



Borough Council Minutes
September 9, 2025
7:30 pm

Call to Order, Salute to the Flag.

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

Approximately 9 members of the public were present.

President Kudrich reminded everyone of the upcoming 9/11 Ceremony to be held at Veterans Park at 6:00 PM. He noted that new sidewalks have been completed, improving safety and accessibility. He also announced that Mr. George Ewings of the Port Jervis Ambulance Service will be making a presentation later in the meeting.

Motion to Amend Agenda: None.

Public Comment: None

Unanimous Consent Agenda M: Mr. Maney/ Mr. Bush Jr./ All in favor, motion carried.

- a) Approval of Minutes –Council meeting August 12, 2025, Special Meeting September 2, 2025
- b) Approval of Treasurer's Report – August 2025
- c) Approval of bills to be paid – August 2025

Motion to approve reimbursement to the Recreation Department for invoices paid August 2025 on behalf of the Wade Trust Fund.
M: Mr. Prey/Mr. Bush Jr. All in favor, motion carried.

Reports:

Mayor Cory Homer: Full report on file. Reminder that Lowes is looking for a Veterans Project this fall, please e-mail the project and location to Mayor Homer. Thanked the Fire Department, DPW and Council for painting the crosswalks and Recreation for hosting some great summer events.

General Government Committee: Mark Madsen/Harry Prey: Employee handbook is under review; small changes being implemented.

Fire Committee: Sean Alessandra/Lisa Salvato: The new epoxy flooring has been completed in the fire station. All are welcome to stop in after the 9/11 ceremony.

Public Works: Harry Prey/Jon Maney: DPW is working on storm drains with the municipal authority. Waiting to hear back from Wayco regarding street paving. Yard waste pickup will conclude on September 30. Leaf collection will follow the same schedule, every other Monday for each side of Pennsylvania Ave. The Matamoras compost drop-off site will close for the season on October 10th.

Facilities Committee: John Bush Jr./Mark Madsen Mr. Bush reported that a yellow jacket infestation was addressed at the borough office. He also reported that the office AC unit is leaking and recommended its replacement, and the fire house garage doors were adjusted.

Finance Committee: Lisa Salvato/ John Bush Jr.: Budget preparation spreadsheets for the Recreation and Fire Departments were distributed.

Treasurer Scott Myer: Excused, nothing to report.

Recreation Jon Maney/Sean Alessandra: Thanked all the employees for all their hard work.

Recreation Advisory Board: Pam Conklin: Reported on a successful season. Movie Night is Saturday September 20th at 7:30. The featured movie will be *Night at the Museum*, and Flagship Cinema has agreed to donate popcorn. The last scheduled event will be the "Tree of Heros" December 5th at 6 pm.

Planning Commission Eddie Addison: Not present.

Municipal Authority: Mr. Madsen reported that drains are being prepared for blacktopping. They are testing sites for new wells. A new roof is needed for Pump Station 5 due to tree damage

EPRPD Asst Chief Stewart: Read the August 2025 report, which is on file. Successful 3D Archery Shoot. Met with the NPS regarding mutual aid, qualified DV school police on rifles.

Fire Department Greg Fean: Report is on file. 3 Jr. Firefighters completed their Essentials of Firefighting program, and Sean Alessandra completed his EMT certification. They plan to attend, with Borough Councils approval, the Orange County Volunteer Firefighters Association parade in Monroe NY on 9/27 and Sussex County Firefighters Association 105 Annual Parade on 10/4 in Montague NJ.

Emergency Management: Tom Olver: Mr. Olver reported that the emergency siren at the firehouse is not functioning.

Police Commission Dave Clark/Lisa Salvato: Mr. Clark reported the following: The department has hired one full-time and one part-time officer; they donated bullet proof vests to the Westfall and Matamoras Fire Departments; Westfall Township has allowed them to use their grant writer to apply for new radios through the state LSA grant program; the 2026 budget is prepared and copies were presented to Mr. Kudrich earlier in the evening for distribution. The plan is to keep the budget numbers the same for a 3-year period, 2026, 2027 and 2028

Sewage Mark Madsen: The DEP is utilizing a 60-day extension. The decision will be made in October.

Code Enforcement Shawn Bolles: Zoning/Code: 8 building permits were issued; he attended court and a Conditional Agreement has been put on the agenda under new business for consideration. A lot combination and a conditional use for retail sales are both scheduled to go before the Planning Commission. A possible zoning change will also be discussed (informal) at the next planning meeting as the individual could not come to the meeting tonight. Mr. Ohliger noted that all fees incurred will be the responsibility of the applicant looking to pursue the zoning change, Mr. Bolles acknowledged that it will be relayed to the applicant.

Tax Collector Amy Turner: Ms. Turner reported that school tax collection is still in the discount period. There are 57 unpaid property bills to date. Ms. Turner addressed an issue that has recently been brought to her attention. The Pennsylvania State Tax Collection Association has an online list of qualified tax collectors. Her name was omitted from this list. She is fully qualified and possesses a valid Tax Collector ID. The list is updated annually.

Junior Council Shannon O'Leary: Not present.

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

Port Jervis Volunteer Ambulance: Mr. George Ewings spoke about the level of care PJVA provides and the lifesaving equipment they carry and the importance of having it available in their units. PJVA has an 85% response rate, other calls may have the "chase vehicle" or other mutual aid stations providing service. They currently have 4 ALS Ambulances all equipped with cardiac monitors which allow them to evaluate the best facility to bring the patient to. They are looking to provide paramedic level care soon. He spoke about the longstanding relationship between PJVA and Matamoras, the education they are providing and further offered to provide in-house education in CPR and 1st Aid for any borough staff who is interested. He explained that they proposed that they can provide services for \$25,000 per year for the next 5 years, contingent upon the Pike County EMS matching grant; if the grant goes away, then it will increase to \$30,000 annually.

Correspondence: On file.

- Letters from the Planning Commission:
 - Recommendation of denial on the matter of permitting chickens and other small fowl.
 - Recommendation of consideration of the proposed Shade Tree Ordinance.
 - Recommendation of approval of the conditional use application for a vehicle repair shop submitted by Damion Case, DBA Route 6 Tire & Auto with the conditions as outlined.
- Invitation to Pike County Public Library Annual Community Service Award Reception & Fundraiser Thursday September 25, 2025.

Old Business:

1. Westfall Compost Update: No update; if a decision is made to move the DPW to the Municipal Authority then they will need to work out their own agreement.
2. Fire Department Lease agreement: No update.

3. A motion to accept the Municibid winning bid of \$21,106 Sterling Dump Truck Municibid was made by Mr. Maney, seconded by Mr. Alessandra. All in favor. Motion carried.
4. A motion to move the Department of Public Works to the Municipal Authority was made by Mr. Maney, seconded by Mr. Prey. All in favor, with Mr. Madsen abstaining from the vote since he also serves as a Municipal Authority board member. Motion carried.
5. Borough Alleyways update: Mr. Bolles inspected the alleyways and located multiple property pins. He noted that many residents have personal property, shrubs and bushes in the right way. Based on these findings he requested a bid from our engineer (\$2,000) and a local surveyor named Gary Williams (\$1,400). Mr. Williams will survey Ave C to Ave E and DE Drive to 1st Street. He will mark all pins and anything found to be on our property will be drawn on a map. Mr. Madsen asked that in addition an area be surveyed at the fire department for the Municipal Authority well house. Mr. Prey asked that a letter, written by the Solicitor, be sent to residents along the alleyways notifying them of any impending action when they begin to move forward with the plan.
6. Motion to table Ambulance Service bid packet/request for proposal was made by Mr. Maney, seconded by Mr. Prey with all in favor.
7. Motion to advertise a public hearing Shade Tree Ordinance on October 14th at 7:00 pm was made by Mr. Maney, seconded by Mr. Prey with all in favor.
8. A motion to advertise bid packet for the Borough Building Renovation Project via PennBid was made by Mr. Maney and seconded by Mr. Madsen with all in favor; motion carried. Bids will be received electronically via PennBid and will be opened at the October 14th meeting.
9. A motion to state the referendum on Ambulance Tax at 1.25 mills instead of "up to" 2 mills was made by Mr. Maney seconded by Mr. Madsen. Mr. Bush Jr, Mr. Alessandra and Mrs. Salvato opposed. The motion carried 4/3.

New Business:

1. Council previously asked Planning to consider changes to the ordinance that pertains to chickens and small fowl. The Planning Commissions recommendation was to deny changes to the ordinance that would permit residents to keep chickens or small fowl. There will be no changes to §78-1 Unlawful housing, feeding and harboring of animals.
2. A motion to advertise a Conditional Use Hearing for Vehicle Repair shop, Damian Case Route 6 Tire and Auto on October 14, 2025, at 6:30 pm. Mr. Case has given a written extension for 10/14/2025 as the 60-day review period would expire a few days before then.
3. A motion to accept a Conditional Agreement for payment dated 03/20/2025 between Robert Gurliacci and the Borough of Matamoras was made by Mr. Prey and Mr. Bush Jr with all in favor. Motion carried.

Public Comment: None

At 8:30 a motion was made by Mr. Maney, seconded by Mr. Prey to adjourn to executive session to discuss potential enforcement litigation. Council reconvened at 8:50 PM. There were no further motions.

A motion to adjourn was made by Mrs. Salvato at 8:50, all in favor.

Respectfully submitted,



Marianne Brown
Borough Secretary