

The Factoryville Borough Council held their regular council meeting on August 13th, 2025 at the Borough Hall. Council Vice-Chair, Dan Engler, called the meeting to order at 6:30 p.m.

PRESENT

Mayor Gary Evans
Gregg Yunko
Elena O'Connor
Dan Engler
D. Charles Truitt
Colin Fricke

ALSO ATTENDING

Shannon Cantner, Manager
Rebecca Nelson, Borough Assistant
Paul Litwin, Solicitor
EMS Chief Mike from Tunkhannock
EMS Director from Tunkhannock
Citizen Lori Travis

ABSENT

Bill Edwards

AGENDA; A motion is needed to allow the EMS to speak to Council immediately rather than during the Mayor's Report.

C. Fricke made a motion to amend the agenda as stated above. C. Truitt seconded the motion. All yea.

A motion is needed to amend the agenda where it says Resolution 2025-7R. It should read 2025-3R.

G. Yunko made a motion to amend the Resolution number on the agenda. C. Fricke seconded the motion. All yea.

EMS Chief and Director provided an update. They provide services throughout all of Factoryville and Wyoming County and has a crew on 24/7. They are looking to purchase another ambulance which will put them up to 4 ambulances in service. Provided more coverage for Nicholson, Tunkhannock fireworks. Looking to cover football games at Trail and Tunkhannock. Only 8 calls in the last month. This is sporadic. Full-time staff. Response time is shortened to about 2 to 3 minutes. Membership drive. Gun Bingo on Nov. 2 at Black Walnut Legion. Staff would like to talk about an EMS tax in the future or Harrisburg reform to increase ambulance tax or increase county tax to help fund EMS services.

MINUTES: No changes or corrections stated.

C. Truitt made a motion to accept the minutes from July 9th, 2025. G. Yunko seconded the motion. All yea.

PUBLIC COMMENTS – Citizen Lori Travis is disappointed that PennDOT will not be paving this year. They patched a few holes but will not be paving until next year.

CORRESPONDENCE – No correspondence brought forth.

MANAGER'S REPORT –

- a. Monthly recap of items not needing action. As of July 1st, the Scranton Times has implemented a 5% rate increase on all legal ad placements. Additionally, affidavits increase to a flat rate of \$10. As of now, our budget line is still on target. The Wyoming County Electronic Recycling event will be held on September 13th. Registration is required to participate. S. Cantner is working on the Worker's Compensation application for DGK. Jim Davis will be reviewing the insurance package with S. Cantner in September. The ACT 13 monies were received in the amount of \$17,696.70. This is another year with an 11% decrease from the year before. And finally there was one right-to-know request this month.
- b. There is a zoning class coming up that S. Cantner would like to offer to the Planning Commission and Zoning Hearing Board members. This class is \$25 per person. The course explores limitations such as Police power, non-conforming use property rights, and state and federal laws that impact local zoning. There are three available dates: August 20th, September 30th, and November 6th.

C. Fricke made a motion to approve class attendance for the Planning Commission and Zoning Hearing Board in the amount of \$25 per person. C. Truitt seconded the motion. All yea.

- c. The Girl Scouts have filled out a borough usage form, provided insurance, and will be using the building the second Sunday of the month from 1:00pm to 2:30pm.

C. Truitt made a motion to approve Borough building usage for the Girl Scouts. G. Yunko seconded the motion. All yea.

- d. The Municipal Fall Convention will be held September 18th at 4:30pm at the Triton Fire Hall in Tunkhannock. It is \$25 per person. Approval is needed but it is in the budget.

G. Yunko made a motion to approve the cost of attendance per Council member. C. Truitt seconded the motion. All yea.

- e. Two members of the Shade Tree have resigned. One is leaving because they are moving and the other was providing an opening for another who was interested. As of now they will not be able to take official action. The person interested lives in Clinton Township. The second person who resigned may choose to stay on the board since the seat he was giving up was going to the individual in Clinton Township.

C. Truitt made a motion to approve the Manager's Report. G. Yunko seconded the motion. All yea.

BILLS – S. Cantner sought approval for the bills listed. S. Cantner noted that for the trail grant project, Council previously approved \$66,000 for total engineering fees and that is now surpassed. She will be speaking with Zack at Atlas to get an estimated number of what more to expect and bring to next meeting seeking approval for additional engineering costs. S. Cantner noted unusual monthly expense of \$870 for Attorney Neyhart for Zoning Hearing Board as well as an expense of \$4900 for the tree work from Davis Tree Care.

G. Yunko made a motion to pay the bills. C. Fricke seconded the motion. All yea.

COMMITTEE REPORTS –

- a. **Finance:** C. Fricke reported that tax revenue is up because property taxes are better. There were delinquent taxes that came in as well as individual earnings. Cash is down some however sewer receivable is coming in.
- b. **Parks and Recreation:** C. Truitt reported that the Creek Day was a big success. There were about 30 or more children. The Board is generating ideas for next year to continue this. The Board is looking to purchase additional picnic tables as well as appliances in the snack shack.
- c. **Building and Grounds:** G. Yunko stated that the Borough Hall was power washed on the outside and looks much better. There was a miscommunication regarding cleaning the gutters, so quotes are needed to clean out the gutters. Tina Pickett also supplied a new flag.
- d. **Roads and Maintenance:** Strobe lights for the new truck were included in the quote for the grant, but \$125,000 won't fully cover the cost of the lights. The cost of the necessary strobe lights for the truck will be approximately \$1,000.

G. Yunko made a motion to approve the purchase of the strobe lights for the truck for \$1,000. C. Truitt seconded the motion. All yea.

The catch basins on Riverside Drive need to be vacuumed. Approval is needed to hire a vac truck to do this work. The cost will be approximately \$1,500.

G. Yunko made a motion to approve hiring a vac truck for the catch basins on Riverside Dr. for approximately \$1,500. C. Fricke seconded the motion. All yea.

J. Gesek finished painting the crosswalks on Riverside Drive as well as the handicapped spots at Christy Mathewson Park. He started mowing the sides of the roads for winter prep. Approximately 300 tons of millings was deposited on Church St. to make the road thicker. He finished clearing the ditch on Watkins toward Seamans Rd. Bushes and the trees at the office and Padula park were trimmed. J. Gesek is currently getting supplies ready for the pipe change on Riverside Dr. as well as the dirt and gravel grant for Reynolds. S. Cantner is working to get an HOP approved. Trees were trimmed and cut down in the parking lot as well as a tree that fell into the creek behind the old pudding factory. The new dump truck will hopefully be upfitted and ready to roll by the beginning of December.

- e. **Mayor's Report:** No Check was received from Dalton Borough. The Magistrate check was received for \$111.26. Mayor Evans reviewed the Police Report. Police responded to 3 calls and wrote no tickets.

Mayor Evans did mention that the EMS is trying to divide the actual Factoryville Borough calls from Factoryville addresses on the EMS reports.

- f. **Enforcement Review:** R. Nelson noted that several letters have gone regarding grass, yard sales, and junk. R. Nelson is working with Milnes Zoning Officer Cody Stanco on another issue as well.
- g. **Zoning:** Several applications have come in for permits.
- h. **Solicitor's Report:** Council recessed for an executive session regarding enforcement action and a personnel issue at 7:28pm. The meeting resumed at 7:41pm.

A motion is needed to approve the hiring of Tom Schofield for the position of Ordinance Enforcement Officer pending a background check in the amount of \$25 per hour for up to 10 hours per pay period (20 hours per month).

C. Fricke made a motion to hire Tom Schofield pending the background check. C. Truitt seconded the motion. All yea.

A motion is needed to pay the magistrate for a litigation issue to be followed up on the end of August.

C. Fricke made a motion to pay the fees for the magistrate before next meeting for litigation. G. Yunko seconded the motion. All yea.

A motion is needed to approve Solicitor Litwin to assist the Zoning Officer with the litigation process on the above issue.

C. Fricke made a motion to approve Solicitor Litwin to assist the Zoning Officer with the litigation process. G. Yunko seconded the motion. All yea.

- i. **Events:** S. Cantner stated that Christmas Market meetings are ongoing and planning is moving along well.

C. Fricke made a motion to approve the committee reports. G. Yunko seconded the motion. All yea.

OLD BUSINESS/NEW BUSINESS –

Old Business-

- a. S. Cantner is requesting Resolution 2025-3R to approve the appointment of S. Cantner to purchase and sign for the new truck. The chassis is ready and needs to go to Bradco for the

upfit. The cost is \$75,805.00 due for the chassis. C. Fricke recommends using the general checking account until the LSA grant comes in.

G. Yunko made a motion to approve Resolution 2025-3R and use the General Fund to cover the costs until the LSA grant comes in. C. Truitt seconded the motion. All yea.

- b. S. Cantner discussed the parking ordinance that Planning Commission has worked on. S. Cantner would like authorization to advertise the Ordinance. Solicitor Litwin discussed the clauses that allowed for “grandfathering in.” He also discussed the further changes made to the Planning Commission recommendations. The County Planning Commission will need thirty days to review.

C. Truitt made a motion to approve advertising of the parking ordinance. G. Yunko seconded the motion. All yea.

- c. The three trees in the parking lot on College Avenue were deemed dangerous and were cut down.
- d. The Enforcement position was discussed upon returning from executive session.

New Business-

- a. S. Cantner is seeking approval to submit the Riverside Drive pipe purchase as County Liquid Fuels reimbursement.

C. Fricke made a motion to apply for the Riverside Drive pipe purchase from the County Liquid Fuels. C. Truitt seconded the motion. All yea.

ORDINANCES AND RESOLUTIONS – Discussion of the resolution was above and voted on previously.

C. Fricke made a motion to adjourn the Factoryville Borough Council Meeting. C. Truitt seconded the motion. All yea.

The regular meeting of the Factoryville Borough Council adjourned at 8:02 p.m. The next regular meeting will be held September 10th at 6:30pm in the Borough Hall.

Respectfully submitted,



Shannon L. Cantner
Borough Manager