BOROUGH OF INGRAM

REGULAR COUNCIL MEETING

May 11, 2026

The May 11, 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	
Sue Radzanowski	
Samantha Wilfert	

REQUESTS FROM CITIZENS

There were no requests.

ENGINEER'S REPORT – Bryan Flaugh

Mr. Flaugh reported that the Ingram Avenue detour is in place and that the Contractor has removed the brick and is currently repairing the subgrade.

The advertisement for bids for the Mt. Airy Stairs replacement will be published on May 14 and May 21. The proposals must be submitted electronically via PennBid before 11:00 a.m. on June 3, 2026.

Mr. Flaugh explained that the bids received for the Foster Park Bathroom Renovation project were well over the Borough's budgeted amount. He will review the plans and see if anything needs to be edited prior to rebidding.

A land survey was done today at the Tot Lot playground. Gateway will get a preliminary grading / parking plan to submit to the DCNR for approval. Mr. Flaugh is hoping to be able to move forward with this project in the next few weeks.

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. Ellis; seconded by Mrs. Wilfert; to approve the minutes of April 13, 2026 Regular Council Meeting. The Motion carried unanimously.

COMMITTEE REPORTS

GENERAL GOVERNMENT – Densie Embrey

A MOTION was made by Ms. Embrey; seconded by Mr. Ellis; to approve Resolution No. 4 of 2026 appointing qualified Ingram Borough residents to vacant positions on the Borough's Civil Service Commission, Planning Commission, Zoning Hearing Board and Recreation Board. President Nucci read aloud the list of ones whom were being reappointed / appointed.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

POLICE & FIRE – Jerry Ellis

Mr. Ellis did not have a fire report.

A MOTION was made by Mr. Ellis; seconded by Ms. Embrey; to approve Resolution No. 5 of 2026 adopting the Allegheny County 2026 Hazard Mitigation Plan as the official Hazard Mitigation Plan of the Borough of Ingram and that the respective officials and agencies identified in the implementation strategy of the Allegheny County 2026 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

HIGHWAYS, HEALTH & SANITATION – Peter Fiset

A MOTION was made by Mr. Fiset; seconded by Mr. Ellis; to approve Resolution No. 3 of 2026 amending the fee resolution to establish fees for applications and signage associated with on-street Handicapped parking spaces.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

A MOTION was made by Mr. Fiset; seconded by Mr. Ellis; to approve Pay Application No. 1 in the amount of $196,987.50 to Mele & Mele & Sons Inc. for the Ingram Avenue Improvements Contract B as per the Engineer's letter.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

PARKS & RECREATION – Samantha Wilfert

Mrs. Wilfert reported that the Committee is looking into having Ingram Day on October 3, 2026 and will let Council know for sure soon.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to waive the $35.00 park shelter rental fee and the $35.00 deposit for the Cub Scout Pack 205's rental on May 19, 2026.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

A MOTION was made by Mrs. Wilfert; seconded by Mr. Fiset; to reject all bids for the Foster Park Restroom Renovation, due to them exceeding the budgeted funding amount allocated for the project, and consider rebidding at a later date, as per the Engineer's letter dated May 7, 2026.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	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 April 16, 2026 payroll in the amount of $32,611.70 and the April 30, 2026 payroll in the amount of $32,450.65.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

A MOTION to ratify the payment of expenses of April 13, 2026 as follows: General Fund - $46,212.85; Recreation Fund - $9.67; Sewer Fund - $1,355.96; Payroll Fund - $2,893.01.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

A MOTION to ratify the payment of expenses of April 28, 2026 as follows: General Fund - $20,810.03; Recreation Fund - $374.03; Sewer Fund - $370.76; Payroll Fund - $2,632.01; Liquid Fuels Tax Fund - $5,989.84.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

A MOTION to pay the expenses of May 11, 2026 as follows: General Fund - $42,614.07; Recreation Fund - $1,986.99; Sewer Fund - $7,542.40; Liquid Fuels Tax Fund - $665.24.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

BUILDING & ZONING / CODE ENFORCEMENT - Jim Marsilio

Mr. Marsilio is looking into Code Enforcement software that the Turtle Creek COG has developed, to hopefully streamline the Code Enforcement process within the Borough.

A MOTION was made by Jim Marsilio; seconded by Mr. Ellis; to hire Zachary Thompson as Ingram Borough's Code Enforcement Officer, starting June 1, 2026 at the rate of $20.00 per hour, not to exceed 15 hours per week.

Roll Call:	Mr. Ellis	Yes	Mrs. Radzanowski	Yes
	Ms. Embrey	Yes	Mr. Nucci	Yes
	Mr. Fiset	Yes	Mrs. Wilfert	Yes
	Mr. Marsilio	Yes		

The MOTION carried unanimously.

MAYOR'S REPORT – Sharon Stetz

Mayor Stetz had no report.

SECRETARY'S REPORT – Connie Klauck

Ms. Klauck had no report.

SOLICITOR'S REPORT – Robert Garvin

Solicitor Garvin reported that the Conservatorship for 108 Hodgson Avenue was scheduled for a Court Hearing last Monday but it was cancelled.

PRESIDENT'S REPORT – Richard Nucci

President Nucci had no report.

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 Mr. Ellis; seconded by Ms. Embrey; to adjourn the Council Meeting to an Executive Session to discuss a Personnel matter. The Motion carried unanimously. The Regular Council Meeting was adjourned at 6:49 p.m.

Respectfully Submitted,

Connie Klauck, Secretary