

Borough of Freemansburg

600 Monroe St., Freemansburg, PA 18017

Council Meeting Minutes

Tuesday January 21, 2025-7:00 PM

➤ Pledge of Allegiance

➤ *Roll Call*

Mayor: Gerald Yob
Council President: Homer Lorrach
Council Vice-President: Jim Smith
Council Members: Charles Derr, Colleen Gallagher-*absent*, Rudolph Gallich-*absent*, Monica Elliott, Margaret Lorrach
Council Secretary: Ramona Ruiz
Borough Manager: Jonathan Itterly
Solicitor: Anthony Giovannini, Esq.

Courtesy of the Floor

Finance/Personnel

- Payroll Reports for paychecks dated 12/12/2024, 12/26/2024 & 1/9/2025. *Informational.*
- Bills paid dated 1/7/2025 in view of due dates to avoid late fees, signed by Council. *Informational.*
- Authorization to pay bills dated 1/21/2025. ***Motion Required.***
Motion to pay bills dated 1/21/2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- Monthly Tax Reports for November 2024, December 2024 and January 2025. *Informational.*
- Collections Summary from Portnoff Law Associates, Ltd. for Municipal Claims and Real Estate Taxes from the past 7 years along with a detailed email of those collections. *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. for sewer fees (\$3,379.10) & (\$64.08), trash fees (\$2,507.65) & (\$511.68) and real estate taxes (\$794.36). *Informational.*
- Authorize acceptance of 2023 Municipal Annual Audit and Financial Report. ***Motion Required.***
Motion to accept 2023 Municipal Annual Audit and Financial Report by M. Lorrach, 2nd J. Smith -PASS 5-0.
- 2024 Grow NORCO Grant Award letter announcing approval for funding in the amount of \$10,000.00 for the Community Amphitheater Additional Seating Project. *Informational.*
- Express Times Public Notice of the 2025 Council Meeting Schedule. *Informational.*
- **Resolution #2025-001.** (a Resolution reappointing Borough Solicitor James Preston of Broughal & DeVito for 2025). ***Motion Required.***
Motion to authorize Resolution #2025-001 reappointing Solicitor James Preston of Broughal & DeVito for 2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.

- **Resolution #2025-002.** *(a Resolution reappointing Borough Engineer Justin M. Coyle, Carroll Engineering for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-002 reappointing Borough Engineer Justin M. Coyle, Carroll Engineering for 2025 by J. Smith, 2nd M. Lorrach -PASS 5-0.
- **Resolution #2025-003.** *(a Resolution reappointing Sewage Enforcement Officer, Thomas Knoll for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-003 reappointing Sewage Enforcement Officer Thomas Knoll for 2025 by J. Smith, 2nd M. Lorrach -PASS 5-0.
- **Resolution #2025-004.** *(a Resolution reappointing Independent Auditors, France, Anderson & Basile, for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-004 reappointing Independent Auditors, France, Anderson & Basile, for 2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- **Resolution #2025-005.** *(a Resolution reappointing delegates to the Northampton County Tax Collection Committee for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-005 reappointing delegates to the Northampton County Tax Collection Committee for 2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- **Resolution # 2025-006.** *(a Resolution appointing Chief Administrative Officer of the Police and Non-Uniformed Pension Plans).* **Motion Required.**
Motion to authorize Resolution #2025-006 appointing Chief Administrative Officer of the Police and Non-Uniformed Pension Plans by M. Elliott, 2nd M. Lorrach -PASS 5-0.
- **Resolution # 2025-007.** *(a Resolution reappointing Zoning Hearing Board Solicitor Michael Shay of Shay, Santee, & Kelhart for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-007 reappointing Zoning Hearing Board Solicitor Michael Shay of Shay, Santee, & Kelhart for 2025 by C. Derr, 2nd M. Lorrach -PASS 5-0.
- **Resolution #2025-008.** *(a Resolution reappointing Council Vacancy Board member David Zmijewski).* **Motion Required.**
Motion to authorize Resolution #2025-008 reappointing Council Vacancy Board member David Zmijewski by M. Lorrach, 2nd M. Elliott -PASS 4-1 (NO -C. Derr).
- **Resolution #2025-009.** *(a Resolution reappointing the Building Code Board of Appeals).* **Motion Required.**
Motion to authorize Resolution #2025-008 reappointing the Building Code Board of Appeals by J. Smith, 2nd M. Lorrach -PASS 5-0.
- **Resolution #2025-010.** *(a Resolution reappointing Fire Marshall Christopher Snyder for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-010 reappointing Fire Marshall Christopher Snyder for 2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.

- **Resolution #2025-011.** *(a Resolution reappointing KeyCodes Inspection Agency. Zoning/UCC/Inspections for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-011 reappointing KeyCodes Inspection Agency. Zoning/UCC/Inspections for 2025 by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- **Resolution #2025-012.** *(a Resolution re-appointing Borough Secretary/Asst. Secretary and Borough Treasurer/Asst. Treasurer for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-012 re-appointing Borough Secretary/Asst. Secretary and Borough Treasurer/Asst. Treasurer for 2025 by M. Elliott, 2nd M. Lorrach -PASS 5-0.
- **Resolution #2025-013.** *(a Resolution re-appointing members to the Planning Commission for 2025).* **Motion Required.**
Motion to authorize Resolution #2025-013 re-appointing members to the Planning Commission for 2025 by M. Lorrach, 2nd J. Smith -PASS 5-0.
- **Resolution #2025-014.** *(an Resolution outlining the Intermunicipal Agreement between Borough of Freemansburg and 1600 Freemansburg Associates, LLC.).* **Motion Required.**
Motion to authorize Resolution #2025-14 which outlines the Intermunicipal Agreement between Borough of Freemansburg and 1600 Freemansburg Associates, LLC. by M. Lorrach, 2nd J. Smith –PASS 5-0.
- **Ordinance #2025-001.** *(an Ordinance prohibiting the operation of any vehicle in excess of 10 tons upon Cambria St. from Market St. to Washington/Pembroke St.).* **Motion Required.**
Motion to authorize Ordinance #2025-001 which prohibits the operation of any vehicle in excess of 10 tons upon Cambria St. from Market St. to Washington/Pembroke Rd. by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- Authorization to advertise **Ordinance #2025-002.** *(an Ordinance fixing Council members and Mayor's yearly salary).* **Motion Required.**
Motion to authorize the advertisement of Ordinance #2025-002 fixing Council members and Mayor's yearly salary by M. Lorrach, 2nd J. Smith -PASS 5-0.
- **Council Meeting Minutes: 12/17/2024** *(absent Colleen Gallagher).* **Motion Required**
Motion to authorize Council Meeting Minutes dated 12/17/2024 without additions or corrections by M. Lorrach, 2nd M. Elliott -PASS 5-0.

Community Development, Public Safety & Fire Company

- Authorization to remove Handicap Parking Sign for property address 439 New Street – Kim Boysky due non-compliance of renewal requirements for 2024. Correspondence Log enclosed. **Motion Required.**
Motion to authorize removal of HC Parking Sign from address 439 New Street – Kim Boysky due non-compliance of renewal requirements for 2024 by M. Lorrach, 2nd M. Elliott -PASS 5-0.
- Review email from resident Brandon Miller of 357 Clearfield St. regarding the need for a stop sign on Clearfield between the light at Pembroke and Kossuth St and also the need for a crosswalk from the residential area to Gerald Yob Park. **Informational.**

- Review Fire Company's Call Run Report for December 2024. *Informational.*

Sewer, Sanitation, Streets/Public Works

- Review Public Works December Report. *Informational.*
- Review Public Works 2024 Summary. *Informational.*
- Review Whitetail Disposal's Service Overview for December 2024. *Informational.*

Parks & Recreation

- Review email from Barb Dziura notifying the Borough of her decision to step back from organizing and planning events. *Informational.*

Police Department

- Review Monthly Police Report for December 2024 (to be distributed at meeting). *Informational*

Mayor, Manager & Council President

Miscellaneous

Open Meeting Adjourn: 7:33PM

Executive Session: litigation, property acquisition & personnel matters

Executive Session Start: 7:37PM, Adjourn: 8:36PM

Open Meeting Start: 8:36PM, Adjourn: 8:52PM

Motion to require Lisa Mack to use an email signature that includes her title of CFO by M. Lorrah, 2nd J. Smith -PASS 5-0.

Motion to assist Fire Department with 50% of cost of new garage door by M. Lorrah, 2nd J. Smith -PASS 4-1 (Abstain M. Elliott).

Respectfully Submitted by: _____
Ramona Ruiz, Council Secretary

Approved by Council: _____ Date _____ Certified: _____
Ramona Ruiz, Council Secretary