**Council Meeting Minutes, Jan. 2, 2024 Reorganization & Monthly Meeting**

The meeting was called to order at 6:00p in the conference room of the municipal building by Mayor Kilgore, who led the Pledge of Allegiance. Rocco Ali was given the oath of office by the mayor. Newly elected Council member Marsha Dufour was given the Oath of Office by a Notary Public prior to the meeting.  
Roll Call: Present: D. Riggle, R. McMunn, R. Ali, M. Dufour, Sec’y E. Stitt  
Also Present: N. Guntrum-Senate Eng., Solicitor J. Kelly. Mayor Kilgore.

Pledge  
Oath  
Roll Call

Reorg. Mtg.

Minutes  
  
Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

- Mayor Kilgore asked for nominations for Council President: D. Riggle nominated by M. Dufour. Motion: R. Ali, R. McMunn - ayes 4, nays 0.  
- Mayor asked for nominations for V. President: R. Ali nominated by M. Dufour, R. McMunn seconded – Ayes 4, Nays 0.  
- Mayor asked for nominations for Pres. Pro-Temp. R. McMunn was nominated by R. Ali, M. Dufour seconded – Ayes 4, Nays 0. Meeting was turned over to President D. Riggle  
- Motion by D. Riggle, M. Dufour, to name Patrick Froncek Chairman of the Vacancy Board – ayes 4, nays 0.  
- Motion by D. Riggle, R. Ali reappoint J. Favero as Zoning Hearing Board Solicitor – Ayes 4, Nays 0  
- Motion by D. Riggle, R. McMunn, to reappoint Meyer and Darragh Solicitor – ayes 4, nays 0.  
- Motion by D. Riggle, R. Ali, reappoint Senate Engineering as Borough Engineer – Ayes 4, Nays 0.  
- Motion by Motion by D. Riggle, R. McMunn to reappoint Bureau Veritas as Building Inspector- Ayes 4, Nays 0 .

-Tracy Miller’s resignation from the Borough Administrator position as of December 28 was noted.

Review & approve minutes from Dec. 4 mtg. & Dec. 18 special meeting. Motion: R. Ali, D. Riggle – Ayes 4, Nays 0.  
  
The Hickory Nut Road drainage project is finished. ADA ramps on Acheson were discussed. Notice to proceed on Oakwood Avenue needs to be given to A. Folino Construction. An MS4 violation was written up for failure to inventory fall spaces.   
  
R. Ali noted that PennDOT estimated a cost of $54,000 for repaving Allison from 18th to 19th. Private fence posts on Locust right of way were discussed.  
  
  
Pat Froncek talked about some houses not having current street numbers posted.  
  
Motion by D. Riggle, R. Ali, to pay Brenda Troup $15.00/hour for her duties as Code Enforcement/Zoning Officer Ayes 4, nays 0.

Ordinances to restrict parking on 15th Street and creating a 4 way stop at the post office were tabled.

Garbage fees for 2023 totaled $134,014.68.

J. Kilgore advised residents to call 911 with any Police matters, not to make a posting on Facebook.

Motion by R. Ali, R. McMunn, to accept the financial reports and bill lists for December, 2023 as presented – ayes 4, nays 0

No report submitted.  
  
 Adjournment was moved at 7:20 by R. Ali, M. Dufour

**Council Meeting Minutes,February 5, 2024 Meeting**

Pledge  
Oath  
Roll Call  
  
Minutes

Engineer

Public Works

Citizens

Councilman

R. Ali to Sign

KVWPCA Rep

Library Donation

Ord. 352 Fire Hall Parking

Executive

Session

Suspend

Employee

Mayor’s Report

Financials

Zoning Rep.

Adjourn

Minutes  
  
Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

The meeting was called to order at 6:00 pm in the conference room of the municipal building by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: N. Guntrum-Senate Eng., Solicitor J. Kelly. Mayor Kilgore, Sec’y E. Stitt. D. Riggle was absent

Review & approve minutes of the January 2, 2024 reorganization meeting and regular Council meeting. Motion:M. Dufour, R. McMunn – Ayes 3, Nays 0.  
  
Paperwork from A. Folino needed so that Notice to Proceed on Oakwood can be given. Possible park grant is available from DCNR. MS$ papers were sent to DEP.. Income surveys will be needed for funds to repave Allison Ave.  
  
R. Ali reported that the red truck needed a new tire. The crew has been clearing snow.   
  
Susan Bell talked about a tree in Delaware Alley .  
Ms. Hileman discussed the Apollo Library.

Eugene Burns talked about three blighted houses on Clark Avenue.

Jim Barclay talked about Fire Department activities and noted that permission would be needed to block off streets for a street fair in July.

The need for a Councilperson to fill the current vacancy was discussed. No letters of interest were received.

Motion by R. McMunn, M. Dufour to confirm R. Ali as signatory on the Borough’s accounts at Apollo Trust- 3,0

Discussion took place regarding appointment of a representative to the KVWPCA Board. Candidates are being

evaluated.

Possible elimination of the donation to the Apollo Library was discussed.

Motion by R. McMunn, M. Dufour, to adopt Ordinance 352 of 2024, restricting parking on Acheson Avenue near

The Fire Hall – 3, 0.

Motion by R. McMunn, M. Dufour, to go into executive session to discuss personnel matters – 3, 0.

Motion by M. Dufour, R. McMunn, to return to regular session – 3, 0.

Motion by R. Ali, R. McMunn, to indefinitely suspend without pay employee A for misuse of the Borough’s gas card and serve notice to the employee – 3, 0.

Police activities report was read. An oil spill on River Road on January 5 and 6 reminded of the need for an emergency route out of town. Pizza delivery drivers need to show more caution. An assistant is needed for the Emergency Management Coordinator

Motion by R. McMunn, M. Dufour to accept the financial reports and bill lists for January, 2024 as presented – 3, 0.

No report submitted.  
  
 Adjournment was moved at 7:10 by R.McMunn, M. Dufour

**Council Meeting Minutes, March 4, 2024 Meeting**

Pledge  
Roll Call  
  
Minutes

Engineer

Citizens

Little

Library

Garage Doors

Councilman

Office Employee

KVWPCA Rep

Public Works

Executive

Session

Mayor’s Report

Financials

Zoning Rep.

Adjourn

Minutes  
  
Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

The meeting was called to order at 6:00 pm in the conference room of the municipal building by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: N. Guntrum-Senate Eng., Mayor Kilgore, Sec’y E. Stitt. D. Riggle was absent

Review & approve minutes of the February 5, 2024 regular Council meeting. Motion: R. McMunn, M. Dufour – Ayes 3, Nays 0.  
  
Plans for Acheson Avenue being finalized. Sidewalks need to be done. Kathy Heilman is looking for funds for Allison Ave. paving. A couple changes were proposed for Oakwood Ave.

James Barclay advised of a CDBG grant for the fire hall to help make it ADA compatible. A 10% Borough share is needed.

Miranda Hileman spoke about Apollo Library activities

Angie Kerr requested permission to put up a Little Free Library outside Ron Kerr Park. Motion by M. Dufour, R. McMunn to permit – Ayes 3, Nays 0.

Drew Hreha discussed a resolution regarding raw agriculture products.

Quotes received for repairing the overhead garage doors. Motion by M. Dufour, R. McMunn, to have Rusch Doors do the repairs at a cost of $3,833.00 – Ayes 3, Nays 0.

Discussion took place regarding need for a Councilman. Decision was to petition the County Court for Donald Acker to be appointed.

Discussion took place regarding the need for an office employee to replace Tracy Miller. Motion by R. McMunn, M. Dufour to advertise for a full time office employee – Ayes 3, Nays 0.

Patrick Froncek and Dean Moyer expressed interest in serving as the Borough’s representative to the Kiski Valley Water Pollution Control Authority Board. Motion by R. McMunn, M. Dufour, to appoint Dean Moyer as the Borough’s representative to the KVWPCA Board – Ayes 3, Nays 0.

Possible hiring of an additional Public Works employee was discussed. An ad for a part time employee will be placed in the Leader-Times.

Motion by M. Dufour, R. McMunn, to go into executive session to discuss personnel matters – Ayes 3, Nays 0.

Motion to return to regular session by R. McMunn, M. Dufour – Ayes 3, Nays 0.

J. Kilgore read the Police report for February. It was noted that plans, and emergency route are needed for emergencies such as the oil spill on January 6. Also signage indicating requirement for a peddling permit is needed.

Motion by R. McMunn, M. Dufour to accept the financial reports and bill lists for February, 2024 as presented – Ayes 3, Nays 0.

No report submitted.  
  
 There being no further business to discuss, meeting was adjourned by R. Ali at 7:22 PM.

**Council Meeting Minutes, April 10, 2024 Special Meeting**

Council met in special session at 6:00 pm in the conference room of the municipal building. Meeting was called to order by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: Mayor Kilgore, Sec’y E. Stitt. D. Riggle was absent. The meeting was called to discuss and take possible action regarding hiring of an Office Administrator to fill a vacancy.

Pledge  
Roll Call

Citizen Comments

Executive Session

April Zakany

Hired  
  
Adjourn

.

No citizens signed in.

Motion to enter executive session to discuss personnel matters/possible hiring by M. Dufour, R. McMunn – Ayes 3, Nays 0

Motion to return to regular session by R. McMunn, M. Dufour – Ayes 3, Nays 0.

Motion by R. McMunn, R. Ali, to hire April Zakany to the full time position of Borough Administrator at a wage of $18.00 per hour, beginning April 15, 2024 – Ayes 3, Nays 0.

There being no further business to discuss meeting was adjourned at 6:15 PM by R. Ali.

**Council Meeting Minutes, April 1, 2024 Meeting**

The meeting was called to order at 6:00 pm in the conference room of the municipal building by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: Mayor Kilgore, Sec’y E. Stitt. D. Riggle was absent

Pledge  
Roll Call  
  
Minutes

Engineer

Public Wks.

Citizens

Business Items

Emergency Route

Peddler Signs

Executive

Session

Mayor’s Report

Financials

Zoning Rep.

Adjourn

Minutes  
  
Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

Review & approve minutes of the March 4, 2024 regular Council meeting. Motion: R. McMunn, M. Dufour – Ayes 3, Nays 0.  
  
Order to proceed was issued to A. Folino for Oakwood Ave. A core sample will be needed. MS4 paperwork is to be completed. Hickory Nut Rd. grant is completed.

R. Ali announced that pothole patching will be held until temperatures are more consistent. Firemen are to test Oakwood Ave. catch basins for drainage.

William Beck complained about the need for pothole patching.

Pat Froncek, Vacancy Board chair refused to sign petition to recommend Donald Acker for Council. Also, talked about the lack of numbers on some properties.

R. Ali noted that an interview with an applicant for the Administrator position is scheduled for April 3 at 1 PM. Also, there is one possible applicant for the Public Works job.

Discussion with Mayor Kilgore regarding the need for an emergency route out of town. Motion by M. Dufour, R. McMunn to pursue creation of an emergency route out of town – Ayes 3, Nays 0.

Discussion with Mayor Kilgore regarding placement of signs stating that Peddler Permits are required in town.

Motion by R. McMunn, M. Dufour, to go into executive session to discuss personnel matters – Ayes 3, Nays 0.

Motion to return to regular session by R. McMunn, M. Dufour – Ayes 3, Nays 0. No action was taken.

Discussion with Kiski Police Chief Lee Bartolicius . He asked that Police be called if anything suspicious is observed.

Motion by R. McMunn, M. Dufour to accept the financial reports and bill lists for March, 2024 as presented – Ayes 3, Nays 0.

No report submitted.  
  
 Adjournment was moved by R. McMunn, M. Dufour at 7:30 PM – Ayes 3, Nays 0.

**Council Meeting Minutes, May 6, 2024 Meeting**

The meeting was called to order at 6:00 pm in the conference room of the municipal building by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: Mayor Kilgore, Sec’y E. Stitt. Administrator April Zakany, Solicitor J. Kelly, Engineer Josh Callender D. Riggle was absent

Pledge  
Roll Call  
  
Minutes

Engineer

Public Wks.

Citizens

Air unit/garage door

Mayor’s Report

Financials

Zoning Rep.

Adjourn

Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

Review & approve minutes of the April 1, 2024 regular Council meeting. Motion: R. McMunn, M. Dufour – Ayes 3, Nays 0.  
  
Proposals received from Folino for wedge curb and inlet adjustment $12,000. Motion by M. Dufour and R. McMunn to approve 3-0. Core samples received, and the 1st sample was not acceptable. The second sample is still awaiting results.

Motion to hire new street worker Randy Shriver. R. McMunn M. Dufour Ayes 3, Nays 0. Patching material is being acquired for projects.

P. Froncek spoke about condemned buildings

P. Froncek did not sign a petition to appoint Don Acker to council. Motion by R. McMunn and M. Dufour to deem the chair position of the Borough vacancy board vacated due to Mr. Froncek’s failure and refusal to perform his statutory duties as chair, and to proceed with the petition to fill the vacant Council position pursuant to the Pennsylvania Borough Code. Aye 3, Nay 0.

Motion then made R. McMunn, M. Dufour for petition to be filed and signed by each council member. Ayes 3, Nays 0.

3 quotes received for new air conditioning unit for borough building. Best was Ferguson Heating and Air at $4,990. Motion to accept by M. Dufour and R. McMunn. Ayes 3, Nays 0.

Repairs completed on garage doors.

Repaving of Allison Ave was discussed, $55,000 estimated cost. Funding still being sought.

J. Kilgore presented the police report for April. Discussion ongoing about police presence.

National Night Out will be August 6. Chief Bartilocious discussed the multi-agency arrest on Feb 24. Lengthy discussion regarding potentially joining regional police force.

Motion by R. McMunn and M. Dufour to accept financial reports for April. Ayes 3. Nays 0.

Brenda Troup determined the properties needing help and is sending letters to the owners

Adjournment was moved by R. McMunn, M. Dufour at 7:35 PM – Ayes 3, Nays 0.

**Council Meeting Minutes, June 3, 2024 Meeting**

The meeting was called to order at 6:00 pm in the conference room of the municipal building by Vice President R. Ali, who led the Pledge of Allegiance Roll Call of Members: Present were R. Ali, R. McMunn ,M. Dufour. Also Present: Mayor Kilgore, Sec’y E. Stitt. Administrator April Zakany, D. Riggle was absent

Pledge  
Roll Call  
  
Minutes

Engineer

Public Wks.

Citizens

 Items for

discussion

 Executive Session

Mayor’s Report

Financials

Zoning Rep.

Adjourn

Engineer’s  
Report   
  
  
Public Works

Citizens  
  
B. Troup  
  
Ordinances

Garb. Fees

Mayor Rept.  
  
Financials

Zoning Rpt.

Adjourn

.  
  
Adjourn

Review & approve minutes of the May 6, 2024, regular Council meeting. Motion: R. McMunn, M. Dufour – Ayes 3, Nays 0.  
  
Engineer discussed Acheson Ave and gave 4 bids to council to consider in executive session. MS4 options for pollution reduction for holding ponds. Update on Oakwood involving inlet needing repaired. Folino to assess and correct.

R. Ali presented update on the street department. We now have a crew of 2. Pot holes are continuing to be repaired. The air conditioning in the borough office has been replaced. Folino due Wednesday for assessment of Oakwood. We are searching for grants for Allison Ave for milling, tar and chipping. Updates to follow.

C. Kerr inquired on a chicken ordinance. Advised on fire at the junk yard and the burning ordinance. A. Heilman spoke about the summer events and general information of the Apollo Library.

Kerr park equipment in disrepair needs torn down. Motion to tear down made by R. McMunn and M. Dufour seconded. Ayes 3. Nays 0

D. Acker appointment is awaiting court approval.

Updated on A/C

Updated on Acheson Ave and Valerena sidewalk proposals

R. McMunn motioned for executive session to review propsals for Acheson Ave. M. Dufour seconded. Upon the session's end, R. McMunn motioned for the regular meeting to continue and M. Dufour seconded. Council approves Fouse bid at $19,760. Motion to approve by R. McMunn. M. Dufour seconded. Ayes 3. Nays 0.

Mayor Kilgore presented the police report for May. Updated on National Night Out event. Ongoing discussion regarding police presence. Chris Fabek of the Regional Police South Armstrong discussed further information regarding upcoming contract information.

Motion to accept the review of financials made by M. Dufour. R. McMunn seconded. Ayes 3. Nays 0 Discussed Valarena sewer recovery.

Brenda issuing letters to those with destressed

properties.

Motion to adjourn made by R. McMunn. M. Dufour seconded. Ayes 3. Nays 0. Meeting adjourned at 7:25 p.m