BOROUGH OF INGRAM

REGULAR COUNCIL MEETING

July 14, 2025

The July 14, 2025 Regular Council Meeting of Ingram Borough was brought to order by Council Vice President Karen Dixon at 6:30 p.m. in the Ingram Municipal Building.

Members Present:	Also Present Were:
Karen Dixon – Vice President	Robert Garvin – Solicitor
Jerry Ellis	Bryan Flaugh – Engineer
Denise Embrey	Sharon Stetz – Mayor
Sue Radzanowski	Connie Klauck – Secretary

REQUESTS FROM CITIZENS

Austin Nicholls, 2668 Center Street, attended the Council meeting to make all aware of a Nuisance property at 2664 Center Street. The house is owned by an LLC and is renting monthly. There is a constant change of tenants. Mr. Nicholls complained about loud music, garbage all around, disruptive behavior and illegally parking in his driveway. Ms. Dixon told him to call 911 when an issue arises and they on duty officer will be able to help him.

Bethany Paul, 86 Schley Avenue, is a member of the Ing-RUN 5K committee. She attended to ask members of Council to volunteer to sit in a dunk tank they got for after the race on Saturday August 2, 2025. The tank will be operating from 8:30 – 10:30 a.m. Ms. Dixon suggested to ask Chief Doherty or one of the other Ingram Police Officers.

Bailey Sinicrope, 2 Valois Avenue, asked Council to reconsider allowing leashed dogs in Foster Park. She stated that it would make for a more accessible and inclusive community and that it would help with Community connection. She also suggested that the unused batting cage area could be transformed into a dog park. Ms. Dixon assured her that Mrs. Wilfert, Parks and Recreation Committee chair, will be informed of her concerns / suggestions.

Michael DuBois, 2 Valois Avenue, expressed his concerns about the basketball courts at Foster Park being removed. He feels that the decision to close the courts was short sighted and not backed up by logic. He said that there isn't any evidence that removing basketball courts makes violence in an area go down but hurts the members of the community, especially the children.

ENGINEER'S REPORT

A Pre-Construction meeting was held on June 24, 2025 for the Ingram Avenue Improvements Project. The plan is to have the project completed this year and that the new traffic signals will not be installed until 2026, due to the lead time on the orders. Gateway Engineers is working to finalize a few additional items for PennDOT to review.

POLICE REPORT – Jack Doherty

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

PUBLIC WORKS FOREMAN – Steve Palmer

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

APPROVAL OF MINUTES

A MOTION was made by Mr. Ellis; seconded by Ms. Embrey; to approve the minutes of the June 9, 2025 Regular Council Meeting. The Motion carried unanimously.

COMMITTEE REPORTS

General Government – Denise Embrey

A MOTION was made by Ms. Embrey; seconded by Mr. Ellis; to accept the quote from MRM for Property & Liability Insurance in the amount of $33,323.00. The policy runs 8/1/2025 – 8/1/2026.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

Police & Fire – Jerry Ellis

Mr. Ellis reported that there were 4 Fire Calls in the month of June 2025.

Highways, Health & Sanitation – Karen Dixon

Sue Radzanowski, member of the HHS Committee, covered this report due to Ms. Dixon running the Council Meeting.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Ellis; to authorize an expenditure in the amount of $700.00 to Sarasnick's Hardware for the purchase of a Stihl backpack blower for Public Works.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Ellis; to authorize an expenditure in the amount of $600.00 to Sarasnick's Hardware for the purchase of a Stihl HL 94 power hedge trimmer / power scythe for Public Works.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Ellis; to authorize an expenditure, not to exceed $650.00, to Sami's Screen House for the purchase of 30 new pocketed t-shirts with Ingram Logo and name for the Public Works crew.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Mr. Ellis; to authorize and expenditure, not to exceed $2400.00, for the purchase and service call / installation of two new rear Backhoe tires.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

PARKS & RECREATION – Samantha Wilfert

Due to the absence of Mrs. Wilfert, Ms. Embrey, member of the Parks & Recreation Committee, gave the report.

A MOTION was made by Ms. Embrey; seconded by Mr. Ellis; to enter into a 2-year contract with Pyrotechnico Inc. for the Ingram Day firework display and approve an expenditure in the amount of $8,800.00 per year.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Ms. Embrey; seconded by Mr. Ellis; to authorize an expenditure to Bear Playgrounds, in the amount of $5,000.00, for the purchase and delivery of 200 cubic yards for playground mulch for Foster Park.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

FINANCE – Sue Radzanowski

A MOTION was made by Mrs. Radzanowski; seconded by Ms. Embrey; to ratify the payment of the June 12, 2025 payroll in the amount of $30,139.51, the June 26, 2025 payroll in the amount of $28,282.46 and the July 10, 2025 payroll in the amount of $32,210.90.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Ms. Embrey; to ratify the payment of expenses of June 10, 2025 as follows: General Fund - $49,070.62; Recreation Fund - $163.35; Payroll Fund - $2,807.21.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Ms. Embrey; to ratify the payment of expenses of June 23, 2025 as follows: General Fund - $12,339.38; Sewer Fund - $6,745.65; Payroll Fund - $2,339.45; Liquid Fuels Tax Fund - $3,717.37.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Ms. Embrey; to ratify the payment of expenses of July 7, 2025 as follows: General Fund - $28,405.84; Recreation Fund - $225.12; Payroll Fund - $2,713.54.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

A MOTION was made by Mrs. Radzanowski; seconded by Ms. Embrey; to pay the expenses of July 10, 2025 as follows: General Fund - $23,834.16; Recreation Fund - $218.92; Sewer Fund - $5,178.07; Liquid Fuels Tax Fund - $3,621.83.

ROLL CALL:	Ms. Dixon	Yes	Ms. Embrey	Yes
	Mr. Ellis	Yes	Mrs. Radzanowski	Yes

The MOTION carried unanimously.

BUILDING & ZONING / CODE ENFORCEMENT – Peter Fiset

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

MAYOR'S REPORT - Sharon Stetz

Mayor Stetz reported that the Police Department answered 188 calls for the month of June 2025 and that the total amount collected from the Magistrate's Office was $595.55.

SECRETARY'S REPORT – Connie Klauck

Ms. Klauck had no report.

SOLICITOR'S REPORT – Robert Garvin

Solicitor Garvin reported that in the beginning of July he received a Court Order authorizing the demolition of 16 Charlton Street. Char-West COG will bid out the contract for demolition before the end of 2025.

PRESIDENT'S REPORT – Richard Nucci

Due to the absence of President Nucci, no report was given.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

PUBLIC COMMENT

Mr. DuBois, 2 Valois Avenue, commented on the rental issues on Center Street. Ms. Dixon assured all in attendance that the issues will be addressed and that Ingram Borough has a Rental Property Registration that is not being followed.

MOTION TO ADJOURN

A MOTION was made by Mr. Ellis; seconded by Ms. Embrey; to adjourn the Council Meeting. The Motion carried unanimously. The Regular Council Meeting was adjourned at 7:07 p.m.

Respectfully Submitted,

Connie Klauck, Secretary