

**Planning Commission of the Borough of Matamoras
Special Meeting Minutes of October 7, 2025**

Call to Order, Salute to the flag and Roll Call @ 6:00 pm

Mr. Eddie Addison Chairman	A	Mr. Bob Howard	P	Mr. Nick McIntyre Solicitor	P
Mr. Dave Oszcepinski Vice Chair	P	Mrs. Kelli Johnson	P	Mr. Shawn Bolles Zoning Officer	A
Mr. Rich Anderson	A	Mr. Troy Sayles	P	Ms. Pam Conklin (Alternate)	P
Mr. Danny Fernandez	P				

There was one member of the public present.

There were no comments from the public.

Vice Chair Oszcepinski: This meeting was advertised in the Pocono Record on 09/28/2025. The purpose of tonight's meeting is to discuss a proposed ordinance for appropriation of funding to the Municipal Authority for the purposes of brush, street maintenance, and other duties assigned by the Matamoras Borough Council.

A subcommittee consisting of Mr. Howard, Mr. Fernandez and Mr. Sayles was formed at the last planning meeting for the purpose of developing a change to the ordinance relating to proposed expansion of duties of the Municipal Authority and appropriation of \$80,000 annual retainer.

Mr. Sayles expressed concerns as to the reason for the transfer of duties and concerns that residents would be billed for expenses on projects if the Borough didn't have enough money in the budget. Borough President Kudrich, who was in the audience, said that would not be the case.

Discussion ensued. The duties of the Authority would be expanded to include current duties of the DPW, an amendment to §17-5. The \$80,000 annual retainer would help defray the cost of additional employees the Authority will need; monies for materials for special projects requested by the Council will be billed to the Borough. A list of current DPW duties was submitted to the committee. Recreation will continue to be responsible for the collection of refuse in the various park trash receptacles.

A motion was made by Mr. Fernandez and seconded by Mr. Howard to make a recommendation to the Council to adopt an amendment §17-5 expanding the duties of the Authority to include the list of duties as set forth by Mr. Harry Prey. All in favor, motion carried.

A motion was made by Ms. Johnson, seconded by Mr. Fernandez to make a recommendation to the Council to include within the ordinance language appropriating \$80,000 annually to the Municipal Authority, dispersed in quarterly increments of \$20,000, beginning January 1, 2026, to support the expanded duties. All in favor, motion carried.

A motion to adjourn was made by Mr. Dan Fernandez at 6:36.

Respectfully submitted,



Marianne Brown
Planning Secretary