

**PINE GROVE BOROUGH COUNCIL
REGULAR MEETING MINUTES
March 14, 2024**

GENERAL ATTENDANCE

Mike Culbert	John Devine
Suzanne Dubbs	Dave Kavitski
Ken Dubbs	Justin Lyons
Casey Kershner	Nick Miller
Earl Kreiser	Sgt. Beau Yarmush

COUNCIL ATTENDANCE

PRESENT:

Leroy Bates, Vice President
Elaine Holley, Pro-Tem
Kyler Burke
Skip Butler
Aimmee Reilly
Willard Shiffer, Mayor
Melissa Dyer, Secretary/ Treasurer
Shane Hobbs, Solicitor

ABSENT:

Wade Gettle, Council President
Devin Lymaster

Council Vice-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 Wade Gettle and Devin Lymaster. A quorum was established.

PUBLIC COMMENT PERIOD (1): None.

SCHEDULED VISITORS:

- **One Atlas, John Devine/ Dave Kavitski:** D. Kavitski and J. Devine provided an updated on the water system and upcoming projects. Council further discussed. Skip Butler motioned to approve the replacement of the auto dialer at the Chemical Building totaling \$9,640.00, seconded by Elaine Holley, carried by Council.

Skip Butler motioned to obtain pricing for the Well 12 transfer and conduit wiring to the generator, seconded by Aimmee Reilly, carried by Council.

Aimmee Reilly motioned to obtain pricing for the collapsed drain at the entrance of the Chemical Building, seconded by Kyler Burke, carried by Council.

- **PG Small Business Association:** Mike Culbert and Justin Lyons presented their Disc Golf Project at Pleasant Valley Park. Council further discussed. Secretary Dyer to setup a meeting with Dave Kavitski to go over the Disc Golf stake locations. K. Dubbs stated they submitted for a grant through Lowes to fund disc golf construction and park benches. *Aimmee Reilly motioned to allow them to place stakes for location of the holes for disc gold and be verified by our engineer, seconded by Elaine Holley, carried by Council.*
- **HH&L:** None. Report in file.
- **NEFD:** Nick Miller read over NEFD's monthly report. Nick Miller discussed an ordinance to bill for accidents and fires through vehicle insurance. Council further discussed and will add to April's Meeting.

○ **SOLICITOR'S REPORT:**

- **Wideawake Street:** Solicitor Hobbs stated he drafted ordinance for no turns on Wideawake Street and Oak Grove Road. Council further discussed. Additional updates will be made to the ordinance for April's meeting.
- **Rental Properties:** Solicitor Hobbs stated he discussed the two properties 110 S Tulpehocken Street and 82 S Tulpehocken Street with Marty Sowers. Solicitor Hobbs stated citations will be issued.
- **66 E. Pottsville Street:** Solicitor Hobbs stated the private bid hearing will hopefully take place in 2-3 weeks.
- **Veteran's Memorial Drive Referendum:** Solicitor Hobbs stated there is a time frame that we must submit the referendum by. Council further discussed. Secretary Dyer will look into the timeframe for getting the question on the November ballot and if the borough will lose any liquid fuels funds by shutting down Veteran's Memorial Drive.
- **American Legion Lease:** Tabled to April's Meeting

○ **MAYOR'S REPORT:**

- Sgt. Yarmush read over the monthly report.
- Mayor Shiffer wanted to let everyone from council know that Chief Trotter had back surgery.
- Mayor Shiffer stated PSAB is having a class on April 30th at Penn State called Managing Police Departments. Mayor Shiffer and Solicitor would like to attend the class for the borough. *Aimmee Reilly motioned to approve Mayor Shiffer and Solicitor Hobbs to attend PSAB class on April 30th, seconded by Kyler Burke, carried by Council.*

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

- **EXECUTIVE COMMITTEE (WADE GETTLE):**

- **Resolution # 04-24 Univest:** Skip Butler motioned to adopt Resolution# 04-24 Univest Lease for 2023 Ford Explorer, seconded by Kyler Burke, carried by Council.
- **Resolution# 05-24 Appoint Council:** Skip Butler motioned to adopt Resolution #05-24, appointing Kyler Burke to council, seconded by Elaine Holley, carried by Council.
- **Resolution# 06-24 Disposition of Records:** Skip Butler motioned to adopt Resolution#06-24, Disposition of Records, seconded by Kyler Burke, carried by Council.
- **PERSONNEL COMMITTEE (LEROY BATES):**
- Elaine Holley motioned to enter into Executive Session at 7:46pm to discuss personnel matters, seconded by Kyler Burke, carried by Council. Returned from Executive Session at 8:09pm. Personnel matters were discussed with no further action taken at this time.
- **ADMINISTRATION, BUDGET & FINANCE COMMITTEE (WADE GETTLE)**
 - **Approval of Minutes:** Passing the gavel, Vice-President Bates made a motion to accept the Minutes of the February 8, 2024 Regular Meeting, seconded by Kyler Burke, carried by Council.
 - **Approval of the Treasurer's Report:** Vice-President Bates made a motion to accept the Treasurer's Report for February, seconded by Skip Butler, carried by Council.
 - **Approval of Bills:** Vice-President Bates motioned to approve the Bill Approval List, seconded by Skip Butler, carried by Council.
- **PUBLIC WORKS COMMITTEE (WADE GETTLE):**
 - **Streets & Water Report:** Reports are in everyone's file.
 - **Summer Help:** Kyler Burke motioned to advertise for two temporary employees for the Summer, seconded by Skip Butler, carried by Council.
 - **Christmas Light Committee:** E. Kreiser stated the Christmas Light Committee asked to add the trailer down by the garage to store additional Christmas Lights. Skip Butler motioned to allow the Christmas Light Committee to store an additional trailer at the Borough Garage, seconded by Kyler Burke, carried by Council.
 - **Stormwater Vac Truck:** E. Kreiser obtained pricing to rent a vac truck to clean out storm drains for \$2,200.00. Aimmee Reilly motioned to approve the rental of the vac truck for \$2,200.00, seconded by Elaine Holley, carried by Council.
 - **Fire Hydrant:** E. Kreiser stated the fire hydrant on High Street is leaking and needs replaced. Council further discussed. E. Kreiser will obtain quotes for the replacement.
 - **Hemlock Lane Paving:** E. Kreiser stated that he received three quotes for the paving at Hemlock Lane from the previous water

leak. All of the quotes came in under the bidding threshold amount:

- a. Kaufman Paving: \$6,500.00
- b. Arthur "Pat" Aungst: \$20,457.00
- c. Rittenbaugh Maintenance: \$12,450.00

Kyler Burke motioned to approve Kauffman Paving at \$6,500.00 to pave Hemlock Lane due to previous water leak, seconded by Aimmee Reilly, carried by Council.

- **Preventative Maintenance-Electrical:** Secretary Dyer stated the quote is preventative electrical maintenance for the wells and chlorine pump. Kyler Burke motioned to approve the Preventative Maintenance quote with Stroupauer Electric for \$1,920.00, seconded by Skip Butler, carried by Council.
- **PROPERTY & NATURAL RESOURCES COMMITTEE (LEROY BATES):**
 - **Berger Road-Illegal Dumping:** L. Bates stated JROTC worked on cleanup at Bergers Road today. L. Bates stated it is about 90% cleaned up. Council further discussed. E. Kreiser stated he reached out to the place in Liverpool and they are charging \$3.75 a tire. E. Kreiser will count the tires and obtain pricing for the April Meeting.
 - **Borough Owned Properties:** L. Bates wanted to provide a list of properties that are owned by Pine Grove Borough. Council further discussed.
 - **Solar Panel Lease Request:** Secretary Dyer stated we received a request to lease the land out at Pleasant Valley for solar panels. Council further discussed. Tabled to April/May's Meeting.
- **FLOOD MITIGATION COMMITTEE (WADE GETTLE):**
 - **FEMA CAV Meeting:** Secretary Dyer stated we have been working with FEMA. Secretary Dyer stated Wade and myself met with Argall's Office regarding some concerns about the CAV findings on Monday. Secretary Dyer stated Wade and myself will be meeting with Meuser's Office to help assist with this CAV findings as well.
- **PUBLIC SAFETY COMMITTEE (SKIP BUTLER):**
 - **False Alarm Ordinance:** S. Butler stated the Public Safety Committee met with the borough fire companies to discuss the fire alarm ordinance and the Guilford Mills false alarms. S. Butler stated there are some items in the ordinance that may need to be reworded. Council further discussed.
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION (AIMMEE REILLY):**
 - **501 3C Recreation Board:** A. Reilly stated she is looking into applying for a Recreation Board Committee under 501 3C/ non-profit separate from the borough to obtain funding. A. Reilly

discussed the training she attend through PSAB for newly elected council officials along with grant writing class. Kyler Burke motioned to allow Aimmee Reilly to start working on obtaining a 501 3C/ non-profit status with a separate Recreation Board for Pine Grove Area, seconded by Skip Butler, carried by Council.

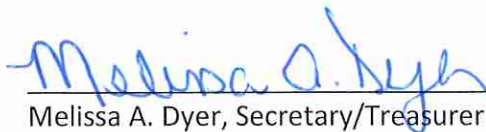
- **Season Pass Rates:** A. Reilly stated they are working on finalizing season pass rates for the 2024 Pool season.

○ **NEW BUSINESS:**

- **Security Cameras-Pool:** Secretary Dyer stated a discussion was had about installing security cameras at the pool last year, but no motion was made to move forward. Skip Butler motioned to approve Reed's Lock & Access Control System to install the new security cameras at the pool property, seconded by Kyler Burke.
- **Conference Room Chairs:** Secretary Dyer stated she obtained quotes for new conference room chairs. Council further discussed and Secretary Dyer will order the chairs.
- **2024 Electronic Recycling Event:** Secretary Dyer stated the Electronic Recycling Events are held every two years for borough residents and this year will be scheduled on Saturday, May 18th. Skip Butler motioned to approve the 2024 Electronic Recycling Event on Saturday, May 18th down by the canal, seconded by Kyler Burke, carried by Council.
- **Mill Race Alley:** Mayor Shiffer stated a complaint was received in regards to truck traffic on Mill Race Alley and causing damage to private property. Mayor Shiffer discussed maybe making it a one-way street or no truck traffic. Council further discussed. The Public Works Committee will take a look at this.

○ **PUBLIC COMMENT PERIOD: None.**

Skip Butler made a motion to adjourn the meeting at 8:53 p.m., seconded by Elaine Holley, carried by Council.


Melissa A. Dyer, Secretary/Treasurer