



Borough Council Minutes  
November 12, 2024  
7:30 pm

Call to Order, Salute to the Flag. 7:30

Mr. Eric Kudrich President	P	Mr. Harry Prey Councilman	P	Mr. Jason Ohliger Solicitor	P	Chief Todd Kowinsky Fire Department	P
Mr. Mark Madsen Vice President	P	Mrs. Lisa Salvato Councilwoman	P	Mr. Scott Myer Treasurer	P	Asst Chief Stewart Eastern Pike Regional Police	P
Mr. Sean Alessandra Councilman	P	Mr. Cory Homer Mayor	P	Ms. Amy Turner Tax Collector A	P	Mr. Shawn Bolles Zoning/Code Enforcement Office/Park Mgr	P
Mr. John Bush Jr Councilman	A	Ms. Shannon O'Leary Junior Council	P	Mr. Tom Olver A EMA	A		
Mr. Jon Maney Councilman	P	Mr. Nathaniel Carso Junior Council	P				

Public in attendance: 7 members of the public were present.

President Kudrich welcomed everyone to the meeting. There were no added motions.

**Public Comment** (When recognized by the president, per Borough Code, state your name and address for the minutes)

Dimity Roby 105 Pennsylvania Ave offered to remove underbrush and trees from the bank of the river. President Kudrich noted that it is private property.

**Unanimous Consent Agenda M: Madsen/Prey. All in favor.**

- a) Approval of Minutes – Special Meeting October 2, 2024, Public Hearing #1 & #2 October 8, 2024 (*J. Maney/S. Alessandra abstain*), Council Meeting October 8, 2024, Budget Workshop Oct 2, 2024, Budget Workshop Oct 9, 2024, Budget Workshop Oct 23, 2024
- b) Approval of Treasurer’s Report – October 2024
- c) Approval of bills to be paid – October 2024

Motion to approve reimbursement to the recreation department for invoices paid on behalf of the Wade Trust Fund, September 2024. **M: Prey/Alessandra. All in favor.**

A motion to adjourn to executive session at 7:38 to discuss personnel issues and zoning violation was made by Mr. Maney and seconded by Mr. Alessandra. All in favor.

The motion to reconvene at 7:45 was made by Mr. Madsen and seconded by Mr. Maney. All in favor.

**Reports:**

- Mayor Cory Homer: Mayor Homer noted the upcoming events that are planned for the holiday season.
- Government Committee: Mark Madsen/Harry Prey: Mr. Madsen reported that the monuments in Veterans Park will be insured using a blanket rate rather than each being insured to value. Also noted that the employee health benefit premium is increasing by 24%.
- Fire Committee: Sean Alessandra/Lisa Salvato: Nothing to report.
- Public Works: Harry Prey/Jon Maney: Mr. Prey read his report. Brush pickup ended on November 8<sup>th</sup> and the DPW is now focused on preparing for the winter season and picking up leaves.

- Facilities Committee: John Bush Jr./Mark Madsen: The grant for the building has been received and the plans are being looked at.
- Finance Committee: Lisa Salvato/John Bush Jr.: The 2025 budget has been completed; the Council met for all four (4) scheduled workshops. A public copy will be available for public review. The 2023 financial audit has been completed, there were no deficiencies reported. Would like to investigate hiring a new CPA.
- Finance: Scott Myer: Nothing to report
- Planning Committee: Eddie Addison: Ordinance review is ongoing. Planning submitted two letters of recommendation to the Council for consideration this evening.
- Recreation: Jon Maney/Sean Alessandria: Nothing to report.
- Eastern Pike Regional Police: Assistant Chief Stewart read the report which is on file.
- Recreation Advisory Board: Nothing to report.
- Fire Chief: Todd Kowinsky: Members participated in the Veterans Parade; 19 members participated in a county training exercise. They will be selling raffle tickets beginning black Friday for a “meat raffle”, upcoming banquet to be held at the Erie Hotel and Port Jervis accepted their bid on a piece of equipment and thanked the Council for their support.
- Emergency Management: Not present. Nothing to report.
- Police Commission: Dave Clark and Sean Alessandra: Nothing to report.
- Sewage: Mark Madsen: Nothing to report.
- Code Enforcement/Recreation Shawn Bolles: Read his report. He noted that sports equipment must be removed from the right-of-way. The ordinance specifies that it must be removed by November 1<sup>st</sup> of each year. He hasn’t started enforcement yet due to the unseasonably warm weather.
- Tax Collector: Amy Turner: There are 46 unpaid property tax bills and 109 unpaid school tax bills
- Junior Council: Shannon O’Leary & Nathaniel Carso: Shannon and Nate noted the many DVSD highlights and sporting accomplishments and shared the news that the culinary department will begin serving meals to the public. Also, they are collecting food donations and will be having a blood drive.
- All other Reports on file:

Police Report X	Recreation x	Police Commission
Planning x	Fire Department X	Municipal Authority x
Myer & Meyer Financial Report X	Berkheimer EIT Report X	Pike Tax Maintenance Updates X

**Correspondence:** On file.

- Act 33 House Bill 264 Bidder Registration for Tax Sales - Repository
- Rainey & Rainey 2023 audit report
- Pike Library request for financial support
- Westfall Township request for support RE Multi-Municipal Comprehensive Plan
- Pike County Area Agency on Aging request for financial support
- Letter from Planning recommending of denial of the Land Development Application for 507-509 Pennsylvania Ave
- Letter from Planning recommending that the Borough Council move forward on Act 537
- Letter from Kiley Associates, LLC regarding Regional Act 537 Plan
- Invitation from Veterans Memorial Park for a dedication of the World on Fire Monument

\*Mr. Ohliger left the meeting at 8:000 and was put on speakerphone for the remainder of the meeting

**Old Business:**

- a) Mr. Prey noted the Matamoras/Westfall Compost Facility issue was still under discussion with Westfall.
- b) Comprehensive Plan:

- Motion to join Westfall Township in developing a Joint Comprehensive Plan conditioned upon final approval of a planner and equitable division of financial responsibility of the plan. **M: Maney/Prey. All in favor**
- Motion to adopt Resolution approving an application for PCRC grant for the Joint Comprehensive Plan. **M: Prey/Maney. All in favor.**
- c) Motion to send development of a Tree Shade Commission to the Planning Commission. **M: Alessandra/Madsen. All in favor.**

**New Business:**

- a) Motion to approve an ordinance to amend Chapter 17, Section 5 regulating the Matamoras Municipal Authority. **M: Madsen/Prey. All in favor.**
- b) Motion to deny 507-509 PA Ave Redevelopment Project application as incomplete. **M: Maney/Prey. All in favor.**
- c) Motion to approve, with recommendations received from Kiley Associates, the Regional Act 537 Plan. **M: Maney/Madsen.** Discussion ensued regarding EDU cost for the Borough and funding. **All in favor.**
- d) Motion to advertise a Public Hearing at 7:15 on December 10, 2024, to take public comment on the proposed 2025 Budget. **M: Alessandra/Prey. All in favor.**
- e) Matamoras Salutes Banner Program discussion. The DPW has been taking on the responsibility of putting up and removing the banners. Neighboring towns use volunteers. Everyone agrees that this is a very wonderful program. Mr. Madsen will reach out to the Banner Committee and discuss responsibilities for the hanging and removal of the banners each year.
- f) Motion to hire Dan Renna as a full-time effective November 13, 2025, at a salary of \$42,500 eff. **M: Madsen/Prey. All in favor.**
- g) Motion to hire Brenden Churchwell as a full-time employee effective December 2, 2024, at a salary of \$42,500. **M: Madsen/Prey. All in favor.**
- h) Motion to resolve the 609 Ave Q Foss property violation for a payment of \$1,000 in lieu of fine. **M: Maney/Alessandra. All in favor.**

**Public Comment: None**

**Motion to adjourn was made at 8:30 by Mark Madsen, seconded by Harry Prey. All in favor.**

Respectfully submitted,

Marianne Brown  
Borough Secretary