**BOROUGH OF INGRAM**
**REGULAR COUNCIL MEETING**
**January 2, 2024**

The January 2, 2024 Regular Meeting of Ingram Borough Council was called to order by Council President Richard Nucci at 6:15 p.m. in the Ingram Borough Municipal Building. The Pledge of Allegiance was led by Mr. Fiset.

Members Present:
Richard Nucci – President
Karen Dixon – Vice President
Jerry Ellis
Denise Embrey
Peter Fiset
Sue Radzanowski
Samantha Wilfert

Also Present were:
Robert Garvin – Solicitor
Bryan Flaugh – Engineer
Debbie Stecko – Secretary / Treasurer
Sharon Stetz - Mayor

**REQUESTS FROM CITIZENS**

There were no requests from Citizens.

**ENGINEER'S REPORT –** Bryan Flaugh

Mr. Flaugh stated he will be revising the bid documents in regard to the CDBG Handicapped ramp project. He will follow up with PennDOT regarding the Multi-Modal grant.

**POLICE REPORT** – Jack Doherty

Due to the absence of Chief Doherty, no report was given.

**PUBLIC WORKS FOREMAN'S REPORT –** Steve Palmer

Due to the absence of Mr. Palmer, no report was given.

**APPROVAL OF MINUTES**

A MOTION was made by Mr. Fiset; seconded by Ms. Dixon; to approve the minutes of the December 11, 2023 Council Meeting. The Motion was unanimously passed.

**COMMITTEE REPORTS**

BUILDING & ZONING / CODE ENFORCEMENT

A MOTION was made by Mr. Fiset; seconded by Ms. Dixon; to adopt the Ordinance No. 1 of 2024 adopting the 2018 edition of the International Property Maintenance Code. The MOTION carried unanimously.

GENERAL GOVERNMENT

There was no report.

HIGHWAYS, HEALTH & SANITATION – Karen Dixon

A MOTION was made by Ms. Dixon; seconded by Mr. Fiset; to authorize an expenditure to Soli Construction for storm sewer separation work in the amount of $149,795.00 as per the Engineer's letter of December 20, 2023.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

PARKS & RECREATION - Samantha Wilfert

Mrs. Wilfert had no report.

FINANCE – Sue Radzanowski

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Fiset; to ratify the payment of the December 14, 2023 payroll in the amount of $28,552.81 and the December 28, 2023 payroll in the amount of $26,723.74.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

FINANCE – Sue Radzanowski

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Fiset; to ratify the payment of expenses on December 12, 2023 as follows: General Fund - $32,611.53 and Payroll Fund - $2,181.81.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Fiset; to ratify the payment of expenses on December 26, 2023 as follows: General Fund - $12,287.22; Recreation Fund - $129.37; Sanitary Sewer Fund - $158,937.11; Payroll Fund - $2040.54; and Liquid Fuels Fund - $3,695.73.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Fiset; to exonerate the Borough Real Estate Tax Collector from further collection of 2023 Real Estate Tax for the Borough. This exoneration does not apply to their collection of delinquent Real Estate Taxes.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Fiset; to adopt Resolution No. 1 of 2024 establishing the contribution rate for the members of the Ingram Police Pension Plan for the 2024 calendar year at 5%.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

POLICE & FIRE – Peter Fiset

Mr. Fiset reported that there were 3 fire calls for the period of December 6, 2023 to December 31, 2023.

A MOTION was made by Mr. Fiset; seconded by Mrs. Radzanowski; to ratify the phone vote of December 20, 2023 to purchase an electronic speed sign from Traffic Logix Corp. in the amount of $3528.00.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

A MOTION was made by Mr. Fiset; seconded by Mrs. Radzanowski; to accept the quote from DEP Computers in the amount of $6,540.75 for new laptops and printers for the Police vehicles.

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| ROLL CALL: | Ms. Dixon | Yes | Mr. Nucci | Yes |
| | Mr. Ellis | Yes | Mrs. Radzanowski | Yes |
| | Ms. Embrey | Yes | Mrs. Wilfert | Yes |
| | Mr. Fiset | Yes | | |

The MOTION carried unanimously.

**MAYOR'S REPORT –** Sharon Stetz

Mayor Stetz reported that the Police Department answered 130 calls for the month of December 2023. Due to the early date of the Council Meeting, no check was received from the Magistrate. It will arrive later in the month.

**SECRETARY'S REPORT –** Debbie Stecko

Mrs. Stecko informed Council that prior to the Council Meeting she distributed the State Financial Interest Statements and that they are due in the Secretary's Office by May 1, 2024.

**SOLICITOR'S REPORT -** Robert Garvin

Mr. Garvin reported that he is continuing work on the Handicapped ramp project and that he introduced a new associate to his firm; Tricia Henning.

**PRESIDENT'S REPORT –** Richard Nucci

Mr. Nucci reported that there are openings on the Planning Commission, Zoning Hearing Board, Civil Service Commission and Recreation Board. Denise Embrey will be resigning from the Recreation Board.

**OLD BUSINESS**

There was no Old Business discussed.

**NEW BUSINESS**

Mrs. Wilfert spoke about the Annual Easter Egg Hunt. It was decided that the event will be set for March 23, 2024 with a rain date of March 30, 2024.

Mr. Nucci stated the Spring Conference will be held on April 4 – 7 at Seven Springs. He will be contacting Council regarding their reservations.

**PUBLIC COMMENT**

There was no public comment.

**MOTION TO ADJOURN**

A MOTION was made by Ms. Dixon; seconded by Mrs. Wilfert; to adjourn the Council Meeting. The MOTION unanimously passed. The Council meeting was adjourned at 6:30 p.m.

Respectfully Submitted,

Deborah A. Stecko, Secretary