

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
December 11, 2025**

**GENERAL ATTENDANCE**

Sgt. Yarmush  
Jake Dinger  
Ron Aungst  
Ben Readinger  
Rick Rager

**COUNCIL ATTENDANCE**

**PRESENT:**

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

**ABSENT:**

Devin Lymaster  
Kyler Burke, Pro-Tem

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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 and Kyler Burke. A quorum was established.

**○ PUBLIC COMMENT PERIOD (1):**

- **Ron Aungst:** R. Aungst gave a donation for the Christmas Lights to Council President Bates and donation for the Police Department to Mayor Shiffer.
- **Rick Rager:** R. Rager wanted to let council know the condition of Daubert Street that runs parallel from W. Mill Street to High Street. Borough Manager Dyer will reach out to the Streets Crew Leader to take a look at this.

**○ SOLICITOR'S REPORT:**

- **RV Parking:** Solicitor Hobbs discussed the concerns regarding RV's parking on state roads and public streets. Council further discussed and Solicitor Hobbs will send over samples of the ordinance.
- **E-Bikes:** Solicitor Hobbs discussed the ordinance pertaining to scooters and adding verbiage for e-Bikes. Solicitor Hobbs to work on the draft for amended ordinance.
- **Road Dedication-Phase III:** Solicitor Hobbs stated he originally thought we could do a resolution for the road dedication for Woodland Vista Drive and Hillside Vista Drive of Phase III but we must do an ordinance. Elaine Holley motioned to advertise

Ordinance 476, Road Dedication for Woodland Vista Drive and Hillside Vista Drive, Phase III Pine Vista Estates, seconded by Aimmee Reilly, carried by Council.

○ **SCHEDULED VISITORS:**

- **HH&L: Report in file.**
- **NEFD: Report in file.** Ben Readinger went over their new reporting system. B. Readinger briefly discussed the merger.

○ **MAYOR'S REPORT:**

- Officer Yarmush read over the monthly report.
- Mayor Shiffer discussed QOL and snow removal from sidewalks. E. Holley stated she noticed that the FEMA properties weren't shoveled.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

○ **EXECUTIVE COMMITTEE:**

- **S.R. 125 Water Line Project:** Council President Bates asked Solicitor Hobbs on the status of the R-O-W Agreement. Solicitor Hobbs stated he is waiting to hear back from the owner. Solicitor Hobbs stated if he doesn't have any movement in a month he will push for eminent domain and R-O-W agreement for the area needed.

○ **PERSONNEL COMMITTEE:**

- **Executive Session:** Skip Butler motioned to go into Executive Session to discuss legal matters at 6:46 p.m. seconded by Elaine Holley, carried by Council. Council returned from Executive Session at 7:01 p.m. Debra Thompson motioned to proceed with the purchase of 0 Mill Alley (Old Meat Market) to demolish and turn into FEMA flood property, seconded by Elaine Holley, carried by Council. Skip Butler motioned to approve Resolution # 13-25, Demo Grant Application for 0 Mill Alley (Old Meat Market), seconded by Debra Thompson, 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 November 20, 2025 Regular Meeting, seconded by Aimmee Reilly, carried by Council.
- **Approval of the Treasurer's Report:** Council President Bates made a motion to accept the Treasurer's Report for November, seconded by Kyler Burke, carried by Council.
- **Approval of Bills:** Council President Bates motioned to approve the Bill Approval List, seconded by Aimmee Reilly, carried by Council.
- **2026 Budget:** Council President Bates, motioned to adopt the 2026 General-Water Fund Budget, seconded by Skip Butler, carried by Council.
- **Resolution #12-25:** Council President Bates motioned to adopt Resolution #12-25 fixing the tax rate at 2.632 with no tax increase for 2026, seconded by Skip Butler, carried by Council.

- **PUBLIC WORKS COMMITTEE:**
  - **Streets & Water Report:** Report is in everyone's file.
  - **2026 Emergency Snow Removal:** Aim mee Reilly motioned to advertise for bids for 2026 Emergency Snow Removal, seconded by Debra Thom spon, carried by Council.
  - **HMI Upgrade Windows 11 Scada:** Borough Manager Dyer stated the SCADA system that controls the Chemical Building needs a Windows 11 upgrade. Aim mee Reilly motioned to approve the Windows 11 upgr ade to the Scada System at the Chemical Building, seconded by Elaine Holley, carried by Council.
- **PROPERTY & NATURAL RESOURCES COMMITTEE:**
  - **Timber Update:** Borough Manager Dyer stated Matt Frederick reached out stating the timbering has been delayed due to weather and Mr. Campbell is requesting a six-month extension. Borough Manager Dyer stated every month after the contract time they are charged \$300.00 per month. If it goes the full six months, we will get an extra \$1,800.00. Elaine Holley motioned to allow the six-month extension for timbering, seconded by Debra Thompson, carried by Council.
- **FLOOD MITIGATION COMMITTEE: None.**
- **PUBLIC SAFETY COMMITTEE: None.**
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**
  - **Pool:** Aim mee Reilly stated we should be receiving the remaining portion of the Step Into Swim Grant real soon. Aim me Reilly discussed doing more farmer market events. Aim mee Reilly stated they will be scheduling a Recreation Board Committee Meeting in the next few months.

○ **NEW BUSINESS:**

- **Tax Collector:** Borough Manager Dyer wanted to provide an update regarding the Tax Collector. Katie Burke will be moving her office to the Borough Building. She will have an office area in the back corner of the conference room. Borough Manager Dyer stated that Katie will be staying on as our Tax Collector for two-year period, we will then need to advertise for new one.

○ **PUBLIC COMMENT PERIOD: None.**

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

Skip Butler made a motion to adjourn the meeting at 7:22 p.m., seconded by Debra Thompson, carried by Council.

  
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 Melissa A. Dyer, Borough Manager