

## **REGULAR MEETING OF LAUREL RUN BOROUGH COUNCIL – DECEMBER 17, 2024**

### **ROLL CALL**

John Mosley	P
Darryl Danko	A
Shandra Kisailus	P
Mayor Justin Correll	P

The meeting was called to order by Council President Shandra Kisailus with The Pledge to The Flag, followed by a moment of silence. Roll was taken at 7:01 p.m. Shandra noted to the public that the Borough Manager was not in attendance and that Mayor Justin Correll will record the official minutes for the December Meeting.

**CITIZENS TO BE HEARD:** There were no citizens to be heard

**MINUTES:** A motion to accept the minutes from the November regular meeting was made by John Mosley, seconded by Shandra Kisailus.

**TREASURER'S REPORT:** A motion to accept the Treasurer's Report for the months of December was made by John Mosley, seconded by Shandra Kisailus.

**TAX COLLECTOR'S REPORT:** A motion to accept the Tax Collectors Report for the month of December in the amount of \$549.14 was made by John Mosley, seconded by Shandra Kisailus. Motion carried.

**RECEIPTS:** A motion to accept the receipts from November 20, 2014 to December 17, 2024 and authorize their deposit in the appropriate accounts was made by John Mosley, seconded by Shandra Kisailus.

**EXPENSES:** A motion to approve the payment of the expenses from November 20, 2014 to December 17, 2024 was made by John Mosley, seconded by Shandra Kisailus.

**FIRE DEPARTMENT REPORT:** An updated written report was provided by the fire department to include 10 total calls/assists in October and currently there are 14 calls/assists for November/December. A motion to accept the report from December 2024 was made by John Mosley, seconded by Shandra Kisailus.

### **ROADS AND STREETS:**

- As requested by Shanrda Kisailus a detailed map of all borough-owned roads was provided to council Rock. Council approved the maps to be displayed at the borough building for residents to review the map during normally scheduled meeting hours or be requested.

- Council posed a question regarding the stopping point of plowing on Ridge Road - according to the road survey and an 1065 Ordinance the ownership goes beyond the Decker property.
- No update on the Drain Tec cleaning Parrish Road drain was provided by the Road and Street Committee
- Joe Tavaglione and the Roads and Streets Committee are still trying to safely install the stop sign for Parrish Road – it is all rock. Council discussed how it can be done –as of the meeting there has been no update on the street sign for Ridge Road.
- The current lead of the church inquired about the plowing of the church lot - council approved the borough's DPW to continue to plow the lot if the state subcontractor does not. Council noted that is a past practice as the lot is used by the borough for staging vehicles and additional parking for events.
- Some of the needed documents were obtained for the Pole Barn Grant monies – there are still two needed.
- DPW worker J.T. submitted her yearly timesheet. Council approved her request of holding payment until December each year. They agreed however, requested that she submit monthly timesheets to the council/borough manager to record her work throughout the year.

A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **BUILDING AND GROUNDS:**

- John Mosley said septic tank cleaning was canceled and was needing to be rescheduled. He is currently waiting on the scheduling department to call to reschedule. He will coordinate with DPW to have someone on site for the cleaning when it is rescheduled.
- A motion to accept the report was made by Shandra Kisailus, seconded by John Mosley.

#### **PLANNING AND ZONING REPORT:**

- Council requested that the Planning and Zoning Officer attend the meeting. However, he did not.
  - Council will entertain a discussion for potential replacement of the Planning and Zoning Officer in the new calendar year.
  - There was no written report provided to cancel as requested at the November meeting.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

**ENGINEER'S REPORT:** An updated written report was provided by Rock. He was in attendance and the report was reviewed by the governing body. .

**RECREATION REPORT:** There was no representative present from the recreation board- no report.

#### **MAYOR'S REPORT:**

- Justin Correll provided an update on the new website - which has been a struggle to gather information and proceed with its development. He is hoping to meet with Amanda Hoprich in January to publish the website as is.

- The Mayor stated he was potentially going to seek input from residents for what types of information they are looking for or have access to on the newly designed website.
- The Mayor provided his annual Holiday message to the governing body, staff and residents of the Borough in attendance.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **SOLICITOR'S REPORT:**

- There is no update to the request for Mr. Rother's claim for reimbursement for plowing at the November meeting. His attorney has not contacted Steve Menn to date.
- Steve Menn wished those in attendance a happy holiday season and looks forward to continuing in 2025 assisting the borough with their needs.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **CORRESPONDENCE:**

- Dale Hughes- LRB Crime Watch Director (volunteer) provided a written statement to the governing body of LRB. Council President Shandra Kisailus read the letter to the public at the meeting. In the letter Dale stated that due to personal health matters he will be unable to continue in his position as the LRB Crime Watch Director in 2025. He mentioned that it was an honor to serve the borough for more than 20 years in this position. He provided the council with his replacement's information- Jason and Christine Hardy of Laurel Run Estates.
- Council publicly thanked Dale Hughes for his commitment to the safety of the residents of Laurel Run Borough.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **OLD BUSINESS:**

- There was no update provided regarding the Pole Barn grant monies
- LSA Grant Application update- all documents were submitted as required.
- CDBG Application Update- the borough failed to obtain the grant for the upcoming year due to the lack of completed surveys. The council decided to refile in 2025 for the CDGB Grant once Shandra speaks to the new county director of the CDGB grants.
- Add Fire Department Feasibility Study to the January Agenda for further discussions.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **NEW BUSINESS:**

- DPW Worker J.T. updated council that there will be a claim on the Fire Departments insurance due to an accident that occurred on 12/15/2024 with his personal vehicle as he responded to the fire call. The claim will result in a possible \$500 claim payment. As the accident occurred on the way to a fire, he was under the insurance policy as it was part of his duties as an active member of the Laurel Run Borough fire department.

- Council President Shandra Kisailus and Mayor Justin Correll share respect for Borough Manager Cathy Pockevich in her absence from the meeting due to the death of her brother earlier in the day.
- A motion to accept the report was made by John Mosley, seconded by Shandra Kisailus.

#### **FINANCE REPORT:**

Council President Shandra Kisailus entertained the second reading of the proposed 2025 Budget.

- Total anticipated Revenue Scores for 2025 Calendar Year: \$195,925.00
- Total anticipated Expenditures for 2025 Calendar Year: \$195,925.00
- Net Surplus/Deficit for 2025 Calendar Year: \$0.00
- A motion to accept the 2nd reading for the proposed 2025 Budget was made by John Mosley, seconded by Shandra Kisailus.

Council President Shandra Kisailus entertained the final reading of the proposed 2025 Budget.

- Total anticipated Revenue Scores for 2025 Calendar Year: \$195,925.00
- Total anticipated Expenditures for 2025 Calendar Year: \$195,925.00
- Net Surplus/Deficit for 2025 Calendar Year: \$0.00
- A motion to accept the final reading for the proposed 2025 Budget was made by John Mosley, seconded by Shandra Kisailus.

A motion to adopt the 2025 Laurel Run Borough Operating Budget was made by John Mosley, seconded by Shandra Kisailus.

#### **ADJOURNMENT:**

A motion for adjournment was made by John Mosley, seconded by Shandra Kisailus.

Respectfully submitted,

Justin Correll  
Laurel Run Borough Mayor

*(Cathy Pockevich, Borough Manager was absent)*