

Borough Council Meeting Minutes

Date: January 20, 2026

Time: 7:00 pm

Attendance:

James Zieglemeier, Carter Bower, Mike Modrak, Ken Marker, Glen Romesberg, Missy Cramer, Ben Carroll, Todd Skowron, and Andy Miller (via phone)

Call to order:

The meeting was called to order at 7:00 pm

Approval of previous minutes:

Motion to approve December minutes made by Ken Marker, seconded by Carter Bower. Motion carried.

Public Comment:

There were no guests or public comments.

Business items:

A. Grove Project Payment

- 1.) Todd Skowron requested final payment of \$58,872.60. Payment will be withheld until walking path equipment is installed.
- 2.) Motion by Carter Bower, seconded by Ken Marker. Motion carried.

B. Bill Payment Authorization

- 1.) Motion to authorize officers to pay bills when ready through January 31, 2026 made by Carter Bower, seconded by Ken Marker. Motion carried.

C. Secretary Position

- 1.) Motion by Carter Bower to declare the Borough Secretary position due to DEFACTO resignation, seconded by Ken Marker. Motion carried.
- 2.) Motion by Andy Miller to compensate James Zieglemeier for emergency interim secretary duties, seconded by Carter Bower. Motion carried.

3.) Motion by Ken Marker to redesignate the Borough Secretary position covering general secretarial duties (excluding payroll, bills, and water/sewer accounts), seconded by Carter Bower. Motion carried.

4.) Motion by Ken Marker to hire Breeanna Reel as Borough Secretary at \$18.00/ hr. Schedule Monday, Wednesday, Friday 8:00 AM- 2:00 PM; Tuesday, and Thursday 8:00 AM – 12:00 PM. Seconded by Carter Bower. Motion carried.

D. Bank Authorization

1.) Motion by Ken Marker to remove Caryoln R. and add Liz Kovach to the bank signature list, seconded by Cater Bower. Motion carried.

E. Security System

1.) Motion by Carter Bower to purchase a security system with six cameras, monitor, and external hard drive for up to \$900, seconded by Ken Marker. Motion carried.

F. Maintenance Building

1.) Motion by Cater Bower to replace locks and keys at the maintenance building for up to \$200, seconded by Ken Marker. Motion carried.

Executive Session

Entered executive session at 8:27 PM

Meeting resumed at 8:40 PM

Adjournment

Motion to adjourn made by Carter Bower, seconded by Mike Modrak. Meeting adjourned at 8:43 PM