

**THORNBURG BOROUGH COUNCIL  
REGULAR MEETING  
MINUTES OF OCTOBER 2, 2023**

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

**Location:** Hamilton Road Park, Pace Pavilion

**Attendance:** Council President Sigo Falk (2025) was present. Council members Lauren Catanzarite (2025), 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 from GRB, and Secretary/Treasurer Dorothy Falk.

**Regrets:** None

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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 September 5, 2023. Ms. Catanzarite seconded the motion, and it was unanimously approved.

Mr. Szmul made a motion to accept the Minutes of September 5, 2023 as presented. Mr. Long seconded the motion, and it was unanimously approved.

**PUBLIC FORUM:**

Residents Zac Kamnikar (Hamilton) and Mike Jameson (Cornell) were present to observe.

Resident Elizabeth Wright (Yale) reported that two large tree limbs fell on her parked car causing significant damage. She requested that the Borough look at other potentially dangerous trees on Stanford and Princeton to prevent further damage or injury. A discussion followed. Other potentially dead or dangerous trees were identified. Mayor Mackin will discuss with Public Works Director Rob Murphy.

**SOLICITOR'S REPORT:**

Solicitor Emily Mueller reported that she will be assisting Ms. Falk in getting Holt Marketing Group to transfer the website domain registration to the new website host CourseVector.

Mayor Mackin asked about regulating solicitation requests. Solicitor Mueller will look at the Borough ordinance. The Borough can compile a No Solicitation list which solicitors must honor.

**ENGINEER'S REPORT:**

No report.

**MAYOR'S REPORT:**

Mayor Mackin read the police reports. In August, there were two alarms (false), two animal complaints, one medical call with transport, and one suspicious person. Nightly checks were being

done at the park. In September, there were three alarms (false), one noise complaint, one disturbance in the Conservation Park parking lot, four traffic citations, and two complaints of school buses speeding.

A discussion was held regarding allowing a local Girl Scout troop to sell cookies at the Community Club's Election Day bake sale.

### **TREASURER'S REPORT:**

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

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

Draft 2024 budget – Ms. Falk presented Draft A of the 2024 budget. A discussion followed. Ms. Falk will update the draft with the suggested changes for continued discussion at the November meeting.

A discussion was held on COG (Council of Governments) membership. Ms. Falk will get membership information for discussion at the November meeting.

### **COMMITTEES:**

#### Construction Projects

*Electric project:* President Falk reported that the electric work has been mostly completed. The retainage (\$14,169) will be due when the punch list has been cleared.

*Storm sewer project:* The contractor should begin next week. A discussion was held on the disintegrating concrete slabs behind the building. No action will be taken at this time.

*Window replacement:* A mandatory pre-bid meeting will be held on October 10, with bids to be opened on October 24. Results will be presented for Council consideration at the November meeting. The PA Historic and Museum Commission has approved the window design.

*Mechanicals:* Nothing new to report.

*Hamilton Road Sidewalk:* PennDOT rep and Borough resident Zac Kamnikar will oversee the project and grant. The grant award is \$152k, with a Borough match of \$58,600. A kickoff meeting with NIRA, PennDOT, and the Borough will be scheduled in the near future. The plan is to get the grant agreement executed by the end of the year and bid it in spring/summer 2024.

#### Human Resources

*Employee manual:* Mr. Long made minor edits to the draft manual. Ms. Falk offered to format the document for consistency. An updated version will be circulated.

#### Traffic Calming

Mr. Runyon reported that Crafton Police vehicles have new cameras that can scan license plates to confirm registration status and violators can be cited.

Mr. Runyon reported that the Crafton radar speed sign is still in place and has new batteries. Mayor Mackin will call them to timing and relocation. Mayor Mackin and Mr. Runyon met with Chief Sumpter to discuss monitoring the stop sign at Eton and Tech. Ms. Falk will check the ordinances for authorized stop sign locations.

**OLD BUSINESS:**

*Thornburg Bridge construction:* Mr. Kamnikar reported that a thirty-day test period will begin soon for the new traffic signals on Steuben Street.

**NEW BUSINESS:**

*Financial reports:* Mr. Runyon requested that prior year financials be included on the monthly balance sheet.

*Bikes in park:* Mayor Mackin reported that kids are leaving bikes and scooters lying around in the park, which interferes with public works maintenance activities. Ms. Catanzarite will request a notice/reminder be included in the weekly TCC email blast.

*Adult swim at Montour High School:* Mr. Szmul shared that resident Darrell Young, who serves on the Montour School Board, wanted Council to know that adult swim is available at Montour High School.

*Notary services:* Mr. Szmul reported that his notary license was expiring. A discussion followed. Council will reimburse Mr. Szmul for the license fee as his notary services are a benefit to the Borough and to Council.

**ADJOURNMENT:**

Mr. Szmul made a motion that the meeting be adjourned at 8:15PM, which was seconded by Ms. Catanzarite. The motion carried.