

Borough Council Workshop Meeting Minutes – April 8, 2026

Call to Order – Mrs. Dekar called the meeting to order at 5:30pm.

Roll Call – The following members of the Borough Council were present; James Bentley, James Daly, Jessie Dekar, Derrick Hall, Jessica Meyer, and Dan Wayman. Also present; Henry Farley, Mayor; Jonathan Foster, Solicitor; Bruce Hoffman, Assistant Police Chief; Christopher Kaiden, Code Enforcement Director; Gil Crossett, Fire Chief; Robert Repasky, Assistant Fire Chief; Blane Lathrop, DPW Foreman; and David Jarrett, Borough Manager.

Citizens to be Heard – John Strange, 311 Lincoln Street addressed the Borough Council regarding his concerns about the sidewalks along South Keystone Avenue between Hayden Street and 119 South Keystone Avenue and explained that there are bumper blocks and vehicles that block the sidewalk.

Mr. Strange stated that the lack of sidewalks as well as painted lines designating the area of is a violation of rights of handicap individuals. Mr. Strange also stated that he had a variety of violations that he would like to discuss with the Code Enforcement Officer.

Mrs. Dekar explained that enforcement of vehicles parked on or blocking sidewalks is enforced by the Police Department and Mr. Strange stated enforcement would be difficult because there are not sidewalks.

Mr. Kaiden stated that if a sidewalk exists on a property, it must be maintained by the property owner. Mr. Kaiden explained that a letter can be sent to the property owners asking them to paint lines however they cannot be made to do so.

Mr. Strange stated that there was a meeting with PennDOT and the Borough that was coordinated by Senator Yaw's office which he was not informed about and that the Borough agreed to install delineators in front of the Original Italian Pizza restaurant.

Mr. Jarrett clarified that the request was to install parking signs and that the signs have not been installed because the issue of vehicles parking across the sidewalk that PennDOT constructed in front of the restaurant has improved without the signs. Mrs. Dekar stated that more research would be needed on the subject.

Approval of Bills List & Supplemental Bills List – March 24 – April 8, 2026 - A motion was made by Mr. Daly and seconded by Miss Meyer to approve the bills list and supplemental bills list. **Under the question:** There were none. **Roll Call: Mr. Bentley, Mr. Daly, Mr. Hall, Mr. Wayman, Miss Meyer, and Mrs. Dekar; YES.**

Approval of Resolution 2026-05 – Police Pension Contribution Waiver – A motion was made by Mr. Daly and seconded by Mr. Hall to approve Resolution 2026-05 waiving the 5% pension contribution by the Police Officers. Under the question: Mr. Wayman stated that he did not receive a copy of the Resolution and Mr. Jarrett stated that the document was inadvertently omitted from the meeting packets. Mr. Jarrett suggested that the matter be tabled and that he would get copies of the Resolution during the meeting recess.

Workshop Correspondence Summary – The following items were discussed;

- Conference Attendance Request – DEP Flood Protection Conference - Mr. Jarrett explained that Mr. Lathrop has attended this conference many times over the years and it provides a good opportunity to talk with officials from PA-DEP about their programs and regulations. PA-DEP covers the cost of hotel accommodations for the attendees.
- Park Use Request – Guthrie – Guthrie Gallop – May 16, 2026 - Mayor Farley asked that the portable restrooms for the event not be delivered until after 2:30pm.
- Street Closure Request – Duals on Desmond – Desmond Street – June 6, 2026 - Mr. Jarrett explained that this is the third year of the event and that it has become very successful and attracts many people to downtown Sayre.
- DPW Employee Resignation – Eli Benniger-Jones - Mr. Jarrett explained that Mr. Benniger-Jones has worked for the Borough since he was a senior in high school and that he studied welding at Corning Community College. Mr. Benniger-Jones has accepted a job as a welder and GTP in North Towanda.
- E-Bike & E-Scooter Regulations - Assistant Police Chief Hoffman explained that e-bikes and e-scooters have become increasingly popular in the Borough which has resulted in several near miss accidents. Assistant Chief Hoffman provided an example of an ordinance that was enacted in another community that stipulates that use of e-bikes and e-scooters on public streets. Assistant Chief Hoffman stated that the intent of the proposed ordinance is for safety purposes only and would require individuals under 16 to wear helmets and not ride the bikes and scooters on the sidewalks. Mrs. Dekar stated that the regulations will be reviewed and any necessary revisions will be made before an ordinance is advertised for adoption.
- Request from Dalton Spencer – Pay Step Advancement - Mr. Jarrett explained that the Borough received a letter from the Union on behalf of Officer Spencer asking that his previous experience as a patrol officer be given consideration for advancement to the next pay step. Mr. Jarrett stated that the advancement would cost approximately \$2,954.00 for the period of May 1 – December 31, 2026 and that Officer Spencer would have advanced to the next pay step at the end of this year.
- Chacona Lane – Temporary Restrictions - Mr. Jarrett explained that the entrance and exit of the Sayre Elks Club’s parking lot on South Elmer Avenue will be closed for at least a week during the streetscape improvement project and that a temporary traffic pattern on Chacona Lane between West Packer Avenue and West Lockhart Street will need to be implemented. Mr. Jarrett stated that all traffic will need to be directed toward West Packer Avenue until the entrance and exit to the parking lot can be re-opened.

Elected & Appointed Officials Questions & Comments - The following items were discussed;

- Miss Meyer asked about the clean-up project scheduled for April 11th and Mr. Jarrett reported that volunteers from Guthrie, Sayre Area School District Honor Society, Valley Energy, and several residents have registered to be part of the event.
- Mayor Farley announced that the movie produced about Sullivan's March in conjunction with the America250 celebration will be shown at the Sayre Theatre on Sunday, April 12th at 4:00pm. The movie will be presented free of charge to the community.

Department & Committee Reports – The following reports were presented for discussion;

- Fire Department – There were no questions or comments regarding the report. Miss Meyer stated that the open house hosted by Howard Elmer Hose Company was very informational and that more conversation is needed about the purchase of the new fire engine. Assistant Chief Repasky asked for direction from the Borough Council on the next step in the process and Mrs. Dekar stated that additional discussions will be needed before a decision to purchase the new fire engine can be made.
- Police Department – There were no questions or comments regarding the report. Assistant Chief Hoffman reported the new Chevrolet Tahoe has been delivered and thanked the Borough Council for purchasing the new vehicle. Assistant Chief Hoffman stated that the up-fitting equipment will be installed soon and the graphics will be installed before the new vehicle is placed into service. Mrs. Dekar offered to assist with the getting the Department's new computer system on line.
- Borough Manager – Mr. Jarrett reviewed the items listed in his report and explained that the upcoming Trap/Neuter/Release program will be conducted on April 27 and 28; the streetscape project will begin later this month, and that he is soliciting quotes to install a new building and concrete pad at Island Pond.
- Code Enforcement – There were no questions regarding the report, and Mr. Kaiden explained that he is working with the Bradford County Grants Department on the development of the specifications and contract documents for the demolition of 310 East Lockhart Street. Mr. Kaiden also reported that he will be starting his annual neighborhood walking program later this month.
- Solicitor – There were no questions or comments.
- Public Works Department – There were no questions or comments.
- Emergency Management – There were no questions or comments.
- Planning Commission – There were no questions or comments.

Recess – Mrs. Dekar recessed the meeting at 6:22pm.

Executive Session – The Borough Council went into Executive Session at 6:27pm to discuss personnel issues regarding the Public Works Department and the Code Enforcement Department. The session ended at 6:52pm.

Approval of Resolution 2026-05 – Police Pension Contribution Waiver – A motion was made by Mr. Daly and seconded by Mr. Hall to approve Resolution 2026-05 waiving the 5% contribution from Police Officers in 2025 and 2026. **Under the question:** Mr. Jarrett explained that this is an annual action and required for the current pension fund audit underway by the Pennsylvania Auditor General’s Office. **AYES – 6 NAYS - 0**

A recommendation will be made to the Borough Council to Extend An Offer of Employment to Neil Gilson for the position of Operator/Laborer Class B.

A recommendation will be made to the Borough Council to extend an offer of employment to Clair Pierce for the position of Code Enforcement Officer at an hourly rate of \$25.00 per hour in 2026 and that the offer of employment include a stipulation that Mr. Pierce successfully complete the certification requirements for the designation of Building Code Official and one (1) of four other certifications within one (1) year of this date of hire. There were no objections.

Adjourn – A motion was made by Mr. Daly and seconded by Miss Meyer to adjourn the meeting at 6:55pm. There were no objections.

Respectfully Submitted,



David M. Jarrett
Borough Manager/Secretary