

The Factoryville Borough Council held their regular council meeting on December 10th, 2025 at the Borough Hall. Council Chair, Bill Edwards, called the meeting to order at 6:30 p.m.

PRESENT

Mayor Gary Evans
Bill Edwards
Colin Fricke
Gregg Yunko
D. Charles Truitt
Elena O'Connor

ALSO ATTENDING

Rebecca Nelson, Borough Assistant
Paul Litwin, Solicitor
Lori Travis

ABSENT

Dan Engler

A motion is needed to allow R. Nelson to serve as proxy for the Borough Manager for the meeting.

G. Yunko made a motion to allow R. Nelson to serve as proxy for the Borough Manager for the meeting. C. Truitt seconded the motion. All ye.

AGENDA: No additions or changes to the agenda needed.

MINUTES: A correction is needed on page 4 under New Business. The sentence should say "Creekside Café" not "Creekside Park."

G. Yunko made a motion to accept the minutes from November 12, 2025. C. Truitt seconded the motion. All ye.

PUBLIC COMMENTS – N/A

CORRESPONDENCE – The Borough did receive a copy of a letter from DEP regarding the trail project. There are some technical difficulties with the permits. Clinton Township will need to update some information, and they are working with ATLAS to do this.

Solicitor Litwin recommended requesting monies through the Park Board fund to ease some of the cost of the engineering if necessary. Mayor Evans did state that \$80,000 is available should we acquire the DCNR grant.

MANAGER'S REPORT –

- a. R. Nelson provided the manager's monthly recap with no deliberation or action needed.
 1. Susquehanna fire protection checked the fire extinguishers. All were passed or swapped out.
 2. There is an opening on the Planning Commission, an alternate position open for the Zoning Hearing Board as Phil Hubbard stepped down, and an opening on the Sewer Board with Gary Evans stepping down. Dave Edwards introduced himself and stated that he is interested in Planning Commission.

- b. The committee calendars are set and ready to advertise. Sewer meetings will continue to be the 2nd Wednesday of the month at 6pm with Council meetings at 6:30pm on the same night. Park board will continue to meet the 1st Monday at 6:30pm, Planning the 1st Wednesday at 6pm, Shade the 1st Monday at 11am in the Library, and the Christmas Market the 4th Tuesday at 6:15pm in the Library. A motion is needed to advertise.

E. O'Connor made a motion to advertise the committee calendars. C. Truitt seconded the motion. All yea.

- c. The DCED audit was completed for 2024 and is ready for advertisement.

G. Yunko made a motion to approve advertising of the 2024 audit. C. Fricke seconded the motion. All yea.

- d. The reorganization meeting is set to take place on January 5, 2026. Due to scheduling issues, the meeting will need to be held at 4:00pm. Approval is needed to change the time.

G. Yunko made a motion to change the meeting time to January 5, 2026 at 4pm. C. Truitt seconded the motion. All yea.

- e. The school resource officer is requesting signs to flash and show the speed of vehicles going by the school. He is noting high volumes of vehicles speeding, especially during school zone times in which the speed should be 15MPH. He did provide two separate quotes, and R. Nelson has looked into an additional quote. R. Nelson is also working with an individual to discuss speed radar signs to log speeds and times in which most of the violations occur. G. Yunko recommended reaching out to Pickett regarding acquiring money for signs. B. Edwards would like to continue to research options before continuing the discussion.

- f. John Watts, Sewer Enforcement Officer (SEO), provided information regarding his new rates for 2026. Approval is needed.

C. Fricke made a motion to increase John Watts (SEO) rates according to his contract information provided. G. Yunko seconded the motion. All yea.

- g. S. Cantner is requesting up to \$55 to purchase 2 small heaters. B. Edwards recommended increasing the cost to \$100 each.

C. Truitt made a motion to approve the purchase of two small heaters up to \$100 each. G. Yunko seconded the motion. All yea.

- h. S. Cantner is requesting that the Borough approve the purchase of a blink system for the front and back door. Currently there is no camera on the back door, and the camera for the front door needs to be replaced. This would be about \$60 for each including an SD card. B. Edwards recommended approving up to \$300 should it require a subscription.

G. Yunko made a motion to approve the purchase of a blink system for each door. C. Truitt seconded the motion. All yea. \$300

C. Truitt made a motion to approve the Manager's Report. E. O'Connor seconded the motion. All yea.

BILLS – R. Nelson sought approval for the bills. Unusual expenses this month included \$1830 to Clinton Township for the Trail project, \$7303 to DGK for the second installment of the insurance payments, and \$348.70 to Susquehanna fire for the fire extinguisher checks. The list of bills was not in the packet, so Solicitor Litwin recommended allowing C. Fricke and B. Edwards review the bills and approve them.

E. O'Connor made a motion to allow Colin and Bill to review and approve paying the bills. G. Yunko seconded the motion. All yea.

COMMITTEE REPORTS –

- a. **Finance**: C. Fricke provided a brief update on finances. He reported that revenue is up this year. Expenses also went up. The trail project is the extra expense.
- b. **Parks and Recreation**: C. Truitt reported that Park Board met last week and is paying the rest of the stimulus monies to replace the gutters on the pavilions.
- c. **Building and Grounds**: G. Yunko had nothing new to report.
- d. **Roads and Maintenance**: B. Edwards reported that J. Gesek is taking care of the roads and keeping up on the equipment. The new dump truck works well. Jim did a great job with the Christmas Market. B. Edwards and J. Gesek will work to make the generator system more efficient to install.
- e. **Mayor's Report**: Mayor Evans summarized the police report for this month as well as the previous month. Monies this month included \$15 in parking tickets and \$150 in magistrate fines.

Mayor Evans provided the Tunkhannock Ambulance update. There were 5 calls answered to the Borough and 144 total throughout all the service areas. It took approximately 2 minutes and 36 seconds to get out the door. The response time is around 12 minutes. They are doing transports from facility to facility or facility to home as needed and as they can as well.

G. Evans did bring up the parking ordinance again with the lot as well as handicapped parking at Sidelines. B. Edwards would like to set up a committee to go out and walk through town to determine what parking situations could be corrected and/or changed.

G. Evans mentioned the Christmas Market. Endless Mountain Extended Care helped as well as Woodhaven Recovery. Keystone College Baseball, Football, and Wrestling. Michelle Ross did a great job advertising. Tom Schofield helped make storefronts. G. Evans also mentioned the Borough staff who also worked hard behind the scenes.

G. Yunko thanked G. Evans for his time as Mayor.

- f. **Enforcement Review:** T. Schofield has been issuing notices for snow removal, junk cars, and yard clean up from junk. He is working with Bureau Veritas to deal with Building Code violations. He is also working with the Zoning Officer regarding a problematic property.
- g. **Zoning:** Nothing new to report.
- h. **Solicitor's Report:** Solicitor Litwin provided an update on a new agenda ruling in which an additions to the agenda can include those items that may need a vote. The Sunshine Law allows amendments to include money being spent. The amended agenda does need to be posted after the fact in all the places that the original agenda was posted.
- i. **Events:** E. O'Connor stated that the Christmas Market went very well. G. Evans thanked all the appropriate people. The event was packed all three days. Kudos to all those involved. All vendors said they had incredible sales this year.

EXECUTIVE SESSION – An executive session is needed to discuss personnel as well as a litigation issue.

Council recessed at 7:13pm and called the meeting back to order at 7:20pm.

Council would like to offer raises to the employees as follows: \$1 per hour raise for J. Gesek, \$1 per hour raise for B. Nelson, \$.50 per hour raise for J. Saslo, and the equivalent of \$1.02 per hour for S. Cantner. Council would also like to increase the hourly rate for Chuck Schirg and Aaron Beardslee Beardslee by \$1.

G. Yunko made a motion to approve the raises as listed for each employee. C. Truitt seconded the motion. All yea.

Council would also like to approve Christmas Bonuses in the amount of \$100 for S. Cantner, J. Gesek, and R. Nelson.

E. O'Connor made a motion to approve the raises as listed for each employee. G. Yunko seconded the motion. All yea.

ORDINANCE AND RESOLUTIONS – Tax Levy Ordinance 2025-2 needs approval to increase the millage for the EMS support at .5 mils.

C. Truitt made a motion to approve Tax Levy Ordinance 2025-2. G. Yunko seconded the motion. All yea.

OLD BUSINESS/NEW BUSINESS –

New Business-

- a. The 2026 Budget is set for approval. It was open for public review and comment, but there were no concerns brought up.

C. Fricke made a motion to approve the 2026 agenda as written. G. Yunko seconded the motion. All yea.

- b. The dump truck sold for the reserve amount on Municibid. Approval is needed.

C. Fricke made a motion to approve the sale of the dump truck on Municibid for \$50,000. G. Yunko seconded the motion. All yea.

Old Business-

- a. R. Nelson found someone who is willing to work with the Borough and homeowners to trap feral cats for the No Nonsense Neutering. She can start with 10 cats over on Gardner St. R. Nelson has spoken with two of the homeowners on Gardner and sent a letter to another. Approval is needed.

C. Truitt made a motion to approve Deb M. to assist with trapping in the Borough. E. O'Connor seconded the motion. All yea.

HONORING MAYOR EVANS – Factoryville Borough would like to recognize Mayor D. Gary Evans for his time and service. He served 24 years as Mayor of the Borough and/or Sewer Authority member.

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

The regular meeting of the Factoryville Borough Council adjourned at 7:26 p.m. The next reorganization and regular meeting will be held January 5th at 4:00pm in the Borough Hall.

Respectfully submitted,



Rebecca Nelson
Borough Assistant