

**PINE GROVE BOROUGH COUNCIL
REGULAR MEETING MINUTES
February 13, 2025**

GENERAL ATTENDANCE

Cpl. Mark Vandermartin	Christa Hartman
Earl Kreiser	Stephen Rada
David Kavitski	Connor Rada
Travis Smeltz	Diane Tobin
Marty Sowers	Ben Readinger
Dione Sowers	Katie Burke
Jennifer Foose	Nick Modesto, Jr.
Josh Sophy	Rebecca & Mark Peiffer

COUNCIL ATTENDANCE

PRESENT:

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

ABSENT:

Devin Lymaster

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): None.

SOLICITOR'S REPORT:

- o **Streets Ordinance:** Solicitor Hobbs stated he has two draft ordinances ready for advertisement. Solicitor Hobbs stated to repeal the no parking on the East side of South Tulpehocken Street and to add stop signs at two 3-way intersections up in Pine Vista Estates. Kyler Burke motioned to advertise Ordinance 473 repealing of no parking zone on the East Side of South Tulpehocken Street from Snyder Avenue to intersection of East Pottsville Street, seconded by Elaine Holley, carried by Council. Kyler Burke motioned to advertise Ordinance 474 adding additional three-way stop intersections on Woodland Vista Drive, Hillside Vista Drive and Ridge Vista Drive plus Hillside vista Drive and Woodland Vista Drive, seconded by Elaine Holley, carried by Council.

- **Liquor License Transfer:** Solicitor Hobbs stated we received a request to transfer a liquor license from Pine Grove Township to Pine Grove Borough. Solicitor Hobbs stated at the next council meeting a public hearing would be needed in order to approve the transfer of the Liquor License. Solicitor Hobbs will work with the Dead Horse Saloon's solicitor.

○ **SCHEDULED VISITORS:**

- **Dave Kavitski:** D. Kavitski provided an update to council on the SRBC permit renewal and Well 16/17 Project.
D. Kavitski discussed our current water loss that we are trying to account for. Council further discussed. Solicitor Hobbs is to send out certified letters to the Trailer Park and Roots Farm to have their leaks fixed.
Elaine Holley motioned to move forward with the SRBC Renewal change to 1,050,000.00 instead of 932,000 gallons, seconded by Kyler Burke, carried by Council.
- **Marty Sowers:** Marty Sowers introduced himself and let council know that he is running for District Magistrate.
- **Jennifer Lehman Foose:** Jennifer Lehman Foose introduced herself and let council know that she is running for District Magistrate.
- **Travis Smeltz:** Travis Smeltz introduced himself and let council know that he is running for District Magistrate.
- **Diane Tobin:** D. Tobin invited council to setup a time to do a tour of Pine Grove Joint Treatment Facility. D. Tobin is requesting for council to reconsider shutting off again in April for delinquent water customers. Council further discussed. Council President Bates stated we will have the Public Works Committee discuss and setup a meeting with the JTA.
D. Tobin also asked why the JTA was receiving a bill for the sewer leak repair on Spruce Street. Borough Manager Dyer stated that it was noticed there were sewer chargers on our water bill for the Spruce Street leak. Borough Manager Dyer requested for the water bill to be revised. Borough Manager Dyer suggested for D. Tobin to reach out to the contractor to discuss their portion of the bill.
- **Connor Rada:** Pine Grove Borough Council presented Connor Rada with Certificate of Completion for his Eagles Scout Project down at the canal.
- **Katie Burke:** Katie Burke requested council to consider changing the Tax Collector Compensation from per bill to a percentage collected. Council further discussed. Council President Bates stated council will be discussing further down the meeting.
- **HH&L:** Report in file.
- **NEFD:** Report in file. Ben Readinger read over the monthly report.

○ **MAYOR'S REPORT:**

- Cpl. Yarmush read over the monthly report.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

○ **EXECUTIVE COMMITTEE:**

- **March Meeting:** Borough Manager Dyer would like to request to change March's Council Meeting date from Thursday, March 13th to Thursday, March 20th due to seminar at Penn State Schuylkill. Borough Manager Dyer stated there are several council and staff that will be

attending. Elaine Holley motioned to change March's Council Meeting date from Thursday, March 13, 2025 to Thursday, March 20, 2025, seconded by Kyler Burke, carried by Council.

○ **PERSONNEL COMMITTEE: None.**

- **Executive Session:** Kyler Burke motioned to go into Executive Session at 7:16pm to discuss legal and personnel matters, seconded by Elaine Holley, carried by Council. Council returned from Executive Session at 7:40pm.
Kyler Burke motioned to approve the cash out of 300 hours of sick time for Earl Kreiser, 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 January 9, 2025 Regular 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 January, seconded by Aimme Reilly, carried by Council.
- **Approval of Bills:** Council President Bates motioned to approve the Bill Approval List, seconded by Kyler Burke, carried by Council.
- **Tax Collector Compensation:** Borough Manager Dyer discussed the request to change the Tax Collector Compensation from per bill to a percentage collected. Council further discussed. Elaine Holley motioned to change the Tax Collector Compensation from per bill to two percent effective January 1, 2026, seconded by Debra Thompson, carried by Council with the exception of Kyler Burke whom abstained from the vote.
- **Escrow Account-Fires:** Borough Manager Dyer stated we had two fires in the borough recently and received the insurance funds for one of the properties. Borough Manager Dyer stated she needs to open an Escrow Account to hold the funds for the fire properties. Aimme Reilly motioned to allow Borough Manager Dyer to open up an Escrow Account for the fire properties, seconded by Kyler Burke, carried by Council.


○ **PUBLIC WORKS COMMITTEE:**

- **Streets & Water Report:** Reports are in everyone's file.
- **Emergency Snow Removal Bids:** Borough Manager Dyer stated we did not receive any bids for the Emergency Snow Removal.
- **Streets & Water Vehicle:** E. Kreiser stated the 1996 Ford Plumbing Truck no longer will pass inspection and would like to lease a truck. Borough Manager Dyer stated they will also be trading in the 2020 Chevy Equinox for \$14,000.00. Borough Manager Dyer stated the vehicle lease was put into the 2025 Budget. Kyler Burke motioned to moved forward with the purchase of the 2024 Ford F-150 totaling \$42,000.00 with trading in the 2020 Chevy Equinox for \$14,000.00 and

allow Borough Manager Dyer to do the necessary paperwork for the loan, seconded by Aimmee Reilly, carried by Council.

- **PROPERTY & NATURAL RESOURCES COMMITTEE:**
 - **Bergers Road:** Council President Bates asked council their thoughts on possibly selling or leasing the Bergers Road Property. Council further discussed and tabled until next month.
- **FLOOD MITIGATION COMMITTEE:**
 - **FEMA:** E. Holley stated there is a program through FEMA stating they will come in and help at no cost with grants and projects.
- **STORMWATER COMMITTEE: None.**
- **PUBLIC SAFETY COMMITTEE: None.**
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**
 - **Pool:** Aimmee Reilly stated the next Rec Board Meeting is Monday, February 24th at 3:00pm.
 - **Safe to Swim Grant:** Aimmee Reilly stated she completed and submitted the 2025 grant application for the Safe to Swim Grant.
- **NEW BUSINESS:**
 - **Greens Motorola Radio Agreement:** Borough Manager Dyer stated the police department would like to order additional radios through Greens Communication. Borough Manager Dyer stated we have done similar lease agreements in the past for radios. Borough Manager Dyer stated this was included in the 2025 Budget. Council further discussed. Aimmee Reilly motioned to approve the 7-year lease agreement totaling \$21,959.83 with Greens Communications, seconded by Elaine Holley, carried by Council.
 - **Diakon Community Service:** Borough Manager Dyer stated Diakon would like to utilize our conference room for a six-week period for a Diabetes workshop for senior citizens. Borough Manager Dyer stated she would be utilizing the conference rooms on Tuesday from 1:00pm to 3:30pm. Council further discussed. Kyler Burke motioned to allow Diakon Community Services to use our conference room on Tuesday's starting April 4th for a six-week period for Diabetes workshop for senior citizens, seconded by Aimmee Reilly, carried by Council.
 - **TCC Meeting:** Elaine Holley discussed the Tax Collection Committee Meeting with council.
- **PUBLIC COMMENT PERIOD:**
 - **Nick Modesto:** N. Modesto discussed a new business that opened up in Pine Grove Borough. N. Modesto discussed a miscommunication that occurred between the business owner and VFW.
- **PRESS COMMENTS AND QUESTIONS: None.**

Kyler Burke made a motion to adjourn the meeting at 8:10 p.m., seconded by Skip Butler, carried by Council.



Melissa A. Dyer, Borough Manager