

**Borough Council Workshop Meeting
Minutes – October 8, 2025**

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

Roll Call – The following members of the Borough Council were present; Cori Belles, James Daly, Derrick Hall, Dan Wayman, Jessica Meyer, and Jessie Dekar. Also present; Henry Farley, Mayor; Jonathan Foster, Jr., Borough Solicitor; Chris 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 – There were none.

Approval of Bills List & Supplemental Bills List – September 25 – October 8, 2025 –

A motion was made by Miss Meyer and seconded by Mr. Daly to approve the Bills List and Supplemental Bills List. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mr. Daly, Mr. Hall, Mr. Wayman, Miss Meyer, and Mrs. Dekar; YES.**

Vote To Approve The Purchase of Two (2) Solar LED Flashing Stop Signs For

Installation on North Elmer Avenue at the Intersection With Mohawk Street – A motion was made by Mrs. Belles and seconded by Mr. Daly to approve the purchase of the two (2) Solar LED Flashing Stop Signs for the intersection of North Elmer Avenue and Mohawk Street. **Under the question:** There were none. **Roll Call: Mrs. Belles, Mr. Daly, Mr. Hall, Mr. Wayman, Miss Meyer, and Mrs. Dekar; YES.**

Workshop Correspondence Summary – There were no questions or comments.

Elected & Appointed Officials Questions & Comments – There were no questions or comments.

Department & Committee Reports – The following reports were presented to the Borough Council;

- Fire Department – There were no questions or comments regarding the report. Assistant Chief Repasky asked if the Borough Council had any questions regarding the truck committee's report and recommendation to the purchase a new fire engine that was previously submitted. Mrs. Dekar stated that the Borough Council has not discussed the committee's report but a meeting will be scheduled in the future. Assistant Chief Repasky stated that committee's recommended manufacturer Pierce® will be issuing a price increase on November 1, 2025.
- Police Department – There were no questions or comments.
- Borough Manager – Mr. Jarrett reported that three (3) Resolutions will be presented to the Borough Council for approval at the October regular meeting for various projects. Mr. Jarrett explained that three (3) projects include a grant application to PA-DCED's Local Share Account grant program that he is preparing for improvements to the Borough Hall, Friends of Valley Playland are preparing a grant application to the same program for the proposed playground project on

West Lockhart Street at First Citizens Community Bank, and the third project that requires a Resolution is for a LSA grant is being submitted for the proposed Valley Art Center planned in the Enterprise Center.

Mr. Jarrett explained that the final draft of the 2026 budget will be distributed to Department Heads for review and comment prior to being distributed to the Borough Council for their review. Mr. Jarrett stated that the budget funds all current services as well as the cost associated for the new hire in the Police Department and the proposed full-time position in the Code Enforcement office. Mr. Jarrett stated that a tax increase will not be needed if the budget is adopted as presented.

Mr. Jarrett also provided an overview of the proposed vehicle and equipment purchases planned before the end of the year that includes a new Ford F600 Dump Truck for the Department of Public Works, a new hydraulic packer for the Borough's cardboard truck, a new cab & chassis that will be up-fitted with compartment body for recycling, and new vehicle for the Code Enforcement Officer. Mr. Jarrett explained that the new dump truck will be purchased with General Fund monies, the hydraulic packer and cab & chassis will be purchased with a recycling grant that will provide 90% of the funding, and funding for the code enforcement vehicle is available in the 2025 budget. Mrs. Belles asked if the code vehicle is scheduled to be replaced, and Mr. Jarrett stated that its replacement date was moved up from 2027 due to issues with the current vehicle.

Mr. Jarrett distributed a draft Memorandum of Understanding between the First Citizens Community Bank (FCCB) and the Borough for the playground property currently owned by FCCB. Attorney Foster reviewed his recommended revisions that will be forwarded to FCCB's attorney.

Mr. Jarrett explained that three (3) applicants were interviewed for the opening in the Public Works Department and the committee's recommendation is to extend an offer of employment to Glenn Brown. Mr. Jarrett explained that Mr. Brown has experience with operating various pieces of equipment and he has numerous certifications with engine repair and vehicle maintenance.

Mr. Jarrett reported that the safety mulch and border pieces have been ordered for the new playground equipment installed in Riverfront Park. Mr. Jarrett explained that the cost of the mulch was \$13,977.00 and the border pieces cost approximately \$3,835.00. Mrs. Dekar asked if it would be better to wait until next Spring to install the mulch and Mr. Jarrett stated that 22 tons of mulch are needed for the project and that the mulch will be delivered on 22 pallets or 22 large one (1) ton sacks that will be difficult to store over the Winter.

Mr. Jarrett provided a copy a proposed Memorandum of Understanding (MMO) between the Borough and Greater Valley EMS to designate the Borough's DPW facility as a back-up location for GVEMS in the event of an emergency that impacts their facility on North Lehigh Avenue. Mr. Jarrett explained that the MMO is a boiler plate agreement and that if GVEMS ever needed to use the DPW facility it would most likely be during a large scale event that would impact the entire Valley.

Lastly, Mr. Jarrett asked for an executive session to update the Borough Council on the status of the Non-Uniform Employee Collective Bargaining Agreement.

Mrs. Belles suggested that a report be prepared that provides residents with an overview of the various initiatives and projects that have been implemented and completed recently. Mrs. Belles explained that the Borough Council has been very responsive to resident's concerns related to traffic, lack of recreation opportunities, and taxes.

- Code Enforcement – Mr. Kaiden asked to meet with the Borough Council in executive session to discuss 310 East Lockhart Street. Mrs. Belles asked Mr. Kaiden to contact the owner of the new homes that are being constructed in Milltown to discuss cleaning up their portion of property along Cayuta Street.
- Borough Solicitor – There were no questions or comments.
- Public Works Department – Mrs. Dekar asked if there was road salt in stock and Mr. Lathrop stated that the salt bins are full.
- Emergency Management – There were no questions or comments.
- Planning Commission – There were no questions or comments.

Recess – Mrs. Dekar recessed the meeting at 5:58pm.

Executive Session – The Borough Council went into Executive Session at 6:00pm to discuss the status of purchasing 310 East Lockhart Street and the status of the Non-Uniformed Employee Collective Bargaining Agreement. The session ended at 6:30pm.

Adjourn – A motion was made by Mrs. Belles and seconded by Miss Meyer to adjourn the meeting at 6:30pm. There were no objections

Respectfully Submitted;



David M. Jarrett
Borough Manager/Secretary