

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
September 11, 2025**

**GENERAL ATTENDANCE**

Officer Yarmush  
Wyatt Dixon  
Brayden Barry  
Lee Strubhar  
Justin Strickler

**COUNCIL ATTENDANCE**

**PRESENT:**

Leroy Bates, Council President  
Elaine Holley, Vice-President  
Kyler Burke, Pro-Tem  
Skip Butler  
Debra Thompson  
Mandy Miller, Assistant Treasurer/Water Administrator  
Shane Hobbs, Solicitor  
Willard Shiffer, Mayor

**ABSENT:**

Devin Lymaster  
Aimmee Reilly

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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 and Aimmee Reilly. A quorum was established. A moment of silence was held in observance of September 11<sup>th</sup>.

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

**SOLICITOR'S REPORT:**

- **Resolution #08-25 Bergers Road Sale:** Solicitor Hobbs went over the resolution for the sale of the Bergers Road Property. *Elaine Holley motioned to adopt Resolution 08-25 Bergers Road Sale, seconded by Kyler Burke, carried by council.*
- **Resolution #09-25 Finger Printing:** Matter is tabled until the October council meeting to obtain clarification and more information from Chief Trotter.
- **Water leak repair:** Solicitor Hobbs noted there is a water customer on the water system who has a large leak and has not made efforts to fix the leak. M. Miller stated she can send a letter requesting the property owner fix the leak. M. Miller will follow up with Solicitor Hobbs if no response is received from the property owner and further action needs to be taken.

○ SCHEDULED VISITORS:

- **Stephen Hassler – Peach Street Lease:** M. Miller stated Mr. Hassler was unavailable to attend tonight’s meeting, but that he is the new owner of the property previously owned by Travis Strubhar who was on the Peach Street lease for parking purposes. M. Miller stated that they need to remove Mr. Strubhar from the lease and add the new owners, Stephen and Tatum Hassler to the Peach Street Lease. Elaine Holley made a motion to remove Travis Strubhar from the Peach Street Lease and add the new owners, Stephen and Tatum Hassler to the lease, seconded by Skip Butler, carried by council.
- **PGAYSA:** M. Miller stated that the Pine Grove Youth Soccer Association would like council’s approval to hold a Santa Run 5k on December 6<sup>th</sup> and would like Veteran’s Memorial Drive to be shut down for the 5k. Kyler Burke motioned to shut down Veteran’s Memorial Drive on December 6<sup>th</sup> for the duration of the 5k event, seconded by Debra Thompson, carried by council.
- **HH&L:** Report in file.
- **NEFD:** Report in file. Lee Strubhar read over their monthly report. L. Strubhar introduced Justin Strickler who is learning to give reports at municipal meetings. L. Strubhar stated they will be providing traffic control for the Suicide Prevention 5k being held on September 13, 2025, they will be at the Elementary School on October 10<sup>th</sup> for a fire prevention event and also will be at the Autumn Stroll.

○ MAYOR’S REPORT:

- Officer Yarmush read over the monthly report.
- **Parking Meters:** Mayor Shiffer stated that cars are parked and either are not putting money in the meters or meters are full and money cannot go in the meter. Officer Yarmush stated he would talk to Chief Trotter about the meters that are full and they will continue ticketing efforts of vehicles parked at expired meters.
- **Parking on Sidewalk:** Debra Thompson stated that parking on sidewalks has seemed to lessen, but they are still seeing that happen in the Borough.
- **QOL:** Mayor Shiffer discussed properties being reviewed for QOL and possible code violations.
- **Towing:** Mayor Shiffer stated the Borough does not have a rotating list of towing companies and that a false post was put on Facebook recently, but that no such list exists. Solicitor Hobbs stated that it is his recommendation that the Borough does not have a towing ordinance in place due to ongoing issues other municipalities are facing that have towing ordinances. Council further discussed.

○ COUNCIL MEMBER AND COMMITTEE REPORTS:

- **EXECUTIVE COMMITTEE:** None.
- **PERSONNEL COMMITTEE:**
  - **Executive Session:** Kyler Burke motioned to go into Executive Session to discuss personnel matters at 6:27 p.m. seconded by Debra Thompson, carried by Council. Council returned from Executive Session at 6:35 p.m.

- **Community Pool Co-Managers:** Elaine Holley motioned to hire Candidates A and B as the co-managers for the Pine Grove Area Community Pool for the 2026 season, seconded by Kyler Burke, carried by Council.
- **Municipal Minimum Obligation (MMO):** Skip Butler motioned to approve MMO worksheets for Borough Pension and Police Pension, seconded by Kyler Burke, 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 August 14, 2025 Regular Meeting, seconded by Debra Thompson, carried by Council.
  - **Approval of the Treasurer's Report:** Council President Bates made a motion to accept the Treasurer's Report for August, seconded by Skip Butler, carried by Council.
  - **Approval of Bills:** Council President Bates motioned to approve the Bill Approval List, seconded by Kyler Burke, carried by Council.
- **PUBLIC WORKS COMMITTEE:**
  - **Streets & Water Report:** Report is in everyone's file. Council President Bates would like the streets department to look at drains on W. Pottsville Street which had rocks washed down at them after a storm. Kyler Burke stated there is also a drain near the old Armory building that also had rocks washed down around it and should be looked at.
- **PROPERTY & NATURAL RESOURCES COMMITTEE: None.**
- **FLOOD MITIGATION COMMITTEE:** Elaine Holley stated Wayne Lehman from the Schuylkill Conservation District informed her of a zoom meeting in November that will discuss matching grants. E. Holley stated information will be sent to her and Borough Manager Dyer with more information as they must attend the zoom meeting to be considered for the grants.
- **STORMWATER COMMITTEE: None.**
- **PUBLIC SAFETY COMMITTEE: Advanced Code Consultants:** Skip Butler stated they met with Advanced Code Consultants but that their fees seem to be more expensive than the company currently being used. Council further discussed.
- **COMMUNITY DEVELOPMENT, PARKS & RECREATION:**
  - **Pool:** Kyler Burke stated that Aimmee Reilly is waiting on a few other items to submit to get the remainder of the Step into Swim Grant. He also noted that the Vendor Market donated \$370 to the pool. K. Burke requested a profit/loss report for the October council meeting. M. Miller stated that the final bills were coming in for the pool and winterization of the pool was being done on September 15<sup>th</sup> pending weather.

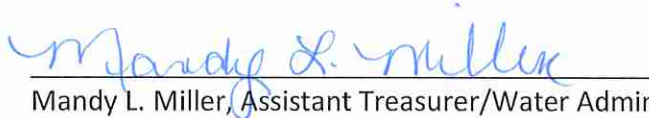
**NEW BUSINESS:**

- **Sidewalks:** Council President Bates stated that the Public Safety Committee should begin meeting more and find the worst sidewalks in the Borough and use them as a starting point for repairs/replacement. Solicitor Hobbs stated there are ordinances in other boroughs that discuss matching funds, etc. to get sidewalks repaired/replaced, council further discussed.

**PUBLIC COMMENT PERIOD:** None.

**PRESS COMMENTS AND QUESTIONS:** None.

Kyler Burke made a motion to adjourn the meeting at 7:03 p.m., seconded by Skip Butler, carried by Council.



Mandy L. Miller, Assistant Treasurer/Water Administrator