

## **New Wilmington Borough Council Minutes**

July 6, 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, Kiersten Reiber, Janet Robb and Diane Richardson.

Other borough representatives present: Administrator Tracy O'Neill and Superintendent Brad Latimer. Absent: Mayor Sherie Babb

**Approval of Minutes:** Lee Ann Miller made a motion to approve the minutes from the meetings on June 1, 2026 and June 17, 2026. Dave Hunter 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:**

**Frank Bell:** Frank Bell presented information on a Pennsylvania Game Commission program to install nesting towers for Chimney swifts or purple martins on public property. The Game Commission will meet with Mr. Bell on July 16 to review potential locations. Following that meeting, Mr. Bell will return to Council so the project can be considered for approval.

**Beth Verterano:** Beth Verterano reported that the Water Authority is still seeking a fifth board member and suggested including a recruitment notice with the next utility bills. Ms. Verterano also asked whether the monthly meetings with the zoning consultant are public. Janet explained that these are working meetings and that additional public meetings will be held as the zoning amendment process moves forward.

**Municipal Authority:** Municipal Authority Absent – No report.

### **Administrator Report:**

**Cintas** – Tracy O'Neill reported that Cintas provided a quote for floor mats at the Borough Office and Police Station. She noted that the proposed agreement includes a five-year term and stated she would ask if the contract could be revised before bringing it back to Council for consideration at the next meeting.

**Pension Plan:** Tracy O'Neill informed Council that she is obtaining quotes from other pension providers for the Borough's Non-Uniform Pension Plan for Council's review and consideration. She noted that the current provider has been difficult to work with and that the plan had previously been changed without notification to employees.

**Superintendent Report:**

**Maintenance Update – Brad Latimer:**

- The Geo Probe will need to be replaced at an estimated cost of \$5,000.
- He is going to drain the sewer tanks again and replace the anodes in tank 2.
- A steel road plate was purchased for approximately \$3,500 and recommended purchasing an additional plate.
- PennDOT plans to pave S Market Street next year. The Borough is coordinating storm sewer improvements in advance of the paving project, including discussions regarding work on Neshannock.
- Ask for approval to place fill material along the park entrance to address erosion. – Council Approved
- The recent storm caused a minor electrical outage after primary wires were struck, resulting in a blown fuse. The issue was resolved with no significant concerns.
- Crews will continue pickup of branches brought down by the recent storm through Wednesday.
- People's Gas applied for and was granted a Street Cut permit on Neshannock is expected to begin near Red's.
- People's Gas has completed all work on Vine Court except for the final paving restoration.

**Mayor Babb – Police Report:**

**Police Report:** In Mayor Babb's absence Chief Eric Jewell gave the police report. Chief explained that June was relatively slow in terms of crime, but officers continued to respond to a variety of calls, including medical emergencies, road hazards, civil matters, background checks, domestic incidents, animal complaints, and administrative duties. A resident was a victim of online fraud last month, and the Chief encouraged residents to check with the Department or their bank before transferring money to anyone you don't know personally. The department has continued to focus on community engagement, attending the Fresh Market, Amish Auction and other community events.

Chief explained that additional security measures were implemented by the college for the annual Independence Day fireworks.

Chief reported that he, Officer Ochs, and Officer Berger completed firearms training with Sgt. Russo serving as the instructor.

Chief recognized Rachel for her hard work implementing the department's new filing system.

**Presidents Report:**

**Financial Report:** Cherry Poteet reviewed the financial statements and departmental reports presented for the first five months.

**Electric/Trash/Sewer:** John Geidner made a motion to accept the July 2026 list to terminate electric service as presented. Diane Richardson seconded. Motion carried unanimously.

John Geidner made a motion to accept the July 2026 water terminations as presented. Dave Hunter seconded. Motion carried unanimously.

**HRG – Sewer Calculation Update:** John Geidner made a motion that New Wilmington Borough Council accept the Phase 1 Preliminary Review, dated June 19, 2026, from Herbert, Rowland & Grubic, Inc. (HRG), and authorize HRG to proceed with Phase 2 of the Sewer Capital Charge Evaluation in accordance with the previously submitted proposal. Diane Richardson seconded. Motion carried unanimously.

**Grants & Boro Improvement:**

**LSA Grant:** Diane Richardson discussed the Local Share Account (LSA) Grant recently awarded for the Vine Street Project. Although the Borough requested \$463,171.00, the award was reduced to \$100,000, which will require revisions to the project scope. Discussion focused on prioritizing storm sewer improvements, catch basins, curb and sidewalk repairs, the newly acquired parking lot and its entrance, and infrastructure for future lighting. Council will further discuss the Borough's financial commitment and priorities before deciding how to spend the grant funds.

**Main Street Matters:** Diane Richardson made a motion to authorize Taylor Engineering to update the engineering plans and resubmit the Main Street Matters Grant Application. John Geidner seconded the motion. Motion carried unanimously.

**Personnel:** Dave Hunter announced that the Borough's new Maintenance/Lineman employee began work today. He also reported that police contract negotiations are underway. Additionally, he informed Council that the Borough Employee Picnic for employees, Council members, and their families will be held on August 13, 2026.

**Planning & Zoning:** Janet Robb reported that the public meeting on June 23<sup>rd</sup> regarding the draft revised zoning map and permitted uses went well and we received good feedback. Ordinance 539, addressing short term rentals and Conditional Uses was sent to the County Planning Commission and New Wilmington Planning Commission for review and comment.

**Ordinance 540 – Property Maintenance:** Janet Robb made a motion to advertise Ordinance 540 – Property Maintenance. Cherry Poteet seconded. Motion carried unanimously.

**Pool/Park/Community Activities:** Kiersten Reiber stated that she had been down to the pool on the hottest day so far this year and there were 140 people at the pool and everything went smoothly. She and Diane are going to meet with the Pennsylvania Heart and Soul about the grant application.

**Streets and Buildings:**

**Vine Ct & N New Castle St Project:** Lee Ann Miller made a motion to advertise for bids for the Vine Court and N New Castle St project. Diane Richardson seconded. Motion carried unanimously.

**Parking and Traffic Ordinance:** Lee Ann Miller made a motion to approve Ordinance 538 – Parking and Traffic as advertised. Cherry Poteet seconded. Motion carried unanimously.

**Speed Limit Signs:** Council discussed enforcing speed limit on the borough roads, as there is concern about speeding, especially with children out in the summer. It was discussed that the speed limit is 25 mph, but signs must be posted in order for the police to enforce the speed limit. The solicitor advised that it was not sufficient to post a single sign stating the speed limit throughout the borough. More information will be gathered as to how many signs must be posted, and where they need to be located.

**Adjournment:** Cherry Poteet made a motion to adjourn. Lee Ann Miller seconded. Motion carried unanimously.

Meeting adjourned at 8:18pm.