obtain an EIN#. Council further discussed.
- **PGAYSA Santa 5K:** Borough Manager Dyer stated that the Pine Grove Area Youth Soccer Association will be hosting another Santa 5K race on Saturday December 5th. Aimmee Reilly motioned to allow the PGAYSA to host Santa 5K race on Saturday, December 5th seconded by Debra Thompson, carried by Council.
- **Rick Rager:** Rick Rager inquired on the status of pot hole repairs on Daubert Street. Borough Manager Dyer stated that the streets crew has been using cold patch in the area but after a week it starts to break apart. Borough Manager Dyer stated the hot plant doesn't open until April 15th. Once the hot plants re-open the streets department will put in on the schedule for additional repairs.
- **HH&L:** None.
- **NEFD:** Report in file.

○ **MAYOR'S REPORT:**

- Sgt. Yarmush read over the monthly report.
- Mayor Shiffer stated he wanted to make council aware of solicitors and peddlers that have been going around town. Mayor Shiffer stated the police department did find them and request they obtain a solicitor's permit.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

○ **EXECUTIVE COMMITTEE:**

- **Executive Session:** Skip Butler motioned to go into Executive Session to discuss personnel and legal matters at 7:04 p.m. seconded by Elaine

Holley, carried by Council. Council returned from Executive Session at 7:13 p.m.

Skip Butler motioned to allow Borough Manager Dyer and Chief Trotter to work on a policy and procedure handbook for employees, seconded by Debra Thompson, carried by Council.

- **PERSONNEL COMMITTEE: None.**
- **ADMINISTRATION, BUDGET & FINANCE COMMITTEE:**
 - **Approval of Minutes:** Passing the gavel, Council President Bates made a motion to accept the Minutes of the March 12, 2026 Regular Council Meeting, seconded by Skip Butler, carried by Council.
 - **Approval of the Treasurer's Report:** Council President Bates made a motion to accept the Treasurer's Report for March, seconded by Aimmee Reilly, carried by Council.
 - **Approval of Bills:** Council President Bates motioned to approve the Bill Approval List, seconded by Debra Thompson, carried by Council.
- **PUBLIC WORKS COMMITTEE:**
 - **Streets & Water Report:** Report is in everyone's file.
 - **Winter Maintenance Agreement:** Borough Manager Dyer stated a request was received to review the current shared Winter Maintenance Agreement with Pine Grove Township. Council further discussed. Debra Thompson motioned to the corrections of adding Ridge Vista Drive, Hillside Vista Drive and Woodland Vista Drive to the borough's responsibilities and Oak Lane to the township's responsibilities for the winter maintenance agreement, seconded by Ethel McMullen, carried by Council.
 - **Tree Trimming:** Borough Manager Dyer stated the streets department has finished measuring trees within the borough and letters will start to go out to any properties that need to trim trees along the streets and sidewalks.
- **PROPERTY & NATURAL RESOURCES COMMITTEE: None.**
- **FLOOD MITIGATION COMMITTEE:**
 - Elaine Holley stated the next meeting will be in July.
- **PUBLIC SAFETY COMMITTEE:**
 - Skip Butler discussed working on the sidewalk ordinance again and look for possible funding to assist residents on repairing their sidewalks.
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**
 - Aimmee Reilly stated we received a quote to replace concession stand windows and doors. Ethel McMullen motioned to approved the replacement of the concession stand windows and doors by Morgan's Contracting, seconded by Skip Butler, carried by Council.
 - **2026 Season:** Aimmee Reilly stated the pool will be drained next week to repair the seals. Aimmee Reilly stated we are still in need of

lifeguards. Aimmee Reilly stated the next Recreation Committee Meeting is on Monday, May 11th at 3:00pm.

○ **NEW BUSINESS:**

- **AutoZone:** Borough Manager Dyer stated we received a request of interest of possibly building an Auto Zone at the north end of town. It is currently with planning and zoning at the County office.
- **Evergreen:** Debra Thompson stated the next Evergreen will go out in May and will be needing articles for the next edition. Debra Thompson is working on finalizing sponsors.

○ **PUBLIC COMMENT PERIOD:**

- **Ethel McMullen:** Ethel asked if we were doing anything for the 250th Celebration of America. Council further discussed.

○ **PRESS COMMENTS AND QUESTIONS: None.**

Skip Butler made a motion to adjourn the meeting at 7:47 p.m., seconded by Aimmee Reilly, carried by Council.


Melissa A. Dyer, Borough Manager