Borough of Freemansburg

600 Monroe St., Freemansburg, PA 18017

Council Meeting Minutes

Tuesday March 3, 2026 -7:00 PM

- Pledge of Allegiance
- *Roll Call*

Mayor:	Gerald Yob
Council President:	Homer Lorrah
Council Vice-President:	Jim Smith
Council Members:	Margaret Lorrah, Monica Elliott, Justine Rossi, Beth Zmijewski, Colleen Gallagher
Council Secretary:	Ramona Ruiz
Borough Manager:	Jonathan Itterly
Solicitor:	Anthony Giovannini

Courtesy of the Floor

Finance/Personnel

- Payroll reports for paychecks dated 2/26/26. *Informational.*

- Bills Paid dated 2/12/26 in view of due dates to avoid late fees. *Informational*.

- Tax Collectors Monthly Report for January 2026. *Informational.*

- Remittance Reports from Portnoff Law Associates, Ltd. reflecting collections as follows:
  Week of February 4, 2026 – Sewer $3,541.39; Trash $3,120.97.
  Week of February 11, 2026 – Trash $244.01.
  Week of February 18, 2026 – Trash $324.00.
  Week of February 25, 2026 – Sewer $141.15; Trash $1,018.69. *Informational.*

- Authorization of Application for Payment No. 3, period ending January 16, 2026, prepared by Baseline Contracting, Inc. for the Community Center/Amphitheater Grass Seating Area Design-Build Retaining Wall in the amount of $86,370.75. The Borough's Engineer has reviewed Payment Application #3 and recommended payment. This pay will be funded with grant funds. ***Motion Required.***
  Motion to authorize application for Payment No. 3 to Baseline Contracting, Inc. for the Community Center/Amphitheater Grass Seating Area Design-Build Retaining Wall in the amount of $86,370.75 by J. Rossi, 2nd B. Zmijewski -PASS7-0.

- This topic was on the December 16, 2025 Agenda, where Council approved a motion to install four way stop signs at the intersection of Washington Street and Main Street and Monroe Street and Main Street. Council also authorized the removal and future relocation of the rapid flashing beacons pedestrian crosswalk signs at the above referenced intersections. Council has since requested this topic to be back on the agenda for further discussion. The paragraph and options 1-5 below that Council used to render a decision were on the December 16, 2025 agenda.

  When Main Street was initially designed, the design included rapid flashing beacon pedestrian crosswalk signs on Main Street at Monroe and Washington Streets. After this design was finalized and the sign infrastructure was installed, Council authorized the Borough Engineer to conduct a traffic study to

determine the feasibility of adding stop signs on Main Street where Main Street intersects with Monroe and Washington Streets as a measure to increase vehicular and pedestrian safety. The traffic study prepared by the Engineer justified adding the additional stop signs on Main Street to increase safety, which Council then adopted an ordinance authorizing the stop sign recommendations of the engineer. The Borough engineer was contacted for guidance on the exact placement of the new stop signs due to concerns of the stop signs and the rapid flashing beacon pedestrian crosswalk signs occupying similar space and conflicting each other. After further review, the engineer discovered that PennDOT does not allow an intersection to have both a stop sign and a rapid flashing beacon pedestrian crosswalk sign. Possible Solutions:

1. Keep the rapid flashing beacon pedestrian crosswalk signs on Main Street at Monroe and Washington Streets and repeal Ordinances #2025-003 and #2025-004 that authorized the stop signs at the locations reference above.

2. Keep the rapid flashing beacon pedestrian crosswalk sign on Main Street at Monroe Street, removing the stop sign at this location, and relocate or remove the rapid flashing beacon pedestrian crosswalk sign on Main Street at Washington Street, keeping the stop signs at this location. Ordinance #2025-004 would require amendment to reflect the change.

3. Keep the rapid flashing beacon pedestrian crosswalk sign on Main Street at Washington Street, removing the stop sign at this location, and relocate or remove the rapid flashing beacon pedestrian crosswalk sign on Main Street at Monroe Street, keeping the stop signs at this location. Ordinance #2025-003 would require amendment to reflect the change.

4. Relocate the rapid flashing beacon pedestrian crosswalk signs on Main Street at Monroe and Washington Streets to Main Street at Madison and Market Street, which are mid-block locations, and keep the stop signs as designated in Ordinances #2025-003 and #2025-004.

5. Any other solution determined by Council. No further action taken.

- Motion to adopt **Ordinance #2026-001**, - an Ordinance authorizing a property tax rebate program for Freemansburg Volunteer Fire Company No. 1 members that own property within the Borough subject to Freemansburg Property Taxes and meet the standards set forth within of having an "Active Role Status" for the applicable rebate year. ***Motion Required.***
  Table until further notice.

- Motion to adopt **Ordinance #2026-002**, an Ordinance that declares the Borough's intention to acquire, enter upon, take, use and appropriate private property identified as Northampton County Tax Parcels P7 2 1A 0204 and P7 2 1B 0212 for the public purposes identified therein. ***Motion Required.***
  Motion to adopt Ordinance declaring the Borough's intention to acquire, enter upon, take, use and appropriate private property identified as Northampton County Tax Parcels P7 2 1A 0204 and P7 2 1B 0212 for the public purposes identified therein and change number to #2026-001 by M. Lorrah, 2nd J. Smith - PASS 7-0.

- Approval of the 2/3/2026 Council Meeting Minutes (Minutes to be distributed at meeting). ***Motion Required.***
  Motion to approve Council Meeting Minutes dated 2/3/2026 by M. Lorrah, 2nd J. Rossi -PASS 6-0 (C. Gallagher ABSTAIN).

- Authorization to submit a FY27 Community Project Funding Requests with US Congressman Ryan Mackenzie's office for our Community Park Revitalization Projects. ***Motion Required.***
  Motion to authorize the submittal of an FY27 Community Project Funding Request with US Congressman Ryan Mackenzie's office for our Community Park Revitalization Projects by C. Gallagher, 2nd J. Rossi -PASS 7-0.

- The Borough's new payment processing system is live! The Borough Website will be updated this week to give customers access to the payment gateway links and payment portal. Invoices for Sewer and Sanitation will go out the week of March 8, with a QR code customers can scan to access the portal. ***Informational.***

Community Development

- The Community Center Project is currently out for bid on PennBID. A Non-Mandatory Pre-Bid Meeting will be held at 10:00 AM, Tuesday, March 10, 2026, at the Municipal Building. *Informational.*

- A site meeting is scheduled on Main Street on March 10, 2026 with the contractor (CMS) to inspect and discuss deficiencies that were found with the paving, curbing, and other areas of the project. *Informational.*

Sewer, Sanitation, Streets/Public Works

- February 2026 Public Works Department Monthly Report. *Informational*

- The Public Works Department's John Deere Compact Track Loader is in need of undercarriage maintenance. The machine is currently out of service. Repair estimates will be provided at the meeting. ***Motion Required.***
  Motion to approve the purchase of a John Deere Compact Track Loader for the Public Works Department by J. Smith, 2nd M. Lorrah -PASS 7-0.

- The Sanitation Committee met on February 17, 2026 to discuss changes to the bid specifications for the 2027 Sanitation Bid. Attached is a draft, with changes recommended by the committee, that is currently with the Solicitor for review. The highlighted areas require either updated dates or Solicitor review. *Informational.*

- The Public Works Department is requesting the installation of a hot water system at the Pump House to assist with Lift Station cleaning and maintenance. The pump house currently only has cold water systems installed. The tankless water heater would be powered by the natural gas service already installed in the building. Estimates for the installation of a tankless hot water heater will be distributed the night of the meeting. ***Motion Required.***
  Motion to authorize the purchase and installation of a hot water system at the Pump House by M. Lorrah, 2nd J. Rossi -PASS 7-0.

- The Borough has a multi-site inspection meeting scheduled with a representative from the PA Department of Environmental Protection on Thursday, March 19, 2026 at 10am regarding the Borough's Municipal Separate Storm Sewer System ("MS4") Permit. *Informational.*

Parks & Recreation

- The Valentine's Ice Cream Social on February 14, 2026 went well. The next event is March 14, 2026 for St. Patrick's Day, which will have Crafts, Fitness, and Iris dancing. The event will be hosted at Borough Hall from 10AM to 12PM; all ages are welcome.

- The committee for the United States 250th Anniversary (Semiquincentennial) celebration met on February 13, 2026. The celebration is scheduled for Friday July 3, 2026. The celebration will occur on Main Street, between Washington Street and Monroe Street. Main Street will be closed for the day. We hope to have food truck and other vendors. Lock 44 Inc. is able to provide a liquor license for the event if the Borough is interested in having a beer tent. *Information.*

  Next Meeting date for the July 3rd Committee: March 6th 2026 @6:30am

Police Department, Public Safety & Fire Company

- February 2026 Monthly Police Report (to be distributed at meeting). *Informational*

- The Police Department has provided a conditional offer of employment to part-time candidate Christoper Molchan. Christopher has prior law enforcement experience and has passed all background and pre-employment screenings. Authorization if being requested from Council to start Officer Molhcan at the tier 3 part-time rate. The Freemansburg Police Union has submitted a letter of support for this request. ***Motion* Required.**
  Motion to authorize starting Officer Molhcan at tier 3 part time rate upon hire by J. Rossi, 2nd M. Lorrah - PASS 7-0.

- December 2025 and January 2026 Monthly Fire Reports (to be distributed at meeting). *Informational*

- Assistant Fire Chief Jayden Caraballo is currently serving as interim Chief. The treasurer's report will be delayed a month during this transition. *Informational.*

- Letter from the Freemansburg Fire Company #1. *Informational*

- Authorization required to adopt the updated Emergency Operations Plan for the Borough, which was prepared by EMC Jon Rossi. ***Motion required.***
  Motion to adopt the updated Emergency Operations Plan for the Borough, prepared by EMC Jon Rossi by J. Smith, 2nd M. Lorrah -PASS 7-0.

- G-402 - Incident Command System (ICS) Training for Elected Officials is being hosted by Northampton County on March 24, 2026 from 9:00am - 1:00pm at 100 Gracedale Ave. Nazareth, PA 18064. Council Members are welcomed to attend if interested. *Informational*

Mayor, Manager & Council President

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Miscellaneous

- Letter from Congressman Ryan Mackenzie of the United States House of Representatives congratulating the newly elected Borough officials and offering assistance with any federal issue the Borough may have. *Informational.*

Members of Council

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Open Meeting Adjourn: 8:02PM

Executive Session: litigation, property acquisition & personnel matters

Personnel Matter Updates.

Executive Session Start: 8:05PM

Executive Session Adjourn: 8:27PM

Open Meeting Start:

Open Meeting Adjourn:

Approved by Council:_____ Certified:_____

Date Ramona Ruiz, Council Secretary