

**PINE GROVE BOROUGH COUNCIL
RE-ORGANIZATION MEETING MINUTES
JANUARY 12, 2026**

GENERAL ATTENDANCE

Sgt. Beau Yarmush
Heath Machamer
Brandon Strouphauer
Robert Miller
Katie Burke
Judge Hobbs

COUNCIL ATTENDANCE

PRESENT:

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

ABSENT:

Judge Christopher Hobbs performed the oath of office for Will Shiffer, Katie Burke, Kyler Burke, Skip Butler, Elaine Holley and Debra Thompson. Mayor Shiffer performed the oath of office for Ethel McMullen. Mayor Shiffer called the meeting to order at 6:00 pm in the Municipal Building. All stood for the Pledge of Allegiance. Roll call was taken with all members of Council being present. A quorum was established.

Mayor Shiffer called for nominations for President of Council. Elaine Holley nominated Leroy Bates for President, seconded by Aimmee Reilly, carried by Council. No other nominations for President. Leroy Bates was elected President of Borough Council. The gavel was passed to the President.

Leroy Bates called for nominations for Vice-President of Council. Debra Thompson nominated Elaine Holley for Vice-President, seconded by Kyler Burke, carried by Council. No other nominations for Vice-President. Elaine Holley was elected Vice-President of Borough Council.

Leroy Bates called for nominations for Pro-Tem of Council. Elaine Holley nominated Debra Thompson for Pro-Tem, seconded by Skip Butler, carried by Council. No other nominations for Pro-Tem. Debra Thompson was elected Pro-Tem of Borough Council.

Debra Thompson motioned to authorize to retain Fulton Bank, M & T Bank, PLGIT and Mid Penn Bank as financial institutions for the Borough, seconded by Ethel McMullen, carried by Council.

Skip Butler authorizes the President and Borough Manager to sign all legal papers, bank papers and make necessary loans as needed, seconded by Aimmee Reilly, carried by Council.

Kyler Burke motioned to accept the Treasurer, Assistant Treasurer and Tax Collector bonds, seconded by Debra Thompson, carried by Council.

Debra Thompson motioned to re-appoint Hose, Hook and Ladder Fire Company #1 and North End Fire Company as the Borough responders, seconded by Elaine Holley, carried by Council.

Skip Butler motioned to re-appoint Melissa Dyer as the Borough Manager/ Treasurer, seconded by Ethel McMullen, carried by Council.

Elaine Holley motioned to re-appoint Mandy Miller as the Assistant Treasurer, seconded by Aimmee Reilly, carried by Council.

Skip Butler motioned to re-appoint Shane Hobbs as Borough Solicitor, seconded by Kyler Burke, carried by Council.

Debra Thompson motioned to re-appoint One Atlas, formerly BCM Engineers as the Borough Engineer, seconded by Skip Butler, carried by Council.

Elaine Holley motioned to re-appoint Garcia, Garman & Shea as Auditors for Pine Grove Borough, seconded by Kyler Burke, carried by Council.


Kyler Burke motioned to re-appoint Light-Heigel & Associates as our Uniform Construction Code Enforcement, Rental Inspectors and Floodplain Administration, seconded by Debra Thompson, carried by Council.

Skip Butler motioned to re-appoint JB Environmental Services, LLC as the Borough Sewage Enforcement Officer, seconded by Ethel McMullen, carried by Council.

○ NEW BUSINESS:

1. **Appoint TCC Representatives:** Aimmee Reilly motioned to have Elaine Holley as primary and Debra Thompson as alternate for the Schuylkill County Tax Collection Committee, seconded by Skip Butler, carried by Council.
2. **Committee Assignments:** Borough Manager Dyer provided a copy of the Committee Assignments to all of council. Borough Manager Dyer asked council to review and let her know what committees' council would like to be on.

Kyler Burke made a motion to adjourn the meeting at 6:26 pm, seconded by Skip Butler, carried by Council.



Melissa Dyer, Borough Manager