

New Wilmington Borough Council Minutes

August 3, 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, Kiersten Reiber, Janet Robb and Diane Richardson. Absent: Dave Hunter

Other borough representatives present: Mayor Sherie Babb, Borough Administrative Assistant Rachel Singer and Solicitor Phillip Clark. Absent: Administrator Tracy O'Neill and Superintendent Brad Latimer

Approval of Minutes: Cherry Poteet made a motion to approve the July 6, 2026 minutes as corrected and seconded by John Geidner. John requested that the minutes be corrected to add the discussion regarding placing a Solicitor's Report back on the agenda. Motion to approve the minutes as amended carried unanimously.

Approval of Bills: Cherry Poteet made a motion to ratify the payment of the previous month's bills. Lee Ann Miller seconded. Motion carried unanimously.

Public Comment:

Beth Verterano: Beth Verterano questioned the absence of a Solicitor's Report from the agenda and asked several questions regarding Ordinance 540, Property Maintenance, including its publication, enforcement, vacant property registration, and procedures for properties requiring demolition. Cherry Poteet provided clarification and noted that the ordinance is intended to address property issues before they become severe. Mrs. Verterano also noted that the form referenced in Section 6 was not attached. President Poteet confirmed that the vote would be on the final version of the ordinance, which was posted for public comment.

Municipal Authority: There was no representative of the Municipal Authority – No report.

Community Communications: There were two communications for the Council. Cherry Poteet read them aloud to the room. One was from Mr. David and Mary L. Boyer thanking New Wilmington for its kindness and being so welcoming to them as new residents. The second communication was from the NWVFD thanking Borough Council for the recent improvements that the

borough has made to the fire station. President Cherry Poteet acknowledged the work Lee Ann Miller has done on improving the station. The Fire Chief was present at the council meeting, and the council thanked the Fire Department for all they do for the Borough and its residents.

Solicitors Report: Phillip Clark reported that his firm assisted with the preparation and advertisement of the proposed ordinance adopting the International Property Maintenance Code and the proposed zoning amendment. The firm is also assisting with police collective bargaining negotiations, an amendment to the sewer agreement with Wilmington Township, and various legal matters, including document review and employment-related documents.

Administrator Report: Tracy O'Neill absent – No report.

Superintendent Report: Brad Latimer absent – No report.

Mayor Babb – Police Report:

Police Report: Mayor Babb reported it has been a quiet month, with assists in Lawrence County and Mercer Counties. Chief Jewell added an emphasis on residents of the borough to be aware of fraud, and for residents to seek advice from a trusted person before following through with what might be a scam.

Presidents Report:

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

Bid Opening for Vine Ct and N New Castle Project: Cherry Poteet explained the bid opening will be rescheduled for a special meeting on Monday August 10, 2026, at 5pm. She explained the engineer sent in the information to the newspaper, however it was not published in time for this meeting.

Cintas: Cherry Poteet made a motion to approve the Cintas contract to maintain the mats at the borough building as presented. Diane Richardson seconded. Motion carried unanimously.

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

Sanitation/Water: John Geidner made a motion to accept the August 2026 water terminations as presented. Cherry Poteet seconded. Motion carried unanimously.

Main Street Matters: Diane Richardson made a motion to approve Resolution 2026-08 – Main Street Matters – this is to reapply for the Main Street Matters Grant. Lee Ann Miller seconded. Motion carried unanimously.

Ordinance 539 – Zoning Amendment: Janet Robb made a motion to approve Ordinance 539, the zoning amendment, as presented. Cherry Poteet seconded.

Discussion: President Cherry Poteet reviewed the comments from the Borough and Lawrence County Planning Commissions. She noted that the recommended corrections and clarifications had been addressed, including typographical errors, wording changes, and the ordinance number correction. Other suggestions, including a tourism tax, property forms, bringing properties up to code upon ownership transfer, and rental insurance, were discussed but determined to be outside the scope of the zoning ordinance.

Janet Robb stated that the amendment updates the existing ordinance and is intended to protect residential areas, with the current focus on the commercial district. President Poteet added that regional discussions have emphasized the importance of ordinances regulating short-term rentals.

The vote was as follows: Janet Robb – yes, Kiersten Reiber - yes, Cherry Poteet – yes, Lee Ann Miller – yes, John Geidner – yes, Diane Richardson – yes. The Motion carried unanimously.

Ordinance 540 – Property Maintenance: Janet Robb made a motion to approve Ordinance 540, Property Maintenance, as presented. Cherry Poteet seconded.

Discussion: President Poteet explained that Notice of Intent to Adopt the ordinance was published in the Sharon Herald. The Ordinance did not require a public hearing because it is not a zoning ordinance. The ordinance is based on the 2018 International Property Maintenance Code and is intended to improve neighborhoods and maintain property values. Council briefly discussed the code's version and applicability to properties within the Borough.

The vote was as follows: Janet Robb – yes, Kiersten Reiber - yes, Cherry Poteet – yes, Lee Ann Miller – yes, John Geidner – yes, Diane Richardson – yes. The Motion carried unanimously.

Accessory Dwelling: Janet Robb also asked Council to review information regarding accessory dwelling units and provide feedback as to whether they should be added as an option in the Zoning Ordinance being revised.

Short Term Rental: LeeAnn Miller noted that a previously approved short-term rental motion incorrectly referenced a Borough noise ordinance. The Borough does not have a noise ordinance but does have a nuisance ordinance. The Solicitor confirmed that referencing a noise ordinance does not affect the validity of the Ordinance adopted.

Cherry Poteet reminded everyone that council is meeting on a Tuesday next month due to Labor Day the council meeting will be Tuesday, September 1, 2026.

Old Business:

- Limb collection is August 10, 2026 the rules are on the borough website.
- August 10, 2026 at 5:00 the council is having a Special Meeting to open paving bids and award a contract.

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

Meeting adjourned at 7:26pm.