BOROUGH OF INGRAM

REGULAR COUNCIL MEETING

March 9, 2026

The March 9, 2026 Regular Council Meeting of Ingram Borough was brought to order by Council President Richard Nucci at 6:30 p.m. in the Municipal Building. The Pledge of Allegiance was led by Mayor Stetz.

Members Present:	Also Present Were:
Richard Nucci – President	Sharon Stetz – Mayor
Peter Fiset – Vice President	Robert Garvin – Solicitor
Jerry Ellis	Bryan Flaugh – Engineer
Denise Embrey	Connie Klauck – Secretary
Jim Marsilio	
Samantha Wilfert	

REQUESTS FROM CITIZENS

Richard Kownacki, 5 Danvers Avenue, informed Council that he recently applied for / obtained a Handicapped Parking spot through the Borough and his neighbor is parking in it. Mr. Nucci assured him that Council is aware of the Handicapped parking spots issues and is working to create updated guidelines.

ENGINEER'S REPORT – Bryan Flaugh

Mr. Flaugh reported that he spoke with Mele, Mele & Sons and that they are hoping to begin the Ingram Avenue Improvement project by the end of March.

Mr. Flaugh will be meeting with Steve Palmer to review the preliminary plans for the Foster Park bathroom renovations.

The survey on the Mt. Airy steps has been completed.

POLICE REPORT – Jack Doherty

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

PUBLIC WORKS FOREMAN – Steven 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 February 9, 2026 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 approve Resolution No. 2 of 2026 consenting to participation in the Allegheny County Community Development for Block Grant and Home Investment Partnerships Programs for three program years – 2027, 2028 and 2029.

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

The MOTION carried unanimously.

POLICE & FIRE – Jerry Ellis

Mr. Ellis reported that there were 4 fire calls for the month of February 2026.

President Nucci reported that Ingram Borough has recently signed a new 10-year agreement with the City of Pittsburgh Fire and that Ingram has benefitted from the 4-minute response time on their fire calls.

HIGHWAYS, HEALTH & SANITATION – Peter Fiset

Mr. Fiset reported that there were some delays with the demolition of 16 Charlton Street but they are hoping to have it completed next week.

PARKS & RECREATION – Samantha Wilfert

The Spring news flyer has been completed and will be distributed to residents starting later this week. Mrs. Wilfert asked for any volunteers to contact her.

The Committee has been finalizing the plans for the Tot Lot improvements project. Once the final approval and estimate are signed and submitted the items will be ordered. The project will be funded by DCNR and GEDTF Grants and the Ingram Ambulance Service generously donated $110,000.00. Mrs. Wilfert gave the check from the Ambulance Service to Ms. Klauck for deposit.

Mrs. Wilfert is continuing to meet concerning an Eagle Scout project to build a Gaga Court in Foster Park.

FINANCE – Sue Radzanowski

Due to the absence of Mrs. Radzanowski, Mrs. Wilfert covered the Finance Report.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to ratify the payment of the February 19, 2026 payroll in the amount of $27,224.89 and the March 5, 2026 payroll in the amount of $28,030.39.

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

The MOTION carried unanimously.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to ratify the payment of expenses of February 16, 2026 as follows: General Fund - $16,857.83; Recreation Fund - $1,368.73; Payroll Fund - $2,608.55; Liquid Fuels Tax Fund - $6,276.92.

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

The MOTION carried unanimously.

A MOTION was made Mrs. Wilfert; seconded by Mr. Fiset; to ratify the payment of expenses of March 3, 2026 as follows: General Fund - $94,168.97: Recreation Fund - $174.25; Sewer Fund - $2,175.43; Payroll Fund - $2,422.04; Liquid Fuels Tax Fund - $2,101.13.

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

The MOTION carried unanimously.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to pay the expenses of March 9, 2026 as follows: General Fund - $52,436.56; Recreation Fund - $55.88; Sewer Fund - $196,557.32; Payroll Fund - $218.66.

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

The MOTION carried unanimously.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to accept the quote for Public Officials Management & Employee Practices Liability Insurance in the amount of $4,747.00 from Greenwich Insurance Company, a $40.00 increase from last year.

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

The MOTION carried unanimously.

BUILDING & ZONING / CODE ENFORCEMENT – Jim Marsilio

Mr. Marsilio reported that the job description for the open Code Enforcement Officer position has been completed and posted on the Borough's website along with the Employment Application.

MAYOR'S REPORT – Sharon Stetz

Mayor Stetz reported that the Police Department answered 133 calls in the month of February 2026 and that $712.49 was collected from the Magistrate's Office.

SECRETARY'S REPORT – Connie Klauck

Ms. Klauck had no report.

SOLICITOR'S REPORT – Robert Garvin

Solicitor Garvin received notification about a Conservatorship case for an abandoned house at 108 Hodgson Avenue. He said they usually take 6 – 8 months to complete and that he will keep an eye on it.

Mr. Garvin reported that he has been reviewing and discussing the legal issues of the current Handicapped parking ordinance.

PRESIDENT'S REPORT – Richard Nucci

President Nucci had no report.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

A MOTION was made by Mr. Ellis; seconded by Mrs. Wilfert; to amend the March 9, 2026 Agenda. The Motion carried unanimously.

A MOTION was made by Mr. Ellis; seconded by Ms. Embrey; to advertise a Notice of Intention to Adopt Ordinance No. 2 of 2026, amending Chapter 179, VEHICLES AND TRAFFIC OF THE INGRAM CODE, BY THE ADDITION OF ARTICLE V, HANDICAPPED PARKING, SECTIONS 179-47-TO 179-54 TO PROVIDE FOR REQUIREMENTS, RESTRICTIONS, AND CRITERIA RELATIVE TO ON-STREET HANDICAPPED PARKING SPACES FOR PERSONS WITH DISABILITIES AND PROVIDING PROVISIONS FOR RENEWAL AND REVOCATION OF PERMITS AND PENALTIES FOR VIOLATION OF THE ARTICLE.

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

The MOTION carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

MOTION TO ADJOURN

A MOTION was made by Mr. Ellis; seconded by Mr. Fiset; to adjourn the Council Meeting. The Motion carried unanimously. The Regular Council Meeting was adjourned at 6:57 p.m.

Respectfully Submitted,

Connie Klauck, Secretary