**BOROUGH OF INGRAM**

**REGULAR COUNCIL MEETING**

**August 11, 2025**

The August 11, 2025 Regular Council Meeting of Ingram Borough was brought to order by Council President Richard Nucci at 6:30 p.m. in the Ingram Municipal Building.

| Members Present: | Also Present Were: |
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| Richard Nucci – President | Tricia Henning – Solicitor |
| Karen Dixon – Vice President | Bryan Flaugh – Engineer |
| Jerry Ellis | Sharon Stetz – Mayor |
| Denise Embrey | Connie Klauck – Secretary |
| Peter Fiset | |
| Sue Radzanowski | |
| Samantha Wilfert | |

**REQUESTS FROM CITIZENS**

There were none.

**ENGINEER'S REPORT –** Bryan Flaugh

Mr. Flaugh reported that he is finishing up the additional documents that were required by PennDOT for the Ingram Avenue Improvement Project. Once the remaining Utility Clearance verification and Right to Enter agreements are received the project work will begin.

**POLICE REPORT –** Jack Doherty

Due to the 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. Fiset; seconded by Mr. Ellis; to approve the minutes of the July 14, 2025 Regular Council Meeting. The Motion carried unanimously.

**COMMITTEE REPORTS**

GENERAL GOVERNMENT– Denise Embrey

Ms. Embrey reported that she is working with the Police Department and Public Works on finding the best solution for the speeding and number of cars cutting through the Municipal Building parking lot. Their utmost concern is the safety of the Ingram citizens.

A MOTION was made by Ms. Embrey; seconded by Ms. Dixon; to ratify the phone vote of July 22, 2025 authorizing an expenditure in the amount of $578.00 to Lowe's, for a replacement refrigerator and delivery, for the Police Department break room.

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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 – Jerry Ellis

Mr. Ellis reported that there was 1 Fire Call in the month of July 2025.

HIGHWAYS, HEALTH & SANITATION – Karen Dixon

Ms. Dixon reiterated that as soon as everything has been received for the Ingram Avenue Improvement Project the work will begin and that it is a priority of the Committee.

PARKS & RECREATION – Samantha Wilfert

Mrs. Wilfert thanked all who helped with the IngRUN 5K and reported that they will be holding a post-wrap meeting soon.

Ingram Day is quickly approaching. It will be held on Saturday September 13, 2025.

A MOTION was made by Mrs. Wilfert; seconded by Ms. Embrey; to authorize an expenditure, not to exceed $600.00, to L.D.D. (Kelly Dailey) for a 3-hour booking of live music at Ingram Day.

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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. Wilfert; seconded by Ms. Embrey; to authorize an expenditure in the amount of $525.00 to Faces by Christina for airbrush tattoos and facepainting at Ingram Day.

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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. Wilfert; seconded by Mr. Dixon; to authorize an expenditure in the amount of $300.00 to Jennifer Wright for Pony rides at Ingram Day.

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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 the July 21, 2025 payroll in the amount of $32,879.38 and the August 7, 2025 payroll in the amount of $33,674.43.

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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 of July 21, 2025 as follows: General Fund - $5,245.97; Recreation Fund - $152.46; Payroll Fund - $2,540.94.

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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 of July 28, 2025 as follows: General Fund - $507.91; Recreation Fund - $4,539.93; Sewer Fund - $250.93.

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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 pay the expenses of August 11, 2025 as follows: General Fund - $39,101.26; Recreation Fund - $173.26; Sewer Fund - $3,116.66; Cash Payroll - $2,808.44.

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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.

BUILDING & ZONING / CODE ENFORCEMENT – Peter Fiset

Mr. Fiset reported that he is making progress with developing the Rental Property Inspection program.

**MAYOR'S REPORT –** Sharon Stetz

Mayor Stetz reported that the Police Department answered 195 calls for the month of July 2025 and that the total amount collected from the Magistrate's Office was $374.77.

**SECRETARY'S REPORT –** Connie Klauck

Ms. Klauck reported that she received a call that day about an Eagle Scout interested in building and initially stocking a Little Library somewhere in the Borough. They were thinking maybe by the Tot Lot playground. Ms. Klauck will forward the contact information to Ms. Embrey for follow up.

**PRESIDENT'S REPORT –** Richard Nucci

Mr. Nucci reported that Char-West COG got a new VAC truck. He also reported that Ingram is still waiting on the CDBG Grant for the Foster Park bathrooms and that the process for demolition of 16 Charlton Street is still moving forward.

**OLD BUSINESS**

There was no Old Business.

**NEW BUSINESS**

There was no New Business.

**PUBLIC COMMENT**

There was no Public Comment.

**ADJOURNMENT**

A MOTION was made by Mr. Fiset; seconded by Mrs. Wilfert; to adjourn the Council Meeting. The Motion carried unanimously. The Regular Council Meeting was adjourned at 6:46 p.m.

Respectfully Submitted,

Connie Klauck, Secretary