

New Wilmington Borough Council Minutes

May 4, 2026, Council Meeting

Meeting called to order at 6:30pm

Council President Cherry Poteet led the Pledge of Allegiance

Roll Call:

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

Absent

Other borough representatives present: Mayor Sherie Babb, Administrator Tracy O'Neill, Superintendent Brad Latimer and Ken Hilke representing New Wilmington Municipal Authority

Approval of Minutes: Dave Hunter made a motion to approve the previous month's meeting minutes. Diane Richardson seconded. Motion carried unanimously.

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

Public Comment: None

Municipal Authority: Ken Hilke reported that the Water Authority continues to discuss future multi-year water projects. They also discussed whether a water rate increase would be necessary, if council votes to keep the brick on Vine Street, and it was determined that at this time, no water rate increase will be needed.

Administrator Report:

Shred Event: Tracy O'Neill reported the Community Shred Event will be held on June 20th from 9am-1pm in the newly acquired municipal lot.

Peace in the Park Day: Tracy O'Neill presented a thank you card from Todd Cole expressing his gratitude to Council for allowing the Rotary to use the park for Peace in the Park Day.

Superintendent Report:

Maintenance Update:

- Annual street sweeping was completed this month by Pave Care at a cost of \$5,678.00.

- Playground resurfacing is expected to begin within the next week or two. Supplies should arrive next week.
- The plan is to fill the pool earlier than usual due to concerns regarding the solar heater, which may be due for replacement.
- A large maple tree near the amphitheater will be removed in-house, as it poses a risk to the sign and nearby street light.
- Spouting was installed at the Marketplace building, and windows are planned to be completed next.
- The Borough received the GIS system and sewer camera.
- Issues have occurred at the sewer plant, and Kappe Industries was brought in to evaluate the system. Several problems caused the system to go offline. Kappe Industries recommended updating the system. Brad would like to contact HRG for additional guidance and information. The project would likely be budgeted and scheduled for next year.
- Cabin Creek Electric is working on surge protectors and inspecting the contacts at the Sewer Plant. Approximately \$3,000 in parts will need to be ordered.
- LeeAnn Miller asked for an update on the windows and doors project. Brad stated they have not heard back yet but will follow up. Installation of the window sills is in progress.

Mayor Babb – Police Report:

Police Report: Mayor Babb reported a quiet month with routine calls. The April 2025 police report highlighted community outreach events, officer training activities, and appreciation received for Officer George and Sgt. Russo.

Presidents Report:

Financial Report: Cherry Poteet reviewed the financial statements and departmental reports presented.

Property Maintenance Procedures: Cherry Poteet made a motion to approve the administrative violation procedures for grass cutting, snow removal, and garbage removal as presented. Dave Hunter seconded. Motion carried unanimously.

Fee Schedule: Cherry Poteet made a motion to approve the updated fee schedule as presented. Lee Ann Miller seconded. Motion carried unanimously.

MOU Police Take Home Vehicle: Cherry Poteet made a motion to approve authorization for Sgt. Russo to take home the extra police vehicle. John Geidner seconded. Motion passed unanimously.

Electric: John Geidner made a motion to accept the May 2026 list to terminate electric service as presented. Cherry Poteet seconded. Motion carried unanimously.

Sanitation/Water: John Geidner made a motion to accept the May 2026 Water Terminations as presented. Lee Ann Miller seconded. Motion carried unanimously.

Grants and Boro Improvement: Diane Richardson reported that the Main Street Matters was not awarded. She and Lee Ann will be meeting to discuss the priorities for the Vine Street grant that was received and will make a recommendation to Council.

Personnel: Dave Hunter made a motion to approve the summer hire list. John Geidner seconded. Motion carried unanimously. Lee Ann Miller abstained due to a family relationship with two of the summer hires.

Planning & Zoning: Janet Robb reported the committee is working with the consultant Gary Johnson to revise the Zoning Ordinance and Property Maintenance Ordinances and should have something for the council in the coming months. It was also reported that a public meeting to discuss the changes will be held on June 23rd.

Parking Amendment: Lee Ann Miller made a motion to advertise the parking amendment ordinance as presented. After discussion, additional clarification was needed regarding the streets identified as no parking, and the motion was tabled.

Vine Street Brick: Council discussed whether to proceed with the Vine Street project using brick or asphalt. Public comment was received in support of preserving the brick street for its character and historical value. Council members discussed resident feedback, future maintenance costs, contractor availability, and concerns regarding the condition of underground utilities, including possible future sewer line replacement costs. Discussion also included the Borough's long-term paving plans and the desire to preserve salvaged bricks for use in the downtown area.

Lee Ann Miller made motion to proceed with restoring Vine Street using brick, with the Water Department contributing one-half of what it would cost to pave with asphalt. John Geidner seconded. Votes were as follows: Janet Robb – no, Cherry Poteet – no, Lee Ann Miller – yes, Dave Hunter – no, John Geidner – yes, Diane Richardson – No. Motion failed.

Cherry Poteet made a motion to proceed with the plans for the Vine Street paving project, repaving with asphalt and saving the brick that is salvageable

to use on the downtown streets. Lee Ann Miller seconded. The motion passed unanimously.

Adjournment: Cherry Poteet made a motion to adjourn. John Geidner seconded. Motion carried unanimously.

Meeting adjourned at 7:35pm.