



**Workshop Meeting (Agenda)
Monday, April 6, 2026 @ 7:00 PM**

MINUTES

Call to Order: *7:03pm*

Pledge of Allegiance (Prayer): *Mayor Hughes*

Roll Call. *All present*

Councilor William Bolton
Councilor Amanda Bunn
Vice-President Faith Ferebee
Councilor Monika Hill
Councilor Michelle Jackson
Councilor Harry McAlpin
President William Stewart

Mayor Ronald Hughes

Announcements

- No announcements.

Presentations

- No presentations.

Public Comment (Agenda Items Only)

1. Gene Wiley: questions about the work cell phone policy and third-party contractors doing work by his house that affected his property. President Stewart responded that such projects are under the purview of the Borough Engineer in coordination with PD and Borough and Peco/Peco contractors. A cell phone policy is underway.

Committee Reports

A. General Discussion (President William Stewart):

1. Status update on awarded grants.
 - I. 2021-22 CDBG for LHH renovations (floor, ceiling, doors, HVAC); 1 grant, 2 contracts under JP Kelly/Engineer*
 - II. DCED 160K grant for police car and new dump truck*
 - III. DCED Water & sewer grant 212,500K available. EPIC non-profit willing to do a free storm/sewer eval.*

IV. *Greenway Trail River Front Park Project 125K available*

2. Update on 2nd Street Extension project: *Offer of purchase was made by borough to owner of the property, Foxfield, for the and received no timely response. Next step in the process is a resolution to begin condemnation and the need to place 530k in escrow.*

B. Personnel (Councilor Monika Hill):

1. Right-to-Know response procedures. *The borough has a RTK email on the website and details of the process are outlined at <https://www.openrecords.pa.gov>*
2. Cell Phone Policy for Borough owned devices. *The numbers are on business cards and can be listed on website.*

C. Finance (Councilor William Bolton):

1. Audit Service proposals. *2 proposals were received: BarbaraKaneThornton was 5k less than the other firm Malley.*
2. Review of bill payment procedures. *Invoices are scanned into Dext system, goes to BM for approval, final approval goes to BB. After that a check can be cut by Brinker Simpson. Checks need 2 approved signatures to be sent.*

D. Emergency Services (Councilor Michelle Jackson):

1. Stryker Stretcher purchase. *Discussion of status of negotiations on an agreement. Borough is investing a significant amount of money to ensure ambulance services and needs an agreement to continue.*
2. Status of ALS/BLS Service Agreement. *56k check was received for all of 2025. 42,6k for 2024. Negotiations are in progress to allow borough to see billing and receive moneys due on a regular basis.*

E. Public Health & Safety (Councilor Harry McAlpin):

1. Discussion of borough code enforcement officer. *HMA wants to vote next meeting. WS discussed all the different types of code enforcement that need to be covered one way or another. State requirements and certifications and borough code regulate who is eligible to serve and provide services as a BCO.*

F. Public Facilities & Infrastructure (Councilor Amanda Bunn):

1. Review of PW equipment/supply needs for Spring season. *A list of seasonal supplies and equipment maintenance has been made in PW dept. We could use another FT worker in PW and we can hire from within.*
2. Post-Winter pothole and drainage inlet repairs. *They are scheduled with PW for spring and materials were ordered and are on hand.*

3. Mold/sewer back-up issues in Borough Hall basement. *The mold/sewer and storage issues are being address with JP Kelly. BB will reach out to Bob Linn to offer an opinion.*
4. *BB and WS discussion of reno and repair to the outdoor bathrooms at LHH. Tasked to JP to take a look.*

G. Community & Economic Development (Vice-President Faith Ferebee):

1. Update(s) on Citizen Boards, Commissions and Committees. *JR Council applications are going through the RHS. Beautification had first meeting and first event is scheduled. Auro aggregates volunteered to sponsor the tree for event.*
2. Spring Clean-up (05/16/2026 @ 9am-12:00 PM). *PennDOT is donating materials and other businesses have been contacted.*

Mayor's Report

Large slide at the Playground was damaged and has been taped off; needs replacement. Residents are removing tape to play there. Borough will have gate locked for safety until replacement.
May 9th job fair 11-1:30 at LHH.

Future Action Items (Scheduled for 04/13/2026)

Listed motions are draft Motions. Council may take action on any item listed on the Agenda, and the Motion which is passed may be different from, and have different effect than the Motion below.

- **Motion:** To accept/reject minutes from the Business Meetings held on 02/09/2026 and 03/09/2026.
- **Motion:** To accept/reject the minutes from the Workshop Meetings held on 03/02/2026 and 04/06/2026.
- **Motion:** To accept/reject the Treasurer's Report for March 2026.
- **Motion:** To approve/reject the Bill Pay List for March 2026.
- **Motion:** To approve/reject the Police Report for March 2026.
- **Motion:** To accept/reject the Fire Report for March 2026.
- **Motion:** To accept/reject the EMT Report for March 2026.
- **Motion:** To accept/reject the Code Enforcement Report for March 2026.
- **Motion:** To accept/reject the Health Report for March 2026.
- **Motion:** To accept/reject the Engineer's Report for March 2026.

Upcoming Meetings/Events

- 04/13/2026 @ 7:00 PM – Business Meeting (BH).
- 05/04/2026 @ 7:00 PM – Workshop Meeting (BH).
- 05/11/2026 @ 7:00 PM – Business Meeting (BH).
- 05/16/2026 @ 12:00 PM – Spring Clean-up (BH).

New Business/Open Discussion

1. *Ami: Summer camp, clearances, counselors, number of spaces for residents and non-residents. Dates: June 22-July 23. No camp on Fridays. Posted on website.*
2. *Gene Wiley: Questions about EMS Staffing. BB explained we are fully staffed and they are all part-time. They need a minimum number of hours per union contract or they choose to resign. WS, we have no scratches.*

Adjourn