

MINUTES
NORTH EAST BOROUGH COUNCIL

Second Monthly Meeting
January 19, 2026

COUNCIL MEMBERS PRESENT:	Amber Belson, Council President Bill Beardsley, Council Vice President Todd Luke, President Pro Tem Nancy Anderson Heather Jones Christian Otto-Smith
OTHERS PRESENT:	Bobbi Jo Morey, Mayor Patrick Gehrlein, Borough Manager Dan Miller, Solicitor Rebecca Bliss, Administrative Assistant Jake Jones Sherry Reed Penny Luke Jennifer Rodenbaugh Ted Tupitza Debra Tupitza Dan Tupitza

The second monthly meeting of North East Borough Council was held Monday, January 19, 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:

A. Belson offered the invocation.

REVISED AGENDA:

Joint Tax Collection Agreement

H. Jones motioned to approve the Revised Agenda. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

CITIZENS TO BE HEARD:

There were no Citizens to be Heard.

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:**Proposed Zoning Amendment: Regulation of Tobacco Stores/Smoke Shops**

A. Belson asked if existing stores would be "grandfathered in." D. Miller, Solicitor, stated that the regulations would only apply to new shops that open after the amendment has passes. A. Belson asked if they could regulate the content of the signs posted. D. Miller stated that signage could be limited by type but not content. He stated that the next steps of the amendment process include the Borough and Erie County Planning departments. H. Jones motioned to submit the Proposed Zoning Amendment: Regulation of Tobacco Stores/Smoke Shops to the Borough Planning Commission as presented. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

Proposed Zoning Amendment: Historic District Overlay Regulations

P. Gehrlein stated that the current historic district overlay was completed in 1990 and should be reviewed for locations and criteria. D. Miller, Solicitor, stated the importance of carefully examining and revising the map of properties to be included, making sure to do it completely and correctly. A. Belson formed a committee to review the Proposed Zoning Amendment: Historic District Overlay Regulations, to include A. Belson, H. Jones, and T. Luke.

Discussion: Vacancy Property Registration

H. Jones stated that the committee met and sent revisions to the solicitor's office to provide clarity. A. Belson stated that further discussions would wait until revisions could be received and reviewed.

Sale of 19 Smedley Street

P. Gehrlein stated that an advertisement has been created based on Council's previous approval of selling the property at 19 Smedley Street. He stated that a development agreement will be included with the sale to make sure the building, timing, etc. are in line with the regulations of the zoning district. H. Jones motioned to approve the advertisement for the Sale of 19 Smedley Street as presented. B. Beardsley seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

NEW BUSINESS:**Joint Tax Collection Agreement**

A. Belson stated that a new document was received from the North East Township regarding joint tax collection. H. Jones motioned to approve the Joint Tax Collection Agreement as presented. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

Ordinance No. 940 – Tax Collector Service Fees

P. Gehrlein stated that the proposed ordinance is a revision of previous Ordinance No. 907, providing for and establishing service fees for tax collector issued tax certifications and for establishing service fees for payments returned. B. Beardsley motioned to advertise Ordinance No. 940 – Tax Collector Service Fees as presented. C. Otto-Smith seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

Resolution 01192026-1: Application for County Aid

P. Gehrlein stated that the proposed resolution is the annual application, requesting \$11,056.00 to be used for street paving and resurfacing in the Bernwood and Hutchinson Drives area. H. Jones motioned to approve Resolution 01192026-1: Application for County Aid as presented. B. Beardsley seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

Resolution 01192026-2: Wastewater Local Limits

P. Gehrlein stated that the proposed resolution would increase the allowable industrial local limits in wastewater pretreatment protocol, which meet regulations from the Department of Environmental Protection (DEP). T. Luke motioned to approve Resolution 01192026-2: Wastewater Local Limits as presented. B. Beardsley seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

Resolution 01192026-3: Application to CFA Greenways, Trails and Recreation Program

P. Gehrlein stated that the proposed application is on behalf of the College Woods Trail program for \$250,000.00, which will include matching funds presented by 4NINE. H. Jones motioned to approve Resolution 01192026-3: Application to CFA Greenways, Trails and Recreation Program as presented. T. Luke seconded. After a roll call vote, the motion carried unanimously. The vote was as follows:

Amber Belson	<u>Yes</u>	Nancy Anderson	<u>Yes</u>
Bill Beardsley	<u>Yes</u>	Heather Jones	<u>Yes</u>
Todd Luke	<u>Yes</u>	Christian Otto-Smith	<u>Yes</u>

CORRESPONDENCE:

There was no Correspondence.

ANNOUNCEMENTS:

A. Belson announced the use of the Savvy Citizen notification app. She also congratulated R. Bliss on her engagement.

PUBLIC COMMENTS:

T. Tupitza, 44 Bernwood Drive, stated that the erosion of the creek bank along his property is causing damage, land loss, and loss of personal property. He stated that the EPA was petitioned twenty years ago to move/redirect the creek, but that nothing happened. T. Tupitza, his wife, and son, all stated their fears of property loss, stating that their insurance will charge the Borough for preventing action to save his property. P. Gehrlein stated that the EPA can be contacted again, but any action would be at their discretion, as the Borough does not own the creek.

J. Rodenbaugh, NE Chamber 44 West Main Street, asked if a shared tax collector with the Township was a permanent solution. P. Luke stated that it is a temporary appointment due to a vacancy.

ADJOURNMENT:

At 6:42 p.m. H. Jones motioned to adjourn. T. Luke seconded. The motion carried unanimously.

Rebecca Bliss (January 20, 2026)

Patrick Gehrlein, Borough Manager