

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
December 27, 2022**

**GENERAL ATTENDANCE**

Aidan Aungst  
Ron Aungst

Dave Sattizahn  
Lee Strubhar

**COUNCIL ATTENDANCE**

**PRESENT:**

Thomas Fickinger, Council President  
Leonard Clark, Pro-Tem  
Skip Butler  
Elaine Holley  
Devin Lymaster  
Willard Shiffer, Mayor  
Melissa Dyer, Secretary/ Treasurer  
Shane Hobbs, Solicitor

**ABSENT:**

Rodney Hiester  
Leroy Bates, Vice-President

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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 Rodney Hiester and Leroy Bates. A quorum was established.

**PUBLIC COMMENT PERIOD (1): None.**

**SOLICITOR'S REPORT:**

- **108 Snyder Avenue Apartments:** Solicitor Hobbs discussed the FEMA concerns and learned the property has been sold. Council further discussed.
- **Rodney Hiester:** Solicitor Hobbs stated Rodney Hiester will be resigning from council due to his work schedule. Solicitor Hobbs stated once we receive his official resignation, we can then advertise for the vacant council seat.

**SCHEDULED VISITORS:**

1. **Ron Aungst:** R. Aungst along with his grandson Aidan Aungst presented donations for the Christmas Lights and Police Department.
2. **Dave Sattizahn:** D. Sattizahn stated county is working on a new EMA Plan for the Borough.
3. **False Alarms:** D. Sattizahn and L. Strubhar discussed the false alarms that have been happening with a commercial property in the borough. Council further discussed.

Solicitor Hobbs will do some research and work on getting an ordinance drafted for false alarms.

4. **HH&L:** None.
5. **NEFD:** Report in everyone's files. L. Strubhar went over their report.

○ **MAYOR'S REPORT:**

- Sgt. Mozurkevich read over the monthly Police Report.
- Mayor Shiffer stated the free parking at meters will end on Thursday, January 5<sup>th</sup>. After this date people will have to start putting money in the parking meters again.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

● **EXECUTIVE COMMITTEE (TOM FICKINGER):**

- **Resolution #08-22- Act 57:** Leonard Clark motioned to adopt Resolution #08-22, Act 57- Real Estate Tax, seconded by Skip Butler, carried by Council.
- **Resolution #09-22- Act 44:** Delmas "Skip" Butler motioned to adopt Resolution # 09-22- Act 44, Professional Services for pensions, seconded by Devin Lymaster, carried by Council.

● **PERSONNEL COMMITTEE (TOM FICKINGER):**

- **Executive Session:** Leonard Clark motioned to go into Executive Session at 6:43pm to discuss personnel matters, seconded by Devin Lymaster, carried by Council. Council returned from Executive Session at 6:50pm stating they discussed personnel matters.  
Skip Butler motioned to rescind the motion made at November 21<sup>st</sup> Budget Meeting regarding Ty Hoke going into Full-time status, seconded by Elaine Holley, carried by Council. Ty Hoke will remain a part-time employee.  
Leonard Clark motioned to move Zachary Peters from part-time status to full-time status effective on Wednesday, January 4<sup>th</sup>, seconded by Elaine Holley, carried by Council.

● **ADMINISTRATION, BUDGET & FINANCE COMMITTEE (TOM FICKINGER)**

- **Approval of Minutes:** Passing the gavel, President Fickinger made a motion to accept the Minutes of the November 21, 2022 Budget Meeting, seconded by Elaine Holley, carried by Council.
- **Approval of Minutes:** President Fickinger made a motion to accept the Minutes of the November 10, 2022 Regular Meeting, seconded by Devin Lymaster, carried by Council.
- **Approval of the Treasurer's Report:** President Fickinger made a motion to accept the Treasurer's Report for November, seconded by Skip Butler, carried by Council.
- **Approval of Bills:** President Fickinger motioned to approve the Bill Approval List, seconded by Elaine Holley, carried by Council.

- **2023 Budget:** President Fickinger motioned to adopt the 2023 General Fund and Water Fund Budget, seconded by Devin Lymaster, carried by Council.
- **Ordinance 468-2023 Tax Rate:** President Fickinger motioned to adopt Ordinance 468, 2023 Tax Rate with 1 mill tax increase, seconded by Devin Lymaster, carried by council.

L. Clark had discussed possible timber for 2023 to help with the budget. L. Clark stated he met with another forester that stated there was 100 acres that was able to be timbered. Council further discussed.

Leonard Clark motioned to add Daniel Peachey as an additional forester for Pine Grove Borough, seconded by Skip Butler, carried by Council.

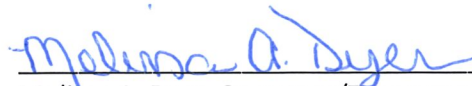
Elaine Holley motioned for Daniel Peachey to work on the timber bid packet for the 100-acre area, seconded by Devin Lymaster, carried by Council.

- **PUBLIC WORKS COMMITTEE (TOM FICKINGER):**
  - **Streets/ Water Report:** Report is in everyone's folder.
  - **Emergency Snow Removal Bid:** President Fickinger stated one bid was received for the Emergency Snow Removal Bid. Skip Butler made a motion to award the bid to Arthur "Pat" Aungst subject to Solicitor Hobbs review, seconded by Devin Lymaster, carried by council.
- **PROPERTY & NATURAL RESOURCES COMMITTEE (LEROY BATES):**
  - **Property Access Request:** Devin Lymaster motioned to allow surveyors to go through our property to access Blackwood, Inc. to survey their property, seconded by Leonard Clark, carried by Council.
- **FLOOD MITIGATION COMMITTEE (LEONARD CLARK):** None.
- **PUBLIC SAFETY COMMITTEE (SKIP BUTLER):**
  - **Sidewalk Fee Schedule:** Secretary Dyer presented to council sidewalk overview and fee schedule to be used until a new sidewalk ordinance is completed. Council decided to table the sidewalk ordinance to February/ March.
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION (LEONARD CLARK):**
  - **2023 Contribution:** Elaine Holley motioned to give the Recreation Board their yearly contribution for 2023, seconded by Devin Lymaster, carried by Council.
  - **2023 Pool Season:** Council discussed the 2023 Pool Season with no further action taken at this time.
- **NEW BUSINESS:**
  - **2022 Audit Engagement Letter:** Skip Butler motioned to approve the 2022 Audit Engagement Letter with Garcia Garman & Shea, PC, seconded by Devin Lymaster, carried by Council.
  - **Len Clark:** President Fickinger and Mayor Shiffer presented Len Clark with a certificate for 15 years of service along with a gift for retirement.

PUBLIC COMMENT PERIOD: None.

PRESS COMMENTS AND QUESTIONS: None.

Devin Lymaster made a motion to adjourn the meeting at 7:36 p.m., seconded by Elaine Holley, carried by Council.

  
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Melissa A. Dyer, Secretary/Treasurer