New Wilmington Borough Council Minutes
September 1, 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, John Geidner, Kiersten Reiber, Janet Robb and Diane Richardson. Absent: Lee Ann Miller and Dave Hunter

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

Approval of Minutes: Cherry Poteet made a motion to approve the minutes of the August 3, 2026 public hearing on Zoning Ordinance 539, the August 3, 2026 regular meeting, and the August 10, 2026 special meeting. Diane Richardson seconded. Motion to approve the minutes carried unanimously.

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

Public Comment:
Beth Verterano: Beth Verterano expressed that she was glad to see the Solicitor's Report had been submitted and welcomed Tracy back. She also requested that the meeting minutes be brought up to date on the Borough website.

Mrs. Verterano asked whether there would be any costs to Borough residents associated with the proposed sewer agreement with Wilmington Township, Mercer County.

New Business:
Fire Department: John Geidner reported that he has been in communication with officers from the Fire Department regarding a stipend the department has begun paying to volunteers. They are currently reviewing the regulations regarding payment of the stipend. He wanted to make Council aware that the Borough may eventually need to provide assistance with the program.

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

Administrator Report: Tracy O'Neill provided the following updates:

- **Pension Services:** Due to ongoing communication and service concerns with the current non-uniform pension provider, Tracy is exploring alternative pension administration options. Additional information is being gathered, and it appears that an RFP will need to be issued to solicit proposals for a new plan administrator.
- **Utility Payments:** Following a merger between the Borough's billing software and credit card processor, utility payments are now being processed through the same provider. Automatic payments may be made by e-check or credit card, with a $0.50 fee per transaction. The Borough is currently absorbing these fees to encourage direct payment and as an alternative to staff manually processing checks.

Superintendent Report: Brad Latimer provided the following updates:

- **Sewer Plant:** The SPR tanks were drained to allow for repairs, and new corrosion control measures were added. Holes were identified in the tanks, and although the repairs required multiple visits, the work was successfully completed.
- **Storm Sewer:** A storm sewer in front of the park was recently repaired and completed today.
- **Vine Street Project:** Brad has been working with HRG and Taylor's regarding the Vine Street Project with the Water authority next year. Both recommended removing the cement underneath the existing road. Cracks are visible. Brad intends to coordinate with both the Water Authority and the Borough, with the Water Authority taking the lead on the project. Costs would be shared between the Water Authority and the Borough. A cost estimate will be provided to Council, with the work treated as one project.
- **Power Issues:** A recent power glitch was determined to be related to a Penn Power feed issue. The Elementary Apartments and the South Mercer Street also had an issue.
- **Park Playground Surface Repairs:** Contractors were expected to complete repairs to the surface the park this month but did not arrive. The Borough will continue to follow up, as the repairs are the contractor's responsibility.

Mayor Babb – Police Report:

Police Report: Mayor Babb reported it has been a quiet month, with assists in Lawrence County and Mercer Counties.

Mayor Babb also reported that the Amphitheater and Fresh Market had a great year and are closed for the year.

Solicitors Report: The Solicitor reported that negotiations continue with the Police Bargaining Unit regarding a successor collective bargaining agreement, as the current agreement expires December 31, 2026. The proposed amendment to the 2004 Intermunicipal Sewage Service Agreement with Wilmington Township, Mercer County, has been drafted and is currently under review. The Solicitor also prepared an employee reimbursement agreement and addressed other legal and administrative matters for the Borough.

Presidents Report:
Financial Report: Cherry Poteet reviewed the financial statements and departmental reports presented for the first seven months reporting that the borough is still in the black.

Resolution 2026-09 Waive 5% Employee Paid Contribution: Cherry Poteet made a motion to approve Resolution 2026-09 to waive the 5% employee paid contribution to the Police Pension Plan for the calendar year 2027. John Geidner seconded. The vote was as follows: Janet Robb – yes, Kiersten Reiber - yes, Cherry Poteet – yes, John Geidner – yes, Diane Richardson – yes. The Motion carried unanimously.

Non-Uniform MMO: Cherry Poteet made a motion to approve the 2027 Non-Uniform Minimum Municipal Obligation. John Geidner seconded. The vote was as follows: Janet Robb – yes, Kiersten Reiber - yes, Cherry Poteet – yes, John Geidner – yes, Diane Richardson – yes. The Motion carried unanimously.

Police MMO: Cherry Poteet made a motion to approve the 2027 Police Minimum Municipal Obligation. John Geidner seconded. The vote was as follows: Janet Robb – yes, Kiersten Reiber - yes, Cherry Poteet – yes, John Geidner – yes, Diane Richardson – yes. The Motion carried unanimously.

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

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

Trick or Treat: Kiersten Reiber made a motion to approve Trick or Treat in the borough for October 31, 2026 from 2pm-4pm with parade to follow. Diane Richardson seconded. Motion carried unanimously.

Armstrong Memorandum of Understanding: In Lee Ann Miller's absence Cherry Poteet made a motion to approve the Armstrong Memorandum of

Understanding to allow Armstrong 120 days to investigate installing a new Cabinet for their fiber optic system near the water tower. Janet Robb seconded the motion. Discussion followed regarding the proposed agreement. John Geidner expressed concerns about placing additional responsibilities on the Borough and requested that the matter be reviewed with the Solicitor.

Cherry Poteet amended her motion to approve the Armstrong Memorandum of Understanding subject to final approval by the Borough Solicitor. Janet Robb seconded the amended motion. The motion passed unanimously.

Stone House: The tenant vacated the Stone House as of August 31, 2026. Discussion was held regarding the condition of the property, necessary maintenance, and potential adjustments to the rental rate. Brad Latimer will assess the damages and complete the necessary repairs as soon as possible. There is currently an interested prospective tenant.

Old Business:

Sewer Agreement WTMC: Discussion was held regarding the timeline and potential costs associated with the Wilmington Township agreement. John Geidner stated there should be no additional costs to the Borough. Solicitor Long provided a revised Agreement to the Electric Trash and Sewer Committee today. John stated that additional information is needed from the Township Engineer before finalizing.

Adjournment: Cherry Poteet made a motion to adjourn. Janet Robb seconded. Motion carried unanimously.

Meeting adjourned at 7:26pm.