BOROUGH OF INGRAM

REGULAR COUNCIL MEETING

January 5, 2026

The January 5, 2026 Regular Council Meeting of Ingram Borough was brought to order by Council President Richard Nucci at 6:54 p.m. in the Ingram Municipal Building. The Pledge of Allegiance was led by Mayor Stetz.

Members Present:

Richard Nucci – President

Peter Fiset – Vice President

Jerry Ellis

Denise Embrey

Jim Marsilio

Sue Radzanowski

Samantha Wilfert

Also Present Were:

Sharon Stetz – Mayor

Robert Garvin – Solicitor

Bryan Flaugh – Engineer

REQUESTS FROM CITIZENS

There were none.

ENGINEER'S REPORT – Bryan Flaugh

Mr. Flaugh reported that Jet Jack ran into some issues with the one manhole on Joel Street and was unable to complete the necessary work. They are attempting to come up with a solution.

The Ingram Avenue Improvement Project is still moving forward with hopefully a late May 2026 start date.

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 Mr. Fiset; seconded by Mrs. Wilfert; to approve the minutes of the December 8, 2025 Regular Council Meeting. The Motion carried unanimously.

COMMITTEE REPORTS

GENERAL GOVERNMENT – Denise Embrey

It was reported that the boiler for the heat required a new gas valve. The part has been ordered.

POLICE & FIRE – Jerry Ellis

Mr. Ellis reported that there were 9 fire calls for the month of December 2025.

HIGHWAYS, HEALTH AND SANITATION – Peter Fiset

It was reported that Public Works will be patching potholes in the next week.

PARKS & RECREATION – Samantha Wilfert

Mrs. Wilfert reported that she, along with Mr. Nucci and Mr. Palmer, had a meeting regarding the Tot lot Park project design. The new park will have a theme of EMS, Police and firefighters. It will focus on honoring Public Safety volunteers and employees. They will have the layout and further information soon.

The annual Easter Egg Hunt in Foster Park will be held on Saturday, April 4, 2026.

Mrs. Wilfert reported that the Borough received a check in the amount of $7,200.00 from the IngRUN 5K that was held last August.

FINANCE – Sue Radzanowski

A Motion was made by Mrs. Radzanowski; seconded by Mr. Fiset; to ratify the payment of the December 11, 2025 payroll in the amount of $29,553.18 and the December 24, 2025 payroll in the amount of $29,441.66.

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

The MOTION carried unanimously.

A Motion was made by Mrs. Radzanowski; seconded by Mr. Fiset; to ratify the payment of expenses of December 18, 2025 as follows: General Fund - $32,441.31; Recreation Fund - $24.28; Payroll Fund - $2,697.85; Liquid Fuels Tax Fund - $7,279.15.

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

The MOTION carried unanimously.

A Motion was made by Mrs. Radzanowski; seconded by Mr. Fiset; to adopt Resolution No. 1 of 2026 approving of Jordan Tax Service as the Deputy Tax Collector of the Borough of Ingram to collect the Borough's Real Estate Taxes.

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

The MOTION carried unanimously.

BUILDING & ZONING / CODE ENFORCEMENT - Jim Marsilio

Mr. Marsilio had no report.

MAYOR'S REPORT – Sharon Stetz

Mayor Stetz reported that the Police Department answered 166 calls in the month of December 2025. Due to the holiday and the early Council Meeting, the check from the Magistrate had not been received.

SECRETARY'S REPORT – Connie Klauck

Ms. Klauck had no report.

SOLICITOR'S REPORT – Robert Garvin

Solicitor Garvin had no report.

PRESIDENT'S REPORT – Richard Nucci

President Nucci suggested moving Mr. Fiset to head of Highways, Health and Sanitation Committee and Mr. Marsilio to head of Building & Zoning / Code Enforcement. Council was in agreement.

A Motion was made by Mr. Ellis; seconded by Mr. Fiset; to amend the January 5, 2026 Agenda. The Motion carried unanimously.

A Motion was made by Mr. Ellis; seconded by Mrs. Radzanowski; to advertise that the Council of the Borough of Ingram, at a Public Meeting to be held on Monday, February 9, 2026, at 6:30 P.M. at the Ingram Borough Municipal Building, 40 West Prospect Avenue, Pittsburgh, PA 15205, will hold a public hearing regarding Ordinance No. 1 of 2026.

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

The MOTION carried unanimously.

A Motion was made by Mr. Ellis; seconded by Mr. Fiset; to amend the January 5, 2026 Agenda. The Motion carried unanimously.

A Motion was made by Mr. Ellis; seconded by Mr. Fiset; to advertise the intent to adopt Ordinance No. 1 of 2026 AMENDING CHAPTER 185 ZONING, ARTICLE VI, R3 HIGH DENSITY RESIDENTIAL DISTRICT, SECTION 185-38, SPECIAL PROVISIONS, BY THE ADDITION OF SECTION 185-38 C., SPECIAL PROVISIONS RELATED TO ILLUMINATION, TO PROVIDE FOR RESTRICTIONS RELATIVE TO ILLUMINATION EMANATING FROM RESIDENTIAL PROPERTY; AMENDING CHAPTER 185 ZONING, ARTICLE VIII, C2 COMMUNITY BUSINESS DISTRICT, BY AMENDING SECTION 185-56, SPECIAL PROVISIONS, TO PROVIDE FOR RESTRICTIONS RELATIVE TO ILLUMINATION; AMENDING CHAPTER 185 ZONING, ARTICLE IX, C3 SPECIAL DISTRICT, BY AMENDING SECTION 185-63, SPECIAL PROVISIONS, TO PROVIDE FOR RESTRICTIONS RELATIVE TO ILLUMINATION AND PROVIDING PENALTIES FOR A VIOLATION.

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

The MOTION carried unanimously.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

PUBLIC COMMENT

There was no Public Comment.

MOTION TO ADJOURN

A Motion was made by Mrs. Radzanowski; seconded by Mr. Ellis; to adjourn to an Executive Session. The Motion carried unanimously. Council entered into an Executive session at 7:14 p.m.

A Motion was made by Ms. Embrey; seconded by Mr. Fiset; to adjourn the Council Meeting. The Motion carried unanimously. The Regular Council Meeting was adjourned at 7:22 p.m.

Respectfully Submitted,

Connie Klauck, Secretary