

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
August 14, 2025**

**GENERAL ATTENDANCE**

Officer Dissinger  
Jake Dinger  
Richard Schach  
Nick Miller  
Ann Kimmel

Nicole Wooten  
Ben Chase  
Kevin Yoder  
Marcia Burke

**COUNCIL ATTENDANCE**

**PRESENT:**

Leroy Bates, Council President  
Elaine Holley, Vice-President  
Kyler Burke, Pro-Tem  
Skip Butler arrived at 6:05pm  
Aimnee Reilly  
Debra Thompson  
Melissa Dyer, Borough Manager  
Shane Hobbs, Solicitor  
Willard Shiffer, Mayor

**ABSENT:**

Devin Lymaster

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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 with the exception of Devin Lymaster. A quorum was established.

**PUBLIC COMMENT PERIOD (1):**

- o **Richard Schach:** R. Schach resides at 294 S. Tulpehocken Street and is having issues with water runoff/ drainage due to the heavy downpours. R. Schach asked council to take a look and see what can be done.

**SOLICITOR'S REPORT:** Solicitor Hobbs stated he is processing several liens and is still working on the ongoing easement for S.R. 125.

**SCHEDULED VISITORS:**

- o **Nicole Wooten/ Kevin Yoder/ Ben Chase:** Nicole Wooten discussed the new draft easement with the changes requested by the borough along with having to do another appraisal on the property since the other has lapsed. Ben Chase discussed forestry management and timbering with the proposed conservancy easement. Council further discussed and decided to move forward with The Nature Conservancy Agreement and Option Agreement. Debra Thompson motioned to

move forward with appraisal and easement agreement with The Nature Conservancy, seconded by Skip Butler, carried by Council.

- **Ann Kimmel/ Marcia Burke:** Ann Kimmel and Marcia Burke are patrons of the pool and wanted to let council know that the pool and staff were awesome this summer. Ann Kimmel and Marcia Burke would like to start working on ideas to help with the needs of the pool. Council further discussed and Ann Kimmel and Marcia Burke will be reaching out to the PG Business Association regarding assistance and joining under their group for fundraising and grants.
- **Thompson Social Services:** Debra Thompson stated 2<sup>nd</sup> Annual 5k race for suicide prevention will be on Saturday, September 13<sup>th</sup>. Debra Thompson motioned to limit traffic on Orchard Street on Saturday, September 13, 2025 for the 5k race, seconded by Skip Butler, carried by Council.
- **HH&L:** Report in file.
- **NEFD:** Report in file. Nick Miller read over their monthly report. N. Miller stated on July 24<sup>th</sup> there was a meeting to discuss possible merger with the Pine Grove fire companies.

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○ **MAYOR'S REPORT:**

- Officer Dissinger read over the monthly report.
- **Mayor's Conference:** Mayor Shiffer provided an update of the Mayor's Conference in July.
- **Handicapped Parking Request:** Mayor Shiffer stated we received a Handicapped Parking Permit request for Fairview Street. Elaine Holley motioned to approved Handicapped Parking request pending the review of the Police Chief and Streets Department, seconded by Aimmee Reilly, carried by Council.
- **QOL:** Mayor Shiffer discussed properties being reviewed for QOL and possible code violations.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

- **EXECUTIVE COMMITTEE:**
  - **Correction of Resolutions:** Kyler Burke motioned to correct the numeric sequence of the last two Resolutions passed, original Resolution # 05-25 should be Resolution # 06-25 and original Resolution #06-25 should be Resolution # 07-25, seconded by Debra Thompson, carried by Council.
- **PERSONNEL COMMITTEE:**
  - **Ordinance 475 PMRS Police Pension:** Skip Butler motioned to adopt Ordinance 475/ PMRS Police Pension, seconded by Elaine Holley, carried by Council.
- **ADMINISTRATION, BUDGET & FINANCE COMMITTEE:**
  - **Approval of Minutes:** Passing the gavel, Council President Bates made a motion to accept the Minutes of the July 10, 2025 Regular Meeting, seconded by Kyler Burke, carried by Council.
  - **Approval of the Treasurer's Report:** Council President Bates made a motion to accept the Treasurer's Report for July, seconded by Skip Butler, carried by Council.

- **Approval of Bills:** Council President Bates motioned to approve the Bill Approval List, seconded by Aimmee Reilly, carried by Council.
- **PUBLIC WORKS COMMITTEE:**
  - **Streets & Water Report:** Reports are in everyone's file.
  - **Street Sweeper Rental:** Skip Butler motioned to rent Street Sweeper from Bortek for one week in October for \$4,225.00, seconded by Elaine Holley, carried by Council.
  - **Committee Meeting Update:** Kyler Burke stated the committee discussed revising the sidewalk/ parking ordinance.  
K. Burke also discussed grants for streets and sidewalks.  
K. Burke stated the streets department will be going around the borough twice a year to do determine if trees on properties need to be trimmed due to low hanging branches obstructing the view on streets and sidewalks.
- **PROPERTY & NATURAL RESOURCES COMMITTEE: None.**
- **FLOOD MITIGATION COMMITTEE: None.**
- **STORMWATER COMMITTEE: None.**
- **PUBLIC SAFETY COMMITTEE: None.**
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**
  - **Pool:** Aimmee Reilly stated the pool will be closing for the season on Sunday, August 17<sup>th</sup>. A. Reilly stated she has received a lot compliments about the pool this season.
  - **Outdoor Vendor Market:** Aimmee Reilly motioned to allow the Outdoor Vendor Market at Veteran's Memorial Drive on Saturday, August 16, 2025, seconded by Debra Thompson, carried by Council.
- **NEW BUSINESS:**
  - **Evergreen:** Debra Thompson discussed the final details of the September Evergreen and discussed what articles and information the borough should include in the Evergreen. The deadline to submit articles is Thursday, August 21, 2025.
  - **Rave Notification System:** Borough Manager Dyer discussed that Schuylkill Haven Borough will no longer be using Rave Notification System they are switching to Savvy Citizen. Currently the borough is in a shared agreement with Schuylkill Haven Borough and Port Carbon. Borough Manager Dyer felt the borough should stay with Rave Notification System since Savvy Citizen doesn't have the feature of calling land lines. Savvy Citizen only sends out text and email. Council further discussed and will continue to use Rave Notification System.
  - **Black Lung:** Borough Manager Dyer stated she emailed all of council the information regarding the resolution on Black Lung. Council further discussed and decided not to move forward with it.
- **PUBLIC COMMENT PERIOD: None.**

PRESS COMMENTS AND QUESTIONS: None.

Skip Butler made a motion to adjourn the meeting at 7:53 p.m., seconded by Elaine Holley, carried by Council.



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Melissa A. Dyer, Borough Manager