

Minutes of the Borough Council

Zelienople, PA

11/24/2025 7:00 PM

Council-Regular

MasterID: 806

The November 24, 2025, Council Meeting of the Zelienople Borough Council was called to order at 7:00 PM by Council President Gregg Semel in the Council Chambers located at 111 W. New Castle St., Zelienople, PA 16063. In attendance were Council Members Gregg Semel, Andrew Mathew III, Doug Foyle, Steve Schoppe, Spencer Mathew, Dan Fritch, Karen Lyle, and Mayor Thomas Oliverio.

Borough Manager Andrew Spencer, Finance Director Erin Thompson, Police Chief James Miller, Borough Solicitor Bonnie Brimmeier, and Borough Engineer Tom Thompson were also in attendance.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chief Miller.

VISITORS:

Sal McCormick

PUBLIC COMMENT:

Trivia Question: What was the Dettmar Basse house used as before being sold to Joseph Allen? It was used as a school before being sold to Joseph Allen and is now called Allen's Hill.

CONSENT AGENDA:

A motion was made by Mr. Mathew, seconded by Mr. Fritch, to approve:

- Minutes of November 10, 2025 Council Meeting
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$50,000 from the Water Fund to the General Fund, if needed.
- Transfer of Funds, \$20,000 from the General Fund to the Park Fund, if needed.

Motion carried 7-0.

OLD BUSINESS:

None

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NEW BUSINESS:

CONSIDER TENTATIVE ADOPTION OF PROPOSED 2026 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to tentatively adopt the proposed 2026 Operating Budget, totaling \$12,760,098, and the corresponding Capital Improvements Plan, and to authorize advertisement for public inspection.

A summary of the proposed budget, by Fund, is as follows:

General Fund	\$ 3,843,274
Fire Fund	\$ 89,041
Park Fund	\$ 395,266
Library Fund	\$ 46,528
Water Fund	\$ 2,120,802
Electric Fund	\$ 5,880,187
Highway Aid Fund	<u>\$ 385,000</u>
Total	\$ 12,760,098

The proposed budget shows a slight increase of approximately 3% from the 2025 Budget. An EMS tax of .5 mills is proposed in the Fire Fund.

Motion carried 7-0.

CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE NO. 894-25, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2026

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to authorize the advertisement of proposed Ordinance No. 894-25 setting the 2026 Real Estate Tax Millage Rates as follows:

Tax rate for General purposes	1.81 mills
Tax rate for Recreation purposes	2.00 mills
Tax rate for Fire Department purposes	3.00 mills
Tax rate for Library purposes	1.57 mills
Tax rate for EMS purposes	<u>0.50 mills</u>
	Total 8.88 mills

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The EMS (ambulance and rescue) Tax millage rate reflects a modest tax change of a 1/2 mill increase for 2026 to assist Harmony EMS as the designated EMS provider.

Motion carried 7-0.

CONSIDER AUTHORIZATION TO ADVERTISE ORDINANCE NO. 895-25, AN ORDINANCE AMENDING SEWER LATERAL OWNERSHIP

A motion was made by Mr. Fritch, seconded by Mr. Spencer Mathew, to authorize the advertisement of Ordinance No. 895-25 amending the Borough Code to clarify ownership of sewer laterals within the roadway and right-of-way.

When the Borough renewed WBCA's charter a couple years ago, the negotiations included an understanding that WBCA would take ownership of the sewer laterals in the roadway and right-of-way, provided the Borough enacted an appropriate ordinance. This agreement was documented in the resolution authorizing the charter renewal.

Motion carried 7-0.

CONSIDER APPROVAL FOR COUNCIL, POLICE CHIEF AND LIEUTENANT, AND ASSISTANT BOROUGH MANAGER TO ATTEND THE 2026 PELRAS CONFERENCE IN HERSHHEY, PENNSYLVANIA

A motion was made by Mr. Mathew, seconded by Mr. Schoppe, to approve attendance at the 2026 PELRAS Conference for the Police Chief, Police Lieutenant, and Assistant Borough Manager, and to authorize attendance by interested Council members. The conference will be held at the Hershey Lodge on March 25–27, 2026.

Motion carried 7-0.

REQUEST AUTHORIZATION TO HIRE REGULAR FULL-TIME LINEMAN POSITION

A motion was made by Mr. Mathew, seconded by Mr. Spencer Mathew, to authorize the hiring of Brandon Groner as a full-time Lineman in the Electric Department at a rate of \$26.00 per hour, with an anticipated start date of December 8, 2025, subject to the standard probationary period.

Motion carried 7-0.

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CONSIDER HOLIDAY GIFT CARDS FOR EMPLOYEES AND RETIREES

A motion was made by Mr. Fritch, seconded by Mrs. Lyle, to approve the distribution of \$65.00 Yiftee gift cards to all Borough employees and retired employees as a holiday appreciation gift for 2025.

Motion carried 7-0.

OTHER BUSINESS:

None

COUNCIL REQUEST FOR INFORMATION

The council did not review the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 11/21/2025 which includes any discussion and removal/ addition of items from the previous month.

REPORTS

Committees Reports:

Mr. Semel

- Human Resources: noted upcoming meeting scheduled
- Building & Finance: no report
- Police Matters: no report

Mr. Mathew

- Utilities: work is in the initial stages of AMPT study
- Police Matters: no report
- Fire Dept. Liaison: the grant was received on the new truck from Congressman Kelly's office
- Shared Services Committee: no report
- Human Resources: no report
- Community Revit. Committee: no report
- Parks & Recreation: no report

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Mrs. Lyle

- Parks & Recreation: no report
- Police Matters: no report

Mr. Mathew

- Building & Finance: noted the EMS report that was provided
- IT: no report
- Police Matters: no report
- EMS Study: no report

Mr. Fritch

- Community Revit. Committee: Phase II poles are gone. Phase III is being held until Verizon and Armstrong do another review. Also noted that the stormwater facility at the park is moving for 2026 construction.
- Human Resources: no report
- IT: no report
- Public Safety/Street/Sidewalk/Storm water: no report

Mr. Foyle

- Public Safety/Steer/Sidewalk/Stormwater: no report
- Library: no report
- Pension Committee: no report
- Building & Finance: noted the budget meetings held on 2026 budget
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Mr. Schoppe

- Parks & Recreation: pool memberships are open and encourage folks to get a membership.
- Utilities: no report
- Community Revit. Committee: no report
- IT: no report

Mayor :

- Noted that he did a ribbon cutting for new store on Main Street and noted a taylor business has opened. Also noted PSAB newly elected training to occur in the new year.

Manager: noted Harmony Pump Station project starting, and they would like to stage on Borough property.

Solicitor: no report

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Engineer: no report

Police Chief: no report

Being no further business, President Semel closed the meeting at 8:01 PM.

ATTEST:

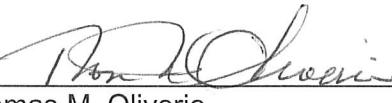


Andrew C. Spencer
Borough Manager



Gregg A. Semel
Council President

Approved by me on this 8th day of December 2025.



Thomas M. Oliverio
Mayor