AGENDA
INGRAM BOROUGH COUNCIL MEETING
December 8, 2025
6:30 P.M.

1. Call to Order by Council President Richard Nucci
2. Pledge of Allegiance led by Mayor Stetz
3. Roll Call: Mr. Nucci, Ms. Dixon, Mr. Ellis, Ms. Embrey, Mr. Fiset, Mrs. Radzanowski, Mrs. Wilfert, Mayor Stetz, Solicitor Garvin
4. Requests from Citizens
5. Engineer's Report – Bryan Flaugh
6. Police Chief's Report – Jack Doherty
7. Public Works Foreman's Report – Steve Palmer
8. Approval of Minutes – November 10, 2025
9. Committee Reports:

General Government – Denise Embrey

a. A Motion to advertise the 2026 Regular Meetings of Council for the second Monday of each month at 6:30 p.m. and the Pre-Council Meetings on the Thursday prior to the Regular Meeting at 6:30 p.m.
b. A Motion to advertise the Reorganization Meeting of Council will be held on Monday, January 5, 2026 at 6:30 p.m.; the Regular Council Meeting in January will be held on January 5, 2026 at 6:45 p.m.

Police & Fire – Jerry Ellis

Highways, Health & Sanitation – Karen Dixon

a. A Motion to approve the Pay Application Request No. 1 dated December 4, 2025 from Jet Jack, Inc. in the amount of $27,675.00. This is for work completed between November 1, 2025 and November 30, 2025 for the 2025 Ingram Borough Sanitary Sewer Source Reduction Project. As per the Engineer's letter dated December 5, 2025.
b. A motion to approve an expenditure, not to exceed the amount of $30,000, to Jet Jack, Inc. for an additional pipe point repair and manhole replacement as part of the Joel Street & Noll Avenue MH-MH Lining Contract. These repairs are necessary to complete the final 2 MH to MH Liners on the contract. Once the work is completed, a final change order will be prepared.

Parks & Recreation – Samantha Wilfert

Finance – Sue Radzanowski

a. A Motion to ratify the payment of the November 13, 2025 payroll in the amount of $27,381.22 and the November 24, 2025 payroll in the amount of $29,849.67.
b. A Motion to ratify the payment of expenses of November 11, 2025 as follows: General Fund - $11,121.86; Payroll Fund - $2,642.44.
c. A Motion to ratify the payment of expenses of November 19, 2025 as follows: General Fund - $6,392.40; Recreation Fund - $406.50; Liquid Fuels Tax Fund - $4,378.45.
d. A Motion to adopt Resolution No. 13 of 2025 setting the 2026 Real Estate Tax Millage as follows: General Fund – 6.20 mills; and Recreation Fund - .20 mills; for a total tax millage of 6.40 mills. (same as last year)

e. A Motion to adopt the 2026 budget as follows:

General Fund:	$2,028,246	Sanitary Sewer Fund:	$1,522,833
Recreation Fund:	$205,105	Capital Improvement Fund:	$1,898,871
Liquid Fuels Fund:	$326,527		

f. A Motion to approve the 2026 salaries of all Borough employees as presented on Attachment 1, which will be made part of the December 8, 2025 minutes.

g. A Motion to transfer $145,000 from the General Fund to the Capital Improvement Fund as follows:

$7,500 to Future Bridge Repairs	$50,000 to Future Road Repairs
$10,000 to Future Police Car	$20,000 to Future PW Vehicles
$50,000 to Future Fire Service	$7,500 to Future Roof Replacement

h. A Motion to ratify the payment of expenses of December 1, 2025 as follows: General Fund - $1,037.62; Recreation Fund - $269.20; Sewer Fund - $344.34; Payroll Fund - $2,458.74.

i. A Motion to pay the expenses of December 8, 2025 as follows: General Fund - $130,068.43; Recreation Fund - $54.86; Sewer Fund - $200,197.93.

<u>Building & Zoning/Code Enforcement</u> – Peter Fiset

11. Mayor's Report – Sharon Stetz
12. Secretary's Report – Connie Klauck
13. Solicitor's Report – Robert Garvin
14. President's Report – Richard Nucci
15. Old Business
16. New Business
17. Public Comment
18. Motion to Adjourn