

New Wilmington Borough Council Minutes

January 5, 2026 Reorganization Meeting

Mayor Sherie Babb called the Organization Meeting of Council to order in the Council Chambers at 6:30pm.

The Oath of Mayor Sherie Babb was administered by Judge Russo.

The Oath of Council Members David Hunter, Lee Ann Miller, Janet Robb and Diane Richardson were administered by Judge Russo.

Mayor Sherie Babb opened the floor for nominations for Council President. Janet Robb nominated Cherry Poteet, and Dave Hunter nominated John Geidner. Mayor Babb then called for a vote on the nomination of Cherry Poteet. Janet Robb, Kiersten Reiber, Cherry Poteet, and Diane Richardson voted in favor. Cherry was declared President.

Mayor Sherie Babb opened the floor for nominations for Vice President. Cherry Poteet nominated Janet Robb, and Dave Hunter nominated Lee Ann Miller. Mayor Babb then called for a vote on Janet Robb. Cherry Poteet, Janet Robb, and Diane Richardson voted in favor; the motion did not carry. Mayor Babb then called for a vote on Lee Ann Miller. Lee Ann Miller, John Geidner, Dave Hunter, and Kiersten Reiber voted in favor. Lee Ann Miller was declared Vice President.

The Organizational meeting concluded and Council moved into regular session.

January 5, 2026 Regular Meeting

Council President Cherry Poteet led the Pledge of Allegiance

Roll Call:

Members Present: President Cherry Poteet, Vice President Lee Ann Miller, Dave Hunter, John Geidner, Kiersten Reiber, Janet Robb and Diane Richardson.

Other borough representatives present: Mayor Sherie Babb, Tracy O'Neill, and Attorney Frank Verterano. Stanton Fleming representing New Wilmington Municipal Authority

Approval of Minutes: Janet Robb made a motion to approve the previous month's meeting minutes. Kiersten Reiber seconded. Motion carried unanimously.

Approval of Bills: Janet Robb made a motion to ratify the payment of the previous month's bills. Dave Hunter seconded. Motion carried unanimously.

Public Comment: No public comment

Municipal Authority: Stanton Fleming reported that the Municipal Authority did not meet last month and therefore had no update.

2026 Council Meeting Schedule: Cherry Poteet presented the proposed 2026 Council Meeting Schedule. There were no changes and it was adopted.

Approval of Appointments: Cherry Poteet requested a motion to approve the following appointments for 2026:

Borough Manager, Treasurer and Secretary – Tracy O'Neill
Assistant Borough Secretary – Rachel Singer
Borough Zoning Officer – James Farris
Right to Know Officer – Tracy O'Neill
Emergency Management Coordinator – Cory Eckles
Engineers - HRG & Taylor Engineering
Depository Bank – FNB

John Geidner made a motion to approve the appointments. Lee Ann Miller seconded. Motion carried unanimously.

Signature Authority: Cherry Poteet made a motion to adopt the following resolution establishing signature authority for borough accounts.

A RESOLUTION ESTABLISHING AUTHORIZED SIGNERS FOR ALL BOROUGH ACCOUNTS AND REQUIRING THREE SIGNATURES ON ALL CHECKS ON BOROUGH ACCOUNTS

WHEREAS, the Borough Council of New Wilmington Borough is entrusted with public funds and has the highest duty of care to handle such funds with full accountability and transparency.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of New Wilmington, Lawrence County, Pennsylvania, that, as of January 5, 2026, the following are appointed as authorized signers for all Borough accounts:

Cherry Lynne Poteet, President of Council
John Geidner, Member of Borough Council
Lee Ann Miller, Member of Borough Council
David Hunter, Member of Borough Council
Tracy O'Neill, Borough Manager/Secretary/Treasurer

BE IT FURTHER RESOLVED, that three signatures from among the authorized signers are required on all checks written on all Borough accounts.

Lee Ann Miller seconded the motion, and it passed unanimously.

Mayor Babb – Police Report: Mayor Babb and Police Chief Jewell presented the Police Report.

Finance Report: John Geidner presented the Finance Report reflecting the income and expenses of the Borough from January 2025 through November 2025, reflecting an operating deficit of \$259,943.62. The Borough has sufficient reserves to cover the deficit.

Bruce and Merrillees Contract: John Geidner made a motion to approve the 2026 traffic signal maintenance contract with Bruce and Merrillees in the amount of \$3,604. Diane Richardson seconded. Motion carried unanimously.

Parking Lot Acquisition: John Geidner noted the Borough has acquired the parking lot at Fractured Grape and maintenance is now being handled by Borough staff.

LSA Grant Update: John Geidner announced the Borough was awarded a \$100,000 matching Local Share Account (LSA) grant for the Vine Street streetscape project. The grant requested assistance with improvements costing \$463,171, so adjustments to the project will need to be made. We are still waiting for a decision on the Main Street Matters grant application for improvements to Market Street.

Parking Lot Signage: After discussion regarding costs and grant funding, Lee Ann Miller made a motion to approve the purchase of parking lot signage not to exceed \$22,000. Kiersten Reiber seconded the motion.

A motion to table the motion until February was made by Cherry Poteet and seconded by Dave Hunter. The vote in favor of tabling was as follows: Janet Robb - Yes, Dave Hunter - Yes, Cherry Poteet - Yes. The motion to table failed.

The council then returned to the original motion to approve the signage purchase. The motion carried with the following votes in favor: Janet Robb - Yes, Kiersten Reiber - Yes, John Geidner - Yes, Lee Ann Miller- Yes, Dave Hunter - Yes, Cherry Poteet – Yes, Diane Richardson - Yes.

Armstrong Agreement: Lee Ann Miller reported that she had met with Armstrong at the Borough water tower site and described the two small buildings currently there housing communications and cable equipment for Westminster College, and the new small building that Armstrong wants to construct at the location for their fiber optic lines. Lee Ann made a motion to

authorize the borough to discuss terms for proposed agreements with Armstrong and Westminster for communications infrastructure. Cherry Poteet seconded. Motion carried unanimously.

Fire Department Windows: Lee Ann Miller stated that she has received two bids for new windows for the Fire Department building and is awaiting receipt of a third bid.

Sanitation/Water: Cherry Poteet made a motion to accept the January 2026 Water Terminations as presented. Dave Hunter seconded. Motion carried unanimously.

Utilities: Kiersten Reiber made a motion to accept the January 2026 Electric Terminations as presented. John Geidner seconded. Motion carried unanimously.

Community Engagement: Kiersten Reiber reported that representatives from Pennsylvania Heart and Soul will be meeting with community representatives on January 13, 2026 at 4:00 at McKelvey Campus Center. All are welcome to attend and learn about the program, as we decide if there is community interest in bringing the program to New Wilmington. Registration for the Pavillion in the Park has begun.

Zoning: Janet Robb reported monthly meetings will be held with Gary Johnson regarding the zoning rewrite.

The Board dismissed the public to go into executive session at 7:23pm to discuss Personnel.

The Board exited executive session and the regular Meeting resumed at 8:13pm.

Police Department: Lee Ann Miller made a motion to establish an additional full-time police officer position. John Geidner seconded. Motion carried unanimously.

Adjournment: John Geidner made a motion to adjourn. Dave Hunter seconded. Motion carried unanimously.

Meeting adjourned at 8:15pm