

**THORNBURG BOROUGH COUNCIL  
REGULAR MEETING  
MINUTES OF JANUARY 3, 2023**

**Meeting Time:** The meeting was called to order at 7:00 PM.

**Location:** Thornburg Community Center, auditorium

**Attendance:** Council President Sigo Falk (2025) was present. Council members Vinnie Coppola (2025), Mary Ditmore (2023), Zane Long (2023), Sam Runyon (2023), and Tony Szmul (2025) were present. Also present were Mayor Tom Mackin (2025), Solicitor Emily Mueller, and Secretary/Treasurer Dorothy Falk.

**Regrets:** Council member Lauren Catanzarite (2025)

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**Pledge of Allegiance was recited.**

**READING OF THE MINUTES:**

Mr. Runyon made a motion to dispense with reading the Minutes of December 7, 2022 and December 22, 2022. Mr. Long seconded the motion, and it was unanimously approved.

Mr. Runyon made a motion to accept the Minutes of December 7, 2022 as presented. Mr. Long seconded the motion, and it was unanimously approved.

Mr. Coppola made a motion to accept the Minutes of December 22, 2022 as presented. Mr. Szmul seconded the motion and it was unanimously approved.

**APOINTMENTS:**

Mr. Coppola made a motion that Tom Mackin, Jr. and Stuart Irwin (alternate) be reappointed to the Zoning Hearing Board. Ms. Ditmore seconded the motion, and it was unanimously approved.

**PUBLIC FORUM:**

None.

**SOLICITOR'S REPORT:**

TDA contract for window replacement and Resolution authorizing the contract: Solicitor Mueller reported that the contract with The Design Alliance for the window replacement project has been rewritten to incorporate her suggestions. Mr. Runyon made a motion that Council pass a resolution to enter into the agreement with TDA for architectural services for the window replacement project and authorize the proper borough officials to execute the contract. The motion was seconded by Mr. Szmul and passed unanimously.

Ordinances regulating alarms – A discussion was held about regulations dealing with false alarms. A draft will be circulated to Council for future consideration.

Solicitor Emily Mueller was excused from the meeting.

**ENGINEER'S REPORT:**

None.

**MAYOR'S REPORT:**

Mayor Mackin gave the police report for December. There were six alarms (all false), one animal call, one fire department dispatch for CO alarm activation (false), one medical call with transport, one traffic complaint, and one 302 warrant with transport.

**TREASURER'S REPORT:**

Ms. Falk presented council with a list of deposits made since the December meeting as well as a balance sheet and P&L report.

Disbursements: Ms. Falk presented the list of disbursements for January. A discussion followed. Mr. Szmul made a motion that Council approve the disbursements as presented. Mr. Runyon seconded the motion. It was unanimously approved.

Resolution establishing PMRS retirement contribution for 2023: A discussion was held regarding the borough's retirement contribution rate for 2023. Mr. Szmul made a motion that Council establish the retirement contribution rate for 2023 at 10%. Mr. Long seconded the motion. It was unanimously approved.

COVID-19 ARPA Small Water & Sewer grant update – Ms. Falk reported that the application for the ARPA Small Water & Sewer grant was submitted. The estimated cost of the project is \$304,899, with a grant request of \$259,164 and a borough match of \$45,735. It is not known when the grants will be awarded.

**COMMITTEES:**

Council dispensed with standing committees and will establish them as needed. A discussion was held. Council established a Human Resources committee to develop an employee handbook. Initial members are Mr. Runyon, Mr. Long, and Mayor Mackin.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

None.

**ADJOURNMENT:**

Mr. Long made a motion that the meeting be adjourned at 7:30 PM, which was seconded by Ms. Ditmore. The motion carried.