

## **WEB COPY MONROE BOROUGH COUNCIL MEETING MINUTES – MARCH 3, 2025**

Location: Monroeton Library Meeting Room, 149 Dalpiaz Drive, Monroeton PA.

**The regular meeting** of Monroe Borough Council was called to order by Council Vice President Joan Grenell at 6:15pm, opening with the pledge of allegiance.

Present were Vice President Joan Grenell, council members Brenda Munkittrick, Tim Kerrick, Eric West, and Leo Wills. Council President Dan Troup, Member Bill Shaw, and Mayor Seth Wills were absent. Also present were Jerry Ogden (Expand Energy, prev Chesapeake), Secretary/Treasurer Laura Hewitt, Ordinance Enforcement Officer Kurt Lafy, plus members of the public (listed on sign-in sheet.)

**Minutes** from the February 3rd meeting were passed unanimously by a Munkittrick/Kerrick motion.

The **treasurer's report** for February was approved, with a Munkittrick/West motion to pay bills as presented. Laura noted that only \$6,000 of the previously approved transfer from PLGIT to the General Fund was made to maximize interest earnings, and will transfer the rest if/as needed this month. A West/Wills motion was approved to transfer from the State Checking to the General Checking account to cover allowable expenses as detailed in the QuickBooks transfer report.

**Correspondence:** emails in February were distributed to committee members as received; in addition, info about the PSAB Annual Conference, PA Transparency Laws roundup and a PA Good Govt Symposium was shared. An email request for update assistance for the County Hazard Mitigation Plan was also distributed to all Council Members.

**Public Participation:** Jerry asked for an update on the ordinance progress; Ron received a notice from Penelec line warning that he did not have "outside lines insured," and wondered if anyone else was getting such notices.

### **Borough Reports:**

**Streets:** Because a representative was present from Expand Energy (prev Chesapeake), the **road use agreement** was addressed first. Jerry Ogden, of Expand Energy, presented an updated agreement for water access use, with the same terms as the one expired on 1/1/25. Questions were addressed regarding how water tanks are secured and how quickly they will be removed if flooding occurs. Permitting applications required these concerns to be addressed, and they have people who monitor water gauge sites to be pro-active. They will provide a copy of the relevant parts of the plan. A West/Wills motion passed unanimously to approve the continuation of the road use agreement through January 1, 2027.

**Library:** The February report was received and distributed in meeting packets.

**Fire:** The February report was received from Chief Mat Walter, and presented by Tim Kerrick.

**Ordinance Enforcement:** Kurt reported a last minute notice of eligibility requirements for the **blight grant** that may preclude the borough being approved for the funds. He is continuing to investigate HUD requirements, and why the County Planning department did not inform us of the requirements at the beginning of this process.

**Levee Project:** There is no further progress; to date, Cole Hilsher (DEP) did not respond to concerns about closure gates in the new drawings.

**Streets:** In addition to the road use agreement, Laura reported that in response to her inquiry, PennDOT owns the bridge, would be liable to make repairs if destroyed by water trailers in flood.

**Buildings/Grounds:** A required progress report was submitted to EMHR regarding the brick pointing. Work is expected to take place between April and July. The Keystone Grant does require a renewal of the SAM registration. Laura is completing the online renewal with some difficulty.

**Vandalism:** No reports.

**Cleanup:** has been confirmed for April 11 & 12; posters were printed for the library and town bulletin board, and Laura will advertise in the Daily Review on the Saturday before.

**Public Utility:** Jerry Howard noted a light still out and asked that Laura submit the repair request. Valley Energy sent a notice that they have no gas main projects scheduled, but want to be notified if/when we have paving or construction planned.

**Water/Sewer (TMA):** Eric reported that he has been getting the committee emails, but no issues have arisen related to the Borough.

**Finance & Insurance:** Guthrie PC provided a DRAFT DCED Annual Audit and Financial Report; they will submit to DCED upon receipt of the draft approval letter, which was signed tonight. Audit Fraud Inquiry Letters were also completed this evening. Trey had multiple questions re: voting abstentions, insuring and plan for new property, details on the brick pointing grants, and the final ARPA grant report, which Laura responded to.

Caleb will have our insurance renewal proposal by mid-March, building in an inflationary increase, and expecting a slight pricing increase. Due to our "loss ratio" because of the storm damage payout, it will be difficult to get competitive pricing; He will provide various deductible options to choose from.

The Liquid Fuels report needed to be redone because of an adjustment made to EOY 2023, but Steve Kehoe noted the original was submitted in time, so our payment will not be delayed.

**EMC:** no report

**Floodplain:** a Tech bulletin received 2/14 was added to Floodplain file.

**Mayor Seth Wills:** not present; no report.

#### **New/Other Business:**

Job descriptions are in progress.

ATV activity in the borough is ramping up, Laura was directed to ask the State Police to attend our April or May meeting to address public concerns.

The regular meeting was adjourned at 7:25 pm by a West/Munkittrick motion.

**NOT OFFICIAL WITHOUT SECRETARY SIGNATURE AND BOROUGH SEAL**

Respectfully submitted by Laura H Hewitt, Borough Secretary