

**MINUTES  
NORTH EAST BOROUGH COUNCIL**

**Monthly Meeting  
February 2, 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  
Lydia Caparosa, Solicitor  
Rebecca Bliss, Administrative Assistant  
Sean Lam, Police Chief  
Julio Pazmino, Wastewater Supervisor  
Wayne Yokom, Streets Supervisor  
Tyler Simmer, Water Supervisor  
Lee Green  
Terry Smith  
Pam Boll  
Nancy Schneider  
Sherry Reed  
Jennifer Rodenbaugh  
DR Kreider  
Jake Jones

**PUBLIC HEARING:**

Borough Council President A. Belson called the Public Hearing to order at 6:00 p.m.

**Ordinance No. 940 – Tax Collector Service Fees**

There were no public comments.

The Public Hearing ended at 6:01 p.m.

The regular monthly meeting of North East Borough Council was held Monday, February 2, 2026, at 6:00 p.m. in Council Chambers.

**CALL TO ORDER:**

At the conclusion of the Public Hearing, Borough Council President A. Belson called the meeting to order at 6:01 p.m., at which time the Pledge of Allegiance was recited.

**INVOCATION:**

B. Morey offered the invocation.

**MINUTES:**

B. Beardsley motioned to approve the January 5, 2026, minutes as presented. N Anderson 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>

H. Jones motioned to approve the January 19, 2026, minutes 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>

**EXPENSE REPORT:**

T. Luke 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:

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:**

**Update on Zoning Amendment – Tobacco Stores/Smoke Shops**

P. Gehrlein stated that the proposed zoning amendment was approved by the North East Borough Planning Commission and forwarded to the Erie County Department of Planning for review and approval. Once an approval is received, the public hearing will be scheduled and advertised.

**REPORTS FROM STANDING COMMITTEES:**

There were no Reports from Standing Committees.

**REPORTS FROM SPECIAL COMMITTEES:**

**Discussion: Historic Preservation Committee**

A. Belson stated that the committee met and discussed which areas would be included in the Historic District mapping. H. Jones stated that members of the North East Historical Society will be submitting a list of recommendations. N. Anderson suggested including certain buildings on South Lake Street such as the First Baptist Church and the funeral homes. H. Jones stated that residential properties would not be included.

**Discussion: Vacant Property Registration Committee**

H. Jones stated that the committee met and decided to remove residential properties from the proposed registration, including commercial and industrial properties only. H. Jones stated that the multi-use properties in the C-1 and M-1 areas, such as businesses with residential units above, should be included, but that other rentals and single-family dwellings should not be included, as the landlords shouldn't be required to register their properties twice. B. Morey asked if the definition of "renovation" could be used as a loophole to avoid registration. L. Caparosa, solicitor, stated that the definitions and wording will have to be edited to remove residential properties and set renovation limits based on permitting.

**UNFINISHED BUSINESS:**

**Ordinance No. 940 – Tax Collector Service Fees**

H. Jones motioned to approve 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>

**NEW BUSINESS:**

**Request for promotion of Ptlm. Clayton from Probation to Patrolman Fourth Class**

B. Morey, Mayor, stated that Ptlm. Clayton will complete his year of probation on February 5, at which time she recommends him for promotion to Patrolman Fourth Class, stating that he is a team player and valuable to the community. N. Anderson motioned to approve the Request for promotion of Ptlm. Clayton from Probation to Patrolman Fourth Class, effective February 5, 2026, as presented. H. Jones 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>

**Heard: North East Fire Department – Cherry Festival (July 9-22, Festival July 15-18)**

H. Jones motioned to approve the request for Heard Park: North East Fire Department – Cherry Festival (July 9-22, Festival July 15-18) 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                      Yes                      Christian Otto-Smith      Yes

**Gibson: Park United Methodist Church – Church Services (Sundays in July, August, and September 6)**

B. Beardsley motioned to approve the request for Gibson Park: Park United Methodist Church – Church Services (Sundays in July, August, and September 6) 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>

**Heard: Let There Be Light – Concerts (Thursdays: June 11, June 25, July 30, Aug 13, and Aug 20)**

T. Luke motioned to approve the request for Heard Park: Let There Be Light – Concerts (Thursdays, June 11, June 25, July 30, August 13, and August 20) 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>

**Gibson/Heard: Enjoy NE – Gibson Open Market (Saturdays: June 13, June 27, July 11, July 25 – Sept 5)**

H. Jones motioned to approve the request for Gibson/Heard Parks: Enjoy NE – Gibson Open Market (Saturdays: June 13, June 27, July 11, July 25—September 5) 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>

**Gibson/Heard: Enjoy NE – Taste of Summer 2026 (June 19-21, Event: June 20-21)**

T. Luke motioned to approve the request for Gibson/Heard Parks: Enjoy NE – Taste of Summer 2026 (June 19-21, Event: June 20-21) 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>

**Main Street: Enjoy NE – 725 Day 2026 (July 25)**

H. Jones motioned to approve the request for Main Street: Enjoy NE – 725 Day 2026 (July 25) 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>

**Gibson/Heard: Enjoy NE – Wine Fest 2026 (September 22-27, Event: Sept 25-27)**

T. Luke motioned to approve the request for Gibson/Heard Parks: Enjoy NE – Wine Fest 2026 (September 22-27, Event September 25-27) 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>

**Gibson/Heard: Enjoy NE – Tremendous Night of Lights (November 28)**

B. Beardsley motioned to approve the request for Gibson/Heard Parks: Enjoy NE – Tremendous Night of Lights (November 28) 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>

**Gibson: Enjoy NE – Sugar Plum Saturday 2026 (December 5)**

H. Jones motioned to approve the request for Gibson Park: Enjoy NE – Sugar Plum Saturday 2026 (December 5) as presented. N. Anderson 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>

**Second Monthly Meeting – February 16, 2026, if needed**

P. Gehrlein stated that there will not be a second monthly meeting.

**CORRESPONDENCE:**

Police Chief Report  
Code Enforcement Report  
Departmental Report  
Manager’s Report  
Commissions and Authorities

**Letter of Interest: Planning Commission**

H. Jones motioned to approve the Letter of Interest: Planning Commission, appointing Bobbi Jo Morey to the Planning Commission 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>

**ANNOUNCEMENTS:**

A. Belson reminded the community to download the Savvy Citizen app. She also recognized the February birthday: H. Jones.

H. Jones stated that the Public Safety Advisory Commission has started a monthly newsletter that will be printed in the North East News-Journal.

**PUBLIC COMMENTS:**

There were no Public Comments.

**ADJOURNMENT:**

At 6:18 p.m. H. Jones motioned to adjourn. B. Beardsley seconded. The motion carried unanimously.

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Rebecca Bliss (February 3, 2026)

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Patrick Gehrlein, Borough Manager