

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
January 9, 2025**

**GENERAL ATTENDANCE**

Sgt. Beau Yarmush	Christa Hartman
Earl Kreiser	Stephen Rada
Brandon Stroupauer	Connor Rada
Tim Seip	Colleen Hozella
Christian Lengel	Mike Hozella
Mark Peiffer	

**COUNCIL ATTENDANCE**

**PRESENT:**

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:**

Leroy Bates, Council President  
Devin Lymaster

---

Vice-President Holley 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 Leroy Bates and Devin Lymaster. A quorum was established.

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

**SOLICITOR'S REPORT:**

- **Meeting Etiquette:** Solicitor Hobbs requested audience to remain quiet when council is talking and when an audience member is speaking. Solicitor Hobbs stated one person should be speaking at a time.
- **Resolution #01-25, Deed of Dedication:** *Skip Butler motioned to approve Resolution #01-25 for the Deed of Dedication from Daubert & Zimmerman for Woodland Vista Drive and Hillside Vista Drive which is the completion of Phase III of Pine Vista, seconded by Kyler Burke, carried by Council.*

**SCHEDULED VISITORS:**

- **Christian Lengel:** Christian Lengel introduced himself and let council know that he is running for District Magistrate.
- **Tim Seip:** Tim Seip introduced himself and let council know that he is running for District Magistrate.

- **Matthew & Maggie Boyer:** Matthew Boyer stated they recently purchased 27 Mifflin Street and would like to lease a portion of Borough Property in the rear of his property. M. Boyer the previous owner of 27 Mifflin Street had leased the portion from the Borough. Council further discussed. Aimmee Reilly made a motioned to approve lease with the Matthew & Maggie Boyer at 27 Mifflin Street, seconded by Kyler Burke, carried by Council. Solicitor Hobbs will send over the Lease.
- **HH&L:** Report in file. Brandon Stroupbauer went over the monthly report. Brandon Stroupbauer discussed classes that were scheduled for HH&L.
- **NEFD:** Report in file.
- **MAYOR'S REPORT:**
  - Sgt. Yarmush read over the monthly report.
  - Mayor Shiffer asked for status of non-compliant rental properties. Mayor Shiffer stated the police are still receiving calls for 82 S. Tulpehocken Street and this property should be vacant. Solicitor Hobbs stated they did have a hearing and were found guilty of the charges. Solicitor Hobbs will check with Marty Sowers on the status of the property.  
Mayor Shiffer asked for the status of 108 S. Tulpehocken Street. Solicitor Hobbs stated this is a legal matter and must be discussed in Executive Session.
- **COUNCIL MEMBER AND COMMITTEE REPORTS:**
  - **EXECUTIVE COMMITTEE:**
    - **Resolution-Good Shepard:** Borough Manager Dyer stated this will be tabled until February's meeting.
  - **PERSONNEL COMMITTEE: None.**
    - **Executive Session:** Kyler Burke motioned to go into Executive Session at 6:22pm to discuss legal and personnel matters, seconded by Aimmee Reilly, carried by Council. Council returned from Executive Session at 6:50pm.  
  
Skip Bulter motioned to accept the resignation of Part-Time Police Officer, Greg Pritchard, seconded by Kyler Burke, carried by Council.
  - **ADMINISTRATION, BUDGET & FINANCE COMMITTEE:**
    - **Approval of Minutes:** Passing the gavel, Vice-President Holley made a motion to accept the Minutes of the December 12, 2024 Regular Meeting, seconded by Skip Butler, carried by Council.
    - **Approval of the Treasurer's Report:** Vice-President Holley made a motion to accept the Treasurer's Report for December, seconded by Aimmee Reilly, carried by Council.
    - **Approval of Bills:** Vice-President Holley 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.
    - **Emergency Snow Removal Bids:** Borough Manager Dyer stated we did not receive any bids for the Emergency Snow Removal. Borough

Manager Dyer stated we can re-advertise if council would like. Debra Thompson motioned to re-advertise for emergency snow removal bids, seconded by Kyler Burke, carried by Council.

Debra Thompson asked if we can post the advertisement to our Facebook Page. Borough Manager Dyer will add the advertisement to the Borough's Facebook Page.

- **Streets Ordinance:** Kyler Burke stated the Public Works committee met and discussed the streets ordinance. Kyler Burke is recommending that we remove the section for no parking on the East Side of S. Tulpehocken Street and also to add stop signs in the development. Kyler Burke motioned to revise streets ordinance removing the no parking section for South Tulpehocken Street and add the stop signs in the development, seconded by Aimmee Reilly, carried by Council.

Kyler Burke stated the Public Works Committee discussed looking into push button crosswalk at the Red Light instead of the requested crosswalk in the center of S. Tulpehocken Street.

Kyler Burke stated we are working on quotes for the Compost Gate and looking into off street parking signage for the lot behind the Borough Building.

- **PROPERTY & NATURAL RESOURCES COMMITTEE: None.**

- **FLOOD MITIGATION COMMITTEE:**

- **Swift Current Grant:** Borough Manager Dyer stated we received a request for a local business to participate in a Swift Current Grant. FEMA requires a Letter of Intent from the local municipality in order to participate with the grant program. The Swift Current Grant is through NFIP and FEMA to assist residents with upgrades to their properties due to flooding. Borough Manager Dyer stated the grant is based off of how many claims the property has and it is mainly for residential homes and not businesses. Borough Manager Dyer stated the grant isn't 100% the property owner would have to pay the portion not covered by the grant and FEMA stated the municipality would have to oversee the project along with being in charge of the funds for the project. Borough Manager Dyer suggested not to participate due to the fact the requirements are strictly for residential and the project will be put on the bottom of the list and the local business will have to contribute the highest percentage due to it being a brand-new policy. Council further discussed. Aimmee Reilly motioned not to move forward with the Swift Current Grant, seconded by Skip Butler, carried by Council.

- **STORMWATER COMMITTEE: None.**

- **PUBLIC SAFETY COMMITTEE:**

- **Fire Tax:** Skip Butler stated we haven't given an increase in fire company contributions for fifteen years. Skip Butler stated the fire companies asked for increase for 2025. Borough Manager Dyer stated we would not be able to do an increase for 2025 due to almost having to

raise taxes to balance the budget, plus the 2025 budget has already been adopted. Borough Manager Dyer stated we will definitely discuss doing an increase for 2026. Skip Butler stated they would also like to look into the fire tax rebate and fire tax but we currently don't have an ordinance in place. Council further discussed and it will be taken back to committee.

○ **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**

- **PPL Service Line:** Brandon Stroupauer discussed the PPL service for the pool. Brandon Stroupauer stated the service and pole needs to be replaced. Brandon Stroupauer will continue to work with PP&L and work on a cost-effective quote for the replacement. Brandon Stroupauer will keep us updated.
- **Safe to Swim Grant:** Aimmee Reilly stated she will be submitting for another grant through the Safe to Swim Grant. Aimmee Reilly stated she is going to request \$5,000.00 since it was successful last year.

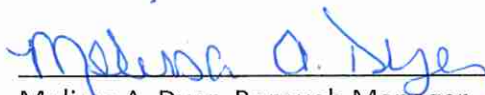
○ **NEW BUSINESS:**

- **Evergreen:** Vice-President Holley said per Bill Knecht due to rising costs, the Evergreen is no longer profitable and was looking to terminate or possibly change the Evergreen. Borough Manager Dyer suggested doing options such as a biannual bulletin or a just a yearly bulletin. It costs us \$250.00 a quarter to mail out the Evergreen and it is costing Bill Knecht \$800.00-\$1200.00 to print the Evergreen every quarter. Council further discussed options. Aimmee Reilly motioned to keep the Evergreen but only do two a year, seconded by Elaine Holley, carried by Council.

○ **PUBLIC COMMENT PERIOD: None.**

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

Aimmee Reilly made a motion to adjourn the meeting at 7:41 p.m., seconded by Skip Butler, carried by Council.

  
Melissa A. Dyer, Borough Manager