

Jermyn Borough  
**Council Minutes**  
March 21, 2024

The Jermyn Borough Council held a council meeting on Thursday, March 21, 2024 at 7:00 pm in the Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave. Jermyn, PA 18433.

The meeting was called to order by Vice President Tricia Dabney with the Pledge of Allegiance.

On roll call, the following members were present: Trish Dabney, Mark Kilmer, Jeff Morcom, and Carl Tomaine. Mayor Fuga and Attorney Brendan Fitzgerald were also present. Robert Hunt, Chris Cook, KBA, Bob Chase, NEIC, Jim Perry, Nicole Stephens, and Stanley Hallowich were absent

**Minutes:** C. Tomaine made a motion to accept the minutes of 2/15/2024 as presented, and J. Morcom seconded. All in favor, motion carried.

**Treasurer's Report/Bills Payable:** S. Lee read the treasurer's report:

Current Assets

Checking/Savings

|                            |                |
|----------------------------|----------------|
| American Rescue Plan Fund  | 135,747.33     |
| Capital Reserve - DPW      | 909.52         |
| Capital Reserve - Police   | 5,414.82       |
| Crime Watch Fund           | 222.69         |
| General Fund - Community   | 35,930.28      |
| General Fund - FNB         | 5,638.81       |
| Holiday Lights Fund        | 1,459.09       |
| Investment - General Fund  | 1,073.86       |
| Investment - Liquid Fuels  | 23,644.31      |
| Investment - Paving Fund   | 1,085.04       |
| Investment - Recycling     | 118.59         |
| Investment - Refuse        | 169.11         |
| Liquid Fuels - FNB         | 71,624.78      |
| Petty Cash                 | 221.50         |
| Recreations Fund           | 30,224.45      |
| Recycling - Community      | 3,468.14       |
| Refuse Checking - FNB      | 28,270.90      |
| <br>Total Checking/Savings | <br>345,223.22 |

Current Liabilities

Accounts Payable

|                           |            |
|---------------------------|------------|
| 200000 - Accounts Payable | 14,004.26  |
| Long Term Debt            | 160,122.30 |

A motion was made to accept the treasurer's report and pay bills by J. Morcom. Seconded by M. Kilmer. All members in favor. Motion carried.

**Ratify Bill Paid on 3/7/24:** Motion was made to accept bills paid on 3/7/24 by J. Morcom. Seconded by C. Tomaine. All in favor, motion carried.

**Secretary Report:** S. Lee advises that she is waiting for Krigger Pipeline to get her a quote for replacing the two storm water pipes located at the intersection of Bacon and Madison, as these are collapsing, and it would be in the boroughs best interest to have these replaced now before UGI paves the road way. Also, she would like the council to consider or think about hiring a part-time code enforcement officer, as the warm weather is on its way, which means we will start to see property maintenance issues arise, and we need someone who is certified to handle these issues and court proceedings. Lastly, she advised that our 2024 Liquid Fuels funding has been received.

**Correspondence:** T. Dabney read a letter received from Frank Kulick addressed to the council. As it was read. Dear Jermyn Borough Council, it has been a pleasure and honor to serve the borough of Jermyn these last 8 years as Council President. I want to thank all former members of the council, as well as former mayor Smallacombe and Mayor Fuga, for their support over that time. It takes a lot of cooperation and hard work, as well as always keeping the best interests of the entire town at heart, for a governing body to be successful. I want to thank the former solicitors we have had, and especially thank the Larry Moran Jr. firm, most notably Brendan Fitzgerald, for his invaluable advice and for always being available for consultation. Having said that, it is time for me to step aside, so I hereby resign effective this date, March 21, 2024 resign from the Jermyn Borough Council. Sincerely, Frank Kulick.

A motion was made to accept Frank Kulick's resignation by M. Kilmer. Seconded by C. Tomaine. All members in favor. Motion carried.

The second letter received was from the Carbondale Library announcing that they will be celebrating their 150<sup>th</sup> anniversary in May of 2024. They reached out to see if Jermyn Borough would like to be a sponsor for them even by donating and receiving an ad in their programs book.

A motion was made to make a \$25.00 donation for their classic ad by C. Tomaine. Seconded by M. Kilmer. All members in favor. Motion carried.

**Public Comment:** Charles McAndrew, Jr. 401 Roosevelt St. approached council in regards to some utility bills, and property issues, in which he advise that he had received appropriate information from the boroughs appointed officials.

Mark Cordell from Lackawanna County wanted to introduce himself and advise the council of some upcoming events that will be taking place within the county and has requested that some of these items be shared with the public, as he had brought with him some of the event fliers.

**Professional Reports:**

Police: Absent

Fire: Absent

EMA: Absent

Solicitor: B. Fitzgerald advises that he would like to discuss the Rushbrook Creek project and some personal matters he would prefer to discuss under executive session.

Code Enforcement: Absent

Grants: None

Zoning: Absent

Engineer: Absent

Tax Collector: Absent

Mayor: F. Fuga advised that UGI had reached out in regards to the property behind the borough building located in the alleyway. As the gas line connected to this property was never connected according to code, as it was run through private property. So, they are looking at running a line up from Gibson St. to the property. With that said, and because this alleyway is considered a dirt alley, he would like to have them use the millings from the streets to create a base in the alley and then look at having it paved later.

**Committee Reports:**

Planning Commission: None

Public Safety: None

Mayor: None

Finance: None

Shade Tree: None

Grants: None

MS4: None

DPW: None

Recreations: S. Lee would like to use our recreations bank account to purchase the required items for the concession stand repair, and they're for will redeposit the money as the payments are issued from the insurance company after our receipts are submitted to them.

She has also asked our Electrician to take a look at the stand while the walls are open to address any issues. And to also request for a couple more plugs to be installed for some of the new equipment. He has agreed to only charge for the materials and donate his time for these updates.

Also discussed with the electrician some other possible alternatives for fixing or replacing the lights on the basketball court. We feel and have found that it would financially make more sense to go with an LED solar light that could just be mounted on the already existing light pole. Thus, not adding to our electrical bill for the field, and the fixture I would like to purchase has multiple features such as Dusk to Dawn, Motion Sensing, Smart dimming etc. the cost for this fixture is about \$498.52 each and we will need two of them which will come out of the Recreations account. Per the Solicitor, this item will need to be placed as an agenda item for the next meeting to be approved by motion from the council.

**Woodlands Sewer and Paving Project Phase 2 Bid Opening:** A motion was made to approve upon review of the lowest responsible bidder, Stafursky Paving Co., with the amount of \$116,170.00 by C. Tomaine. Seconded by J. Morcom. All members in favor. Motion carried.

**Executive Session:** Council convened into executive session at 7:39 pm for to discuss litigation matters. Council reconvened from executive session at 8:17 pm.

**RUSHBROOK CREEK UPDATE:** A motion was made to authorize the Solicitor to be able to settle the cases for the Rushbrook Creek project for the amount appraised for each property by J. Morcom. Seconded by M. Kilmer. All members in favor. Motion carried.

**New business:** J. Morcom has made a request on behalf of the fire company's to be allowed to use the upstairs for fire training like they had in the past. Council and the secretary have agreed this should not be an issue and it will be discussed to avoid any gym bookings.

M. Kilmer advised that the fire police are requesting their room or a more accessible location to keep their equipment. It was discussed about setting them up at one of the fire departments instead of the borough, as it would make more sense to have their equipment at one of these locations to make it easier for them to obtain it when needed.

**Adjournment:** A motion was made to adjourn by J. Morcom. Seconded by C. Tomaine. All members in favor. The meeting adjourned at 8:23 pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Shannon Lee".

Shannon Lee, Secretary/ Treasurer