

WEB COPY MONROE BOROUGH COUNCIL MEETING MINUTES – February 3, 2025

Location: Monroeton Library Meeting Room, 149 Dalpiaz Drive, Monroeton PA.

The regular meeting of Monroe Borough Council was called to order by Council President Dan Troup at 6:15pm, opening with the pledge of allegiance.

Present were Council President Dan Troup, Vice President Joan Grenell, Council members Brenda Munkittrick, Tim Kerrick and Leo Wills. Council members Bill Shaw, Eric West, and Mayor Seth Wills were absent. Also present were Secretary/Treasurer Laura Hewitt, Ordinance Enforcement Officer Kurt Lafy, and Fire Chief Matt Walker, plus members of the public (listed on sign-in sheet.)

Dan announced an executive session would follow the regular meeting,

Minutes from the January 6th meeting, corrected to reflect \$18,380 transferred from PLGIT, were passed unanimously by a Wills/Grenell motion.

The treasurer's report for January was approved, with a Munkittrick/Wills motion to pay bills as presented. Laura noted that the check for Playground Outfitters will not be mailed until the missing parts have been received by Al Pronti. A Munkittrick/Grenell motion passed unanimously to open a new debit account at C&N, with a beginning balance of \$500 transferred from the General Checking account, authorizing Leo Wills and Tim Kerrick as debit card holders, to make purchases as needed on motion or affirmation of Council. A Munkittrick/Kerrick motion was approved to transfer between \$12,000 to \$15,000 from PLGIT to the General Checking account to cover all expenses this coming month. A Wills/Grenell motion was approved to reimburse Jan Astore for her purchase of 'deposit' and 'paid' stampers.

Correspondence: emails received in January were distributed to committee members as received; the Valley Energy UPDATED NATURAL GAS EMERGENCY CONTACTS list was received and posted on the library foyer and office bulletin boards.

Public Participation: Scott Palmieri noted he received a Survey Request via postcard from Penn State University with questions biased against levees. Rosemary Menarsky encouraged Council to consider installing more electronic speed radar signs.

Borough Reports:

Library: The January report was received and distributed in meeting packets.

Fire: The January report was received and presented by Chief Matt Walter. Matt also shared information about the Fire Company's long range plans, which will require a professional engineering firm to conduct a feasibility study. LSA (Local Share Account) grants are available for such studies, but must be submitted by municipalities, NOT by the Fire Companies. Matt Walter (or the company he works for) can write the grant application, and is requesting the borough to submit it as 'administrator'. A Wills/Grenell motion passed unanimously to approve the Fire Company request for the Borough to submit an LSA grant application on their behalf.

Ordinance Enforcement: Kurt noted the proposed ordinance revisions were shared with the committee for their review, and receiving no comments, notes that it is now ready to be advertised. Regarding 362 James Monroe Ave, roof repairs were not begun last month and the district court fines were delayed by agreement. However, the blight grant application is near completion, and required an interior inspection. Upon inspection, the building will now be structurally condemned.

Levee Project: Cole Hilsher (DEP) responded to the Council's concerns about closure gates in the new drawings, with an explanation of their rationale. Laura was directed to send another email, that Council remains opposed to the closure structure.

Streets: The **road use agreement with Chesapeake** for water access use expired on 1/1/2025. Laura was directed to ask their representative to attend our next meeting.

Five tons of salt were purchased from Bradco Supply. Tim tried some repairs on the **salt spreader**; the motor may still need replacing. Tim was authorized to purchase additional parts as needed.

Any **plowing concerns** or complaints should be relayed directly to Tim and/or Dan.

Buildings/Grounds: Dan, Leo, and Tim will meet this month onsite at **234 Shaw Blvd** to begin planning the new building.

The **swing set** delivered to Shaffer's did not include seats or chains; Playground Outfitters responded quickly to our notice to them; the missing parts are on the way.

Vandalism: No reports.

Public Utility: Lights reported last month are back on; in response to Jerry Howard's inquiry, Laura noted that First Energy has a webpage anyone can use to report issues.

Water/Sewer (TMA): no report

Finance & Insurance: Towanda Little League's Certificate of Insurance was received.

EMC: no report

Mayor Seth Wills: not present, no report.

New/Other Business:

Petition packets are available February 10th for the **upcoming Primary Elections**. Expiring terms are Mayor Seth Wills, Council members Bill Shaw, Eric West, Dan Troup, Leo Wills (4 year), and Tim Kerrick (2 years), Jan Astore (tax collector), Karen King (judge of elections) and vacancies for Majority and Minority Inspectors of Election.

Jan has several years of tax records to deliver to the Borough for later **"records disposition."**

The regular meeting was adjourned at 7:40pm by a Munkittrick/Kerrick motion.

An executive session related to personnel job descriptions followed, attended by Council President Dan Troup, Vice President Joan Grenell, members Brenda Munkittrick, Tim Kerrick, and Leo Wills. The executive session ended at 8:22pm.

NOT OFFICIAL WITHOUT SECRETARY SIGNATURE AND BOROUGH SEAL

Respectfully submitted by Laura H Hewitt, Borough Secretary