

**MINUTES  
NORTH EAST BOROUGH COUNCIL**

**Monthly Meeting  
August 4, 2025**

**COUNCIL MEMBERS PRESENT:**

Amber Belson, President  
Ryan McGregor, Vice President  
Todd Luke, President Pro Tem  
Nancy Anderson  
Heather Jones  
Bill Beardsley

**OTHERS PRESENT:**

Bobbi Jo Morey, Mayor  
Emma Scully, Junior Council Person  
Patrick Gehrlein, Borough Manager  
Dan Miller, Solicitor  
Rebecca Bliss, Administrative Assistant  
Julio Pazmino, Waste Water Supervisor  
Wayne Yokom, Streets Supervisor  
Mark Hamman, Assistant Streets Supervisor  
Tyler Simmer, Water Supervisor  
Sean Lam, Police Chief  
Joseph Schneider  
Nancy Schneider  
Jake Jones  
Sherry Reed  
Alison Schmidt  
Pauline Maynard  
Jan Abate  
Bill Klenz  
Gary Cunningham  
Robert Hoyt  
Debra Meehl  
Pattie Stempka  
Eric Luke  
Ken Snyder  
Denny Belknap  
Lisa Belknap  
Cheryl Burgess  
Jennifer Nam  
Rosan Adkins  
Ronald Klepadlo  
Betty Truby  
Alyssa Jackson  
Others present, not signed in

The regular monthly meeting of North East Borough Council will be held Monday, August 4, 2025, at 6:00 p.m. in Council Chambers.

**CALL TO ORDER:**

Borough Council President A. Belson called the meeting to order at 6:00 p.m., at which time the Pledge of Allegiance was recited.

**INVOCATION:**

R. McGregor offered the invocation.

**MINUTES:**

R. McGregor motioned to approve the July 7, 2025, minutes as presented. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**EXPENSE REPORT:**

B. Beardsley motioned to approve the Expense Approval Report as presented. N. Anderson seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**CITIZENS TO BE HEARD:**

**Gary Cunningham and Bill Klenz – Cherry Festival**

B. Klenz read a statement on behalf of the Fire Department. He expressed their disappointment at the disrespect shown by the Borough to allow another event to occur at the same time as the Cherry Festival that others profited from at the expense of the firemen.

A. Belson stated that it was an event held on private property, within the commercial zoning regulations. P. Gehrlein stated that a temporary Zoning Occupancy permit was issued as the use of the property met Zoning requirements. R. Hoyt stated that temporary occupancy permits require running water, illuminated exit signs, etc. P. Gehrlein stated that Building Occupancy Permits require those things, but that the Borough only issues Zoning Permits, not Building Permits.

**REPORTS FROM ELECTED OFFICERS:**

There were no Reports from Elected Officers.

**REPORTS FROM APPOINTED OFFICERS:**

There were no Reports from Appointed Officers.

**REPORTS FROM STANDING COMMITTEES:**

There were no Reports from Standing Committees.

**REPORTS FROM SPECIAL COMMITTEES:**

There were no Reports from Special Committees.

## **UNFINISHED BUSINESS:**

There was no Unfinished Business.

## **NEW BUSINESS:**

### **Code Enforcement Discussion**

**Ordinance No. 815 A – Dangerous Structures: Repeal and Revise**

**Ordinance No. 856 – Common Nuisance: Repeal and Revise**

**Ordinance No. 908 – Property Maintenance: Repeal and Revise**

P. Gehrlein stated that the proposed draft ordinances are an effort to revise and unify the current code enforcement and property maintenance standards. He asked council to review and discuss the drafts presented, ask questions, offer revisions, etc, to be presented at a future meeting.

### **Subdivision Plan – 80 East Main Street**

P. Gehrlein stated that the Borough received a request from the owner of the property at 80 East Main Street to subdivide the parcel for future development. He stated that the proposed plans have been approved by Erie County Planning and the North East Borough Planning Commission. H. Jones motioned to approve the Subdivision Plan – 80 East Main Street as presented. B. Beardsley seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

### **North East Borough Personnel Policies and Procedures Manual**

P. Gehrlein stated that the North East Borough Personnel Policies and Procedures Manual discussion will be tabled until after the personnel committee has had time to meet and review the document.

### **Tax Abatement Program Information – Ryan McGregor**

R. McGregor presented a proposal to offer tax abatement as an incentive for property improvements. He stated that the proposed ordinance would allow property owners to receive a graduated discount on their taxes based on the assessed value after improvements. N. Anderson stated that the abatement should only apply to the improved value of the property, not the entire assessment. She also stated that the work should be fully completed before the abatement is granted. She also asked why a new ordinance was necessary when Ordinance No. 918 provides the same abatement incentive. B. Beardsley stated that he agreed with N. Anderson that the abatement should only apply to the increased assessment, not the whole assessment of the property.

L. Belknap, 8 Bank Street, asked if the abatement incentive was available to landlords as well, stating that council members with rental properties should not be making decisions on something they would benefit from financially. D. Belknap asked how often improvements could be made that resulted in tax abatement.

R. McGregor stated that he would review the proposed changes compared to the current ordinance.

### **Neighborhood Task Force – Letters of Intent**

A. Belson stated that three (3) letters of intent were received for the Neighborhood Task Force. B. Morey stated that all three should be approved. L. Belknap stated that the request for members of the task force should be readvertised in a more inclusive way to represent individuals with physical and mental disabilities. B. Morey stated that they are seeking different perspectives on the committee and are not discriminating against anyone. She stated that the task force is meant to protect and help people.

N. Anderson asked where the liability would fall if someone from the task force was injured while volunteering. P. Gehrlein stated that liability would fall on the property owner. P. Gehrlein stated that a new advertisement could be placed.

R. McGregor motioned to accept nominations and readvertise for the Neighborhood Task Force. H. Jones seconded. After a roll call vote, the motion carried 5-1. The vote was as follows:

Nancy Anderson	<u>No</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

#### **North East Community Center: North East Crazy Quilters**

A. Schmidt, 83 Niagara Street, representing the North East Crazy Quilters, stated that their proposal was submitted for use of the Community Center building. B. Beardsley stated that the letter did not include a proposal and asked what their request was. A. Schmidt stated that the quilters organization wishes for the previous agreement of \$35 per month to stay the same. A. Schmidt and other members outlined the various personal and philanthropic projects that their organization does. R. McGregor asked if a rate of \$2.50 per hour, totaling \$65 per month at the requested schedule, would be agreeable. C. Burgess said yes.

P. Gehrlein asked if the new rate applied to all groups and individuals requesting use of the building, or just the North East Crazy Quilters. B. Morey stated that the quilters should be grandfathered in as an existing group. R. Adkins also stated her opinion that the quilters should be grandfathered in and also asked if a deposit was required to ensure that the building is left clean.

T. Luke motioned to approve the North East Community Center: North East Crazy Quilters rate of \$2.50 per hour for 13 hours per week on Fridays and Saturdays, twice per month. R. McGregor seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

#### **Rental Registration – Review and Discussion**

P. Gehrlein stated that the rental registration spreadsheet outlines the non-owner-occupied properties that have not yet registered following the passage of Ordinance No. 924 in September 2023. He stated that several letters have been sent to the property owners and asked how council would like to proceed. H. Jones stated that the language needed to be clarified as her property being flipped on Smedley Street shouldn't qualify. A. Belson stated that the penalty process should move forward.

#### **Gibson: Lake View Mennonite Church – Hymn Sing (August 10; Rain date August 17)**

B. Beardsley motioned to approve the request for Gibson Park: Lake View Mennonite Church – Hymn Sing (August 10; Rain date August 17) as presented. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**Gibson: Downtown North East, Inc – Wine Fest 5k (September 27)**

R. McGregor motioned to approve the request for Gibson Park: Downtown North East, Inc – Wine Fest 5k (September 27) as presented. N. Anderson seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**Eaton Reservoir: PA Sled Dog Club, Inc – Two-day Dryland Sled Dog Race (November 21—23)**

H. Jones motioned to approve the request for Eaton Reservoir: PA Sled Dog Club, Inc – Two-day Dryland Sled Dog Race (November 21-23) as presented. B. Beardsley seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**Gibson: Triangle Chapter DAR – Wreaths Across America Ceremony (December 13)**

B. Beardsley motioned to approve the request for Gibson Park: Triangle Chapter DAR – Wreaths Across America Ceremony (December 13) as presented. R. McGregor seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson	<u>Yes</u>	Todd Luke	<u>Yes</u>
Amber Belson	<u>Yes</u>	Heather Jones	<u>Yes</u>
Ryan McGregor	<u>Yes</u>	Bill Beardsley	<u>Yes</u>

**Second Monthly Meeting – August 18, 2025, if needed**

P. Gehrlein stated that there is no need for a second monthly meeting in August.

**CORRESPONDENCE:**

Police Chief Report  
Code Enforcement Report  
Departmental Report  
Manager's Report  
Commissions and Authorities  
Compliance Audit: North East Volunteer Fireman's Relief Association

**ANNOUNCEMENTS:**

September Borough Council Meeting – Tuesday, September 2, 2025, due to Labor Day

**PUBLIC COMMENTS:**

S. Reed, 1700 North Pearl Street, asked for an update on the progress at Eaton Reservoir. P. Gehrlein stated that they are working on clearances from DCNR, have the pavilion and boat launch specs completed, and are hoping for a fall installation.

J. Nam, 6237 Buffalo Road, stated that the Neighborhood Task Force should be renamed to something less threatening.

N. Schneider, 64 Eaton Drive, asked for a code enforcement update on their neighborhood. P. Gehrlein stated that citations have been filed twice, and they are awaiting a court date.

D. Meehl, 61 East Division Street, asked for an update on the house on Town Street that is in disrepair. P. Gehrlein stated that the property needs to be posted as a dangerous structure/no trespassing.

R. Adkins, 80 Wellington Street, asked for an update on the status of the 34 Wellington and 45 Wellington Street properties. P. Gehrlein stated that the property at 34 Wellington will be going up for Sherri's Sale at the end of the month. He stated that they have met with the owner of 45 Wellington and outlined the plan for the removal of junk in the yard.

**ADJOURNMENT:**

At 7:21 p.m. H. Jones motioned to adjourn. T. Luke seconded. The motion carried unanimously.

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Rebecca Bliss (August 5, 2025)

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Patrick Gehrlein, Borough Manager