

## **DRAFT 9/16 MONROE BOROUGH COUNCIL MEETING MINUTES – September 8, 2025**

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

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

Present were Council President Dan Troup, Vice President Joan Grenell, council members Brenda Munkittrick and Eric West. Members Bill Shaw, Tim Kerrick, Leo Wills, and Mayor Seth Wills were absent. Also present were Secretary/Treasurer Laura Hewitt, Ordinance Enforcement Officer Kurt Lafy, Borough Maintenance and Roadmaster Al Pronti, Fire Chief Matt Walker, plus members of the public (listed on sign-in sheet.)

**Minutes** from the July and August meetings were approved by a West/Munkittrick motion.

The **treasurer's report** for August was reviewed; with approval to pay bills as presented in July and August, plus some early September bills. Laura noted that the \$20 accts receivable glitch has not yet been resolved, and she sent a reminder email to Trey at Guthrie to keep it on the radar.

Before continuing with the agenda items, the new librarian Rebecca Troup-Hodgdon was introduced. She is filling the position as Karen Troup has retired. Rebecca noted a change in hours, and invited all to an open house "retirement/welcome" party at the library on September 17. Cynthia Brown, the president of the library trustees re-iterated the invitation.

**Correspondence:** postal and emails in August were distributed to committee members as received, and are listed on the agenda.

**Public Participation:** none

### **Borough Reports:**

**Library:** There was no written report this month, Rebecca noted highlights.

**Fire:** Fire Chief Matt Walter presented the report (copy include in packets). There was further discussion regarding the inoperable detectors in rental properties. The new ordinances will address this. Meanwhile, Kurt agreed to send a letter to the owner of 229 Shaw Avenue, where after responding to a fire and testing the hardwired detectors, they were not working.

**Ordinance Enforcement:** The county is waiting for DCED to approve and release promised funds for demolition of **362 James Monroe Ave.** Meanwhile, the property has been sold again, and Kurt has notified the new owner that if he intended to do repairs, an engineering study to ensure the structure would be made viable would be required.

A special meeting will be scheduled and advertised for council members to review the **new ordinances** as drafted.

**Levee Project:** nothing new to report this month.

**Streets:** Several specific locations were added to Al's to-do list: potholes on Hemlock, weeds blocking sightlines on 414, and a question about how to improve visibility at the stop sign tied to a tree across from the feed mill. The no parking sign needs to be removed from in front of Mike's garage; and the speed sign still needs to be moved.

There was discussion about purchasing salt for the upcoming plowing season; there is currently enough room in the garage for the 'minimum purchase' of 22tons. A West/Munkittrick motion was approved for Dan to order salt.

**Buildings/Grounds:** More work continued on the **playground** and parking lot. After Jerry Gorski's final walkthrough on the **brick pointing** project, he sent a letter noting "The building looks great, and Johnson Quarries went above and beyond the project scope with cleaning." His final invoice for management services, and the 10% retainage for Johnson Quarries, were both paid with this month's bills. A West/Munkittrick motion was passed to approve the NTSWA registration for the **fall cleanup** for October 3 & 4 with no change from prior years hours.

**Vandalism:** Al noted the **picnic table** has been smashed again, in the past 2 or 3 weeks. Eric will review the security camera.

**Public Utility:** no reported outages.

**Water/Sewer (TMA):** Eric attended the meeting, nothing pertained to the borough.

**Finance & Insurance:** Laura was asked to print up the paperwork for budget preparation.

**EMC:** no report.

**Floodplain Management:** no report.

**Mayor Seth Wills:** absent, no report.

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

**Retirement notice:** Laura submitted a letter to the personnel committee on August 19, noting her decision to retire effective September 30. Laura will look for the last advertisement to share with Brenda, who will contact the Daily Review to advertise.

**Computer update:** The new computer has been delivered, but not fully set up pending Council's preference for which programs to upgrade. Laura will try to install the current version of QuickBooks, while maintaining everything on the old computer as a 'fail-safe'.

The remaining members of the public and Laura were excused for a brief executive session regarding personnel issues.

With no further actions to report, the meeting was adjourned at 7:40.

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

Respectfully submitted by Laura H Hewitt, Borough Secretary