

**MINUTES
NORTH EAST BOROUGH COUNCIL**

**Monthly Meeting
September 2, 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
Sherry Reed
Eric Urbanowicz
Ken Snyder
Ray Schaff
Ed Mascharka
Pattie Stempka
Cheryl Burgess
Denise Pekelnicky
Christian Otto-Smith
Ryan Burniston
Amy Burniston
Lisa Belknap
Denny Belknap
Others present, not signed in or illegible

The regular monthly meeting of North East Borough Council was held Tuesday, September 2, 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:

B. Morey offered the invocation.

MINUTES:

T. Luke motioned to approve the August 4, 2025, minutes 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>

EXPENSE REPORT:

B. Beardsley motioned to approve the Expense Approval Report 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>

CITIZENS TO BE HEARD:

A. Belson reviewed the bylaws and meeting procedures. She stated that the "Citizens to be Heard" portion of the agenda was open to people who had contacted the office ahead of time to be placed on the agenda, or if there was a comment specifically related to an item on the agenda. She stated that all other comments would be heard toward the end of the meeting during the "Public Comment" section.

A. Burniston, 11751 Peabody Road, spoke regarding the proposed MOU between the Borough and Marina Authority. She stated that the Authority is seeking funding through ECGRA to develop a plan for the marina and need the MOU in order to apply for grant funding through ECGRA.

E. Mascharka, 175 18 Mile Lane, stated that an MOU was being presented to both the Borough and Township to show a coordination of effort between the municipalities and the Authority.

P. Stempka, 104 Isabella Street, stated that she submitted letters from Powerful Pink Warriors and North East in Bloom, but that they are not on the agenda. She asked that the Powerful Pink Warriors be given the same rental rate of \$2.50 as the Quilters for using the North East Community Center. P. Gehrlein stated that Borough Council had previously asked the office to handle the administration of the North East Community Center and stated that the same rate would apply to their group. P. Stempka also asked that the fee be waived for North East in Bloom considering all the work they do for the town.

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:

Ordinance No. 936 – Amending and Restating Ordinance No. 815 A – Dangerous Structures

P. Gehrlein stated that the proposed ordinances are amending and restating the current code enforcement ordinances, unifying the language of property maintenance standards and ordinance procedures. He stated that the Dangerous Structures ordinance provides more immediacy in the language due to the potential hazard of dangerous structures. H. Jones motioned to advertise Ordinance No. 936 – Amending and Restating Ordinance No. 815 A – Dangerous Structures 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>

Ordinance No. 937 – Amending and Restating Ordinance No. 856 – Common Nuisance

P. Gehrlein stated that the proposed ordinance provides a more formatted structure regarding common nuisance. B. Beardsley motioned to advertise Ordinance No. 937 – Amending and Restating Ordinance No. 856 – Common Nuisance 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>

Ordinance No. 938 – Amending and Restating Ordinance No. 908 – Property Maintenance

P. Gehrlein stated that the proposed property maintenance ordinance also allows for a unified process similar to the previously presented proposed code enforcement amended ordinances. N. Anderson motioned to advertise Ordinance No. 938 – Amending and Restating Ordinance No. 908 – Property Maintenance 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>

Resolution 09022025-1: Borrowing Resolution Kreft Fund – Tree Inventory

P. Gehrlein stated that the Shade Tree Commission is looking to update their tree inventory within the urban canopy, as the last inventory was completed in 1987. He stated that the proposed resolution would allow the Shade Tree Commission to borrow \$33,200.00 from the Kreft Fund with 1% interest in order to purchase tree care and maintenance software along with tree inventory services from Arbor Pro. N. Anderson motioned to approve Resolution 09022025-1: Borrowing Resolution Kreft Fund – Tree Inventory 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>

North East Borough Personnel Policies and Procedures Manual

P. Gehrlein stated that the personnel policies and procedures manual was tabled at a previous meeting. He stated that the Personnel Committee has met and made minor changes to the document. He stated that they are also working on a policy for baseline evaluations for medical marijuana. No action was taken.

2026 MMO (Minimum Municipal Obligation) for the Non-Uniform Pension Plan

P. Gehrlein stated that the Minimum Municipal Obligation for the Non-Uniform Pension is \$117,845, which will be included in the 2026 budget and reimbursed by the state. T. Luke motioned to approve the 2026 MMO (Minimum Municipal Obligation) for the Non-Uniform Pension Plan 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>

2026 MMO (Minimum Municipal Obligation) for the Police Pension Plan

P. Gehrlein stated that the Minimum Municipal Obligation for the Police Pension Plan is \$29,574, which is a decrease from last year's amount of \$113,613. H. Jones motioned to approve the 2026 MMO (Minimum Municipal Obligation) for the Police Pension 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>

Liquid Fuels – Blaine Street Resurfacing Bid Award

P. Gehrlein stated that bids were received and opened on August 29 for the resurfacing of Blaine Street. Greenman-Pederson, Inc received bids from two contractors and recommended that the bid be awarded to Joseph McCormick Construction Co, Inc. in the amount of \$84,856.65. T. Luke motioned to approve the Liquid Fuels – Blaine Street Resurfacing Bid Award to Joseph McCormick Construction Co, Inc. in the amount of \$84,856.65 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>

Request to certify the Civil Service Eligibility List as presented

N. Anderson stated that the Civil Service Commission requests that Council certify the Eligibility List. H. Jones motioned to approve the Request to certify the Civil Service Eligibility List 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>

Request to make conditional offer of employment to Civil Service Candidate for position of full-time officer

N. Anderson stated that the Civil Service Commission requests that Council make a conditional offer of employment to Zachery Shelly. B. Beardsley motioned to approve the Request to make conditional offer of employment to Civil Service Candidate Zachery Shelly for position of full-time officer 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>

MOU – ECGRA Multi-Municipal Cooperation Grant Request (Marina Authority)

N. Anderson asked if the Township should also be listed on the MOU being presented. A. Burniston stated that the Township would have a separate MOU document. N. Anderson stated that the Borough's address needed to be corrected on the document and asked what was meant by community outreach and public engagement. A. Burniston stated that the Marina Authority would hold stakeholder meetings to gather public input. N. Anderson asked about the ability to provide in-kind resources using tax payer money. D. Miller, solicitor, stated that the Borough can assist the Authority, but that the regulatory guidance should be provided by the Marina Authority's solicitor. A. Burniston stated that the section on regulatory guidance could be removed. E. Mascharka stated that the MOU is required for the grant to be issued. He stated that the funds would be used for building a strategic plan. He also stated that the grant is a 50% match, which would be provided by the Marina Authority. H. Jones motioned to approve the MOU – ECGRA Multi-Municipal Cooperation Grant Request (Marina Authority) as presented, with the removal of the regulatory guidance section. 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>

Proposed Sale of 19 Smedley Street

P. Gehrlein stated that the Borough directly acquired the property at 19 Smedley Street several years ago and has been maintaining it. He stated that the Borough has the option create a development agreement for sale of the property to be developed as a single- or multi-family residential use as allowed with the R-B zoning district. H. Jones motioned to approve the creation of a development agreement for the Proposed Sale of 19 Smedley Street 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>

Street Closure (Park Street): McCord Memorial Library – Program for Children (October 8)

T. Luke motioned to approve the request for Street Closure (Park Street): McCord Memorial Library – Program for Children (October 8) 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

Yes

Bill Beardsley

Yes

B. Beardsley stated that he would contact the Community Nursing Services of North East to inform them of the street closure.

2nd Quarter 2025 Water Shut Off List – To be presented

R. McGregor motioned to approve the 2nd Quarter 2025 Water Shut Off List as presented. H. Jones seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson

Yes

Todd Luke

Yes

Amber Belson

Yes

Heather Jones

Yes

Ryan McGregor

Yes

Bill Beardsley

Yes

Second Monthly Meeting – September 15, 2025, if needed

P. Gehrlein stated that a second monthly meeting is not necessary.

CORRESPONDENCE:

Police Chief Report

Code Enforcement Report

Departmental Report

Manager's Report

Commissions and Authorities

Letter of Interest: Civil Service Commission

N. Anderson stated that the Borough Council has not received meeting minutes from the Marina Authority since April 2025. E. Mascharka stated that approved minutes would be emailed to P. Gehrlein.

B. Beardsley motioned to approve the Letter of Interest: Civil Service Commission from Alex Gruber as presented. N. Anderson seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Nancy Anderson

Yes

Todd Luke

Yes

Amber Belson

Yes

Heather Jones

Yes

Ryan McGregor

Yes

Bill Beardsley

Yes

ANNOUNCEMENTS:

There were no announcements.

PUBLIC COMMENTS:

D. Pekelnicky, 36 West Main Street, gave kudos to the Borough for their work installing the manhole on her property. She said the Borough Supervisors and Contractors were great to work with.

P. Stempka, 104 Isabella Street, stated that while meetings are often filled with negativity, she wanted to share that the new street lights and awning lights on Main Street look beautiful.

E. Urbanowicz, 9470 East Lake Road, stated that the Borough needs to carefully consider the character and qualifications of who is chosen to fill vacancies on the marina board. He stated his concerns that the current chairman of the Marina Authority is acting outside of the allowable parameters of the position.

R. Burniston, 11751 Peabody Road, provided a written statement (attached to the minutes) and expressed his concerns regarding the management of the Marina Authority. He expressed concern regarding leadership, conduct, intimidation and harassment, and the lack of transparency among groups of people involved in the Marina.

A. Burniston, 11751 Peabody Road, stated that the largest obstacle the Marina Authority is facing is the dynamic of the board. A. Belson stated that Borough Council could not remove someone from the Marina Authority board, as they are their own legal entity. D. Miller agreed that the Marina Authority is a separate entity that and that Borough Council does not have the authority to remove board members. A. Burniston asked them to be careful in selecting who fills the next vacancy.

ADJOURNMENT:

At 6:49 p.m. H. Jones motioned to adjourn. T. Luke seconded. The motion carried unanimously.

Rebecca Bliss (September 3, 2025)

Patrick Gehrlein, Borough Manager