

**PINE GROVE BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
September 12, 2024**

**GENERAL ATTENDANCE**

Brandon Strouphauer-HH&L  
Lee Strubhar-NEFD  
Sgt. Beau Yarmush  
Earl Kreiser  
Jonathan Strauss  
Ben Readinger  
Slater McCann

Paul Gantz  
Braden Kern  
John Carl  
David Shaffer  
Tobin W.  
Jeffrey Alloway

**COUNCIL ATTENDANCE**

**PRESENT:**

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

**ABSENT:**

Devin Lymaster

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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. A quorum was established.

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

**SCHEDULED VISITORS:**

- **Jonathan Strauss:** Jonathan Strauss introduced himself as the owner of the Pine Grove Elderly Apartments and Creekside Apartments. Jonathan Strauss requested a reduction in his water bills. Council President Bates stated council will discuss in committee and will follow up with him.
- **TNC/ Craig Morgan:** Nicole Wooten gave council a brief overview of the conservation easement for our 3600 acres. Craig Morgan discussed an area nearby that has done the conservation easement. Council further discussed and will setup a property committee meeting to further discuss.

- **Paul Gantz:** P. Gantz lives at 203 American Legion Blvd and stated since they paved on 4<sup>th</sup> Street the water run-off is coming onto his property. P. Gantz also stated there is constant flow of water by 4<sup>th</sup> Street. Council further discussed. E. Kreiser will check the area for leaks.
- **HH&L:** Report in file. Brandon Strouphauer read over their monthly report.
- **NEFD:** Report in file. Council President wanted to thank North End Fire Company for assisting in traffic control at the red-light Tuesday to fix the paving. L. Strubhar stated Fire Prevention Program will be held in October.

○ **PROPERTY & NATURAL RESOURCE COMMITTEE:**

- **Forestry Bids:** Council President Bates stated we received two bids for the timber:
  - a. **Northern Land Services:** \$37,810.00
  - b. **G & R Timber:** \$25,058.00

Elaine Holley motioned to accept the highest bid of \$37,810.00 from Northern Land Services pending the solicitor's review, seconded by Aimmee Reilly, carried by Council.

○ **SOLICITOR'S REPORT:**

- **S. R. 125 Water Line:** Solicitor Hobbs stated he is still working on the easement for the S.R. 125 Water line.
- **82 & 110 S. Tulpehocken Street:** Solicitor Hobbs stated still working on the litigation matters and there is a hearing scheduled in October for 82 S. Tulpehocken Street. Council further discussed.
- **Streets Ordinance/ Wideawake Street:** Solicitor Hobbs stated draft is ready for advertisement. Elaine Holley motioned to advertise Streets Ordinance, seconded by Skip Butler, carried by Council.

○ **MAYOR'S REPORT:**

- Sgt. Yarmush read over the monthly report.
- Mayor Shiffer stated the motorhome parked on the sidewalk on main street has been ticketed.

○ **COUNCIL MEMBER AND COMMITTEE REPORTS:**

○ **EXECUTIVE COMMITTEE:**

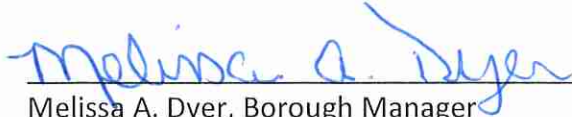
- **Crosswalk/ S. Tulpehocken Street:** Borough Manager Dyer provided an update on the possibility of adding an additional crosswalk. Borough Manager Dyer stated the project was handed over to our engineer for review.

○ **PERSONNEL COMMITTEE:**

- **Executive Session:** Skip Butler motioned to enter into Executive Session at 6:51pm to discuss personnel matters, seconded by Aimmee Reilly, carried by Council. Pine Grove Borough Council returned from Executive Session at 7:05pm.  
Skip Butler motioned to give Thomas Trotter a \$2.00 increase in pay due to obtaining his water operator license, seconded by Elaine Holley, carried by Council.

- Resolution # 08-24 Appointing Borough Manager: Elaine Holley motioned to adopt Resolution #08-24 appointing Melissa Dyer to the Borough Manager position, 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 15, 2024 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 August, seconded by Kyler Burke, carried by Council.
  - Approval of Bills: Council President Bates motioned to approve the Bill Approval List, seconded by Debra Thompson, carried by Council.
- PUBLIC WORKS COMMITTEE:
  - Streets & Water Report: Reports are in everyone's file.
  - Borough Office: E. Kreiser stated the streets crew redid the flagpole bed. E. Kreiser stated we had someone in for community service and he repainted the light posts outside.
- FLOOD MITIGATION COMMITTEE: None.
- STORMWATER COMMITTEE: None.
- PUBLIC SAFETY COMMITTEE:
  - High Street: Skip Butler stated there is an increasing number of trucks coming up High Street to access Long Stretch Road. Skip Butler stated they are getting stuck up top and have to back to down. Council further discussed and directed to call police if it happens again.
- COMMUNITY DEVELOPMENT, PARKS & RECREATION:
  - Pool: Aimmee Reilly stated the pool survived the summer. A. Reilly stated the Recreation Board Committee is discussing different ideas for the concession stand next year.
- NEW BUSINESS:
  - Tire Removal: Borough Manager Dyer stated the Streets Crew removed 268 tires with the County Recycling Event at the Pine Grove Township Building. E. Kreiser stated will still have over 100 tires left to dispose of.
  - Budget Meeting Change: Borough Manager Dyer stated she will be unable to attend the October 21, 2024 Budget Meeting and asked council to shift the budget meeting dates. Aimmee Reilly motioned to change the Monday, October 21<sup>st</sup> and November 4<sup>th</sup> Budget Meeting dates to Monday October 28<sup>th</sup> and November 11<sup>th</sup>, seconded by Kyler Burke, carried by Council.
- PUBLIC COMMENT PERIOD: None.
- PRESS COMMENTS AND QUESTIONS: None.

Skip Butler made a motion to adjourn the meeting at 7:33 p.m., seconded by Elaine Holley, carried by Council.

  
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Melissa A. Dyer, Borough Manager