

MONROE BOROUGH COUNCIL MEETING MINUTES – November 3, 2025
Location: Monroeton Library Meeting Room, 149 Dalpiaz Drive, Monroeton PA

The regular meeting of Monroe Borough Council was called to order by President Dan Troup at 6:20 p.m., opening with the pledge of allegiance.

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

Council President Dan Troup announced that the recently hired Borough Secretary/Treasurer, Janelle Howe, quit the position on October 20, 2025, due to newly diagnosed health issues. He asked Council Vice President Joan Grenell to take meeting notes and she agreed to do so.

No minutes for the October meeting and no Treasurer's Report for October were available for review and approval. No correspondence was reviewed.

Public Participation: Mary Kay Ward asked Council to consider more lead time for publishing event notices in the newspaper.

Borough Reports:

Library: A written report was distributed.

Fire: Chief Matt Walter gave an oral report.

Ordinance Enforcement: Kurt presented his report and provided a written copy for the file. He commented that the environmental review required by DCED for the blighted property grant is being completed. Leo provided two sample complaint forms for Council's review; Kurt stated that he prefers to have people call him so Council will forego the form at this time. A special meeting to review the updated ordinances needs to be scheduled and advertised as the October 28 meeting did not get advertised and was not held.

Levee: The position needs to be advertised and filled.

Streets: Al said they need to work on plugged drains. Tim Kerrick will do the snow plowing this winter season at the same rate as last season, \$20 per hour.

Buildings/Grounds: The playground equipment is installed. The brick pointing project is done but the downspout needs to be put back on the building. Final reports need to be completed and submitted to receive the grant monies that were approved for the project. Tim is researching fire escape improvement options.

Public Utility: There are no lights out to be reported.


Water/Sewer (TMA): Eric missed the meeting and has not yet received the minutes.

Finance & Insurance: The next budget meeting is scheduled for the third Monday in November at 6:15 p.m.

Mayor Seth Wills: absent, no report

EMC: no report

Floodplain Management: no report

 **Old (unfinished)/Other Business:** A Kerrick/Wills motion passed to hire Toni Fowler as Borough Secretary/Treasurer at \$22 per hour, with bonding approval required and a 90-day review period. A Wills/Kerrick motion passed to pay the bills.

The meeting adjourned at 7:35 p.m. on a Kerrick/West motion.

NOT OFFICIAL WITHOUT SECRETARY SIGNATURE AND BOROUGH SEAL

Respectfully submitted by Joan Grenell, Council Vice President