

The Factoryville Borough Council did not meet quorum on June 16th, 2025. They held the rescheduled council meeting on June 16th, 2025 at the Borough Hall. Council President, Bill Edwards, called the meeting to order at 9:33 a.m.

PRESENT

Mayor Gary Evans
Gregg Yunko
Bill Edwards
Dan Engler
D. Charles Truitt

ALSO ATTENDING

Shannon Cantner, Borough Manager
Paul Litwin, Solicitor
Corey Huff, Citizen
Lori Travis, Citizen

ABSENT

Colin Fricke
Elena O'Connor

AGENDA; No additions requested.

MINUTES: No changes or corrections stated.

D. Engler made a motion to accept the minutes from May 19th, 2025. C. Truitt seconded the motion. All yea.

PUBLIC COMMENTS – No public comments stated.

CORRESPONDENCE – No correspondence brought forth.

MANAGER'S REPORT –

- a. S. Cantner informed council that junk day in the borough was held on June 7th and it was a slow event. A total of \$595 came in and that didn't cover the cost of the container. She noted that there may have been a few different factors that caused this ranging from the rainy weather, late on event details, Christy Mathewson Day. Both D. Engler and Maintenance Manager, Jim Geske agreed that the day ran smoothly. The council agreed that it is better to have something than nothing. They also noted that they would like this way to take place next year.
- b. S. Cantner informed the council that she will be taking some vacation time from July 9th through the 22nd. As of now our borough assistant, Becky Nelson, should be back to open the office on Monday and Wednesdays as well as run the council meeting on the 9th.
- c. The Endless Mountain Visitor Grant is open for submission. This grant of \$2,000 and has a 25% in kind or cash match. This grant is what we apply for to assist with our Christmas Market advertising and would like to opportunity to apply again this year.

C. Truitt made a motion to apply for the Endless Mountain Visitor Grant. D. Engler seconded the motion. All yea.

- d. S. Cantner also noted that the Marcellus Legacy Fund Mini Grant is open too. This is a \$5k grant and has a match of \$2500 of cash or in kind. Previous years have been received and put towards the walking trail project. S. Cantner is recommending that we apply to extend the walking trail over at Christy Mathewson Park behind the ball field.

C. Truitt made a motion to apply for the Marcellus Legacy Fund Grant. D. Engler seconded the motion. All yea.

- e. Wyoming County Republican Committee graciously donated \$125 as a thank you for the use of the borough hall. A thank you letter has been sent to their headquarters.
- f. S. Cantner informed the council that we received a check for the amount \$4,237.42 from PennDOT for the harsh winter that we had. This check was decided after an evaluation from PennDOT was completed as a bad weather adjustment. This payment is not to be confused with our regular agreement.
- g. The Wyoming County hazard mitigation plan was recently approved by FEMA. We have the option to adopt the county approved plan or develop our own. If we choose to adopt their plan, we will need to sign their resolution.

D. Engler made a motion to adopt the Wyoming County Hazard Mitigation Plan. C. Truitt seconded the motion. All yea

- h. S. Cantner took the time to inform the council of other items that happened during the last three weeks. The DECD audit is taking priority and getting closer to completion. She is purchasing the tablets so we can transition over for easier meeting prep and less waste. Also have been working on the bank security assessment.

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

BILLS – S. Cantner sought approval for the bills listed. She noted that there was an error from the Bradco check from last month. The check was written for \$4,633.32 and was sent back to us, since \$1,127.52 was already paid in April. She needed to reissue a check for the total amount of \$3,526.28. Unusual expenses included \$4,547.50 to Milnes. \$8,160.00 to Dalton Borough Police is the 13-week payment.

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

COMMITTEE REPORTS –

- a. **Finance**: No report this month
- b. **Parks and Recreation**: C. Truitt reported that creek day is scheduled for July 16th from 11am – 2pm with July 23rd being the rain date. They are still looking into a refrigerator/freezer for the park with using the balance of the stimulus monies from Clinton Township. They are looking into getting an ultrasound unit as a deterrent for the birds above the pavilion as well as fake owls. S. Cantner noted that Colin stated that the Men's Civic Club will be installing two additional LED lights on the back of the basketball courts.
- c. **Building and Grounds**: G. Yunko had nothing to report.
- d. **Roads and Maintenance**: B. Edwards stated that UGI will be starting work on the gas lines on Watkins Street the week of June 23rd or 24th. The road will be closed during this time. The office is currently awaiting the bond to come through. Jim advised that there are three trees that are in the parking lot across from Creekside Café that need to come down in the borough – 2 should take precedence. The cost for all three is \$4,900.00. S. Cantner noted that we should look at taking the two now and the final one once more tax money comes in.

G. Yunko made a motion to hire Davis Tree Care to take down the two trees in the borough parking lot across from Creekside Café. D. Engler seconded the motion. All yea.

Mayor's Report: G. Evans stated that a police report was not provided nor was there any monies provided in this month.

- e. **Enforcement Review:** S. Cantner noted that there were a few letters sent regarding grass height and residents took care of the situation.
- f. **Zoning:** No Updates
- g. **Solicitor's Report:** Nothing reported.
- h. **Events:** S. Cantner noted that Christy Mathewson Day was held despite the wet weather. Everyone who attended liked that fact that it was surrounded by baseball.

OLD BUSINESS/NEW BUSINESS –

Old Business-

- a. Parking Ordinance – G. Evans noted that he sent an email to Planning Commission to attend council meeting to discuss the parking concerns. He is hoping someone will be able to attend in July. Chuck Truitt noted that there continues to be issues with where parking is happening across from the fire house. There are issues with delivery, trucks etc. B. Edwards advised Chuck that he will get Jim and go down to look at the situation.
- b. C. Truitt reported that the stimulus money of \$193.10 that we received notice for being unspent, was spent but labeled incorrectly in QuickBooks. S. Cantner provided all necessary items and C. Truitt submitted and updated all proper paperwork and have not heard anything yet.

ORDINANCES AND RESOLUTIONS – The Wyoming County Hazard Mitigation Plan Resolution was approved to be signed early in meeting. Resolution 2025-2R will be signed. .

The executive session was not needed since this was taken place in the Authority meeting prior.

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

The regular meeting of the Factoryville Borough Council adjourned at 10:09 am. The next regular meeting will be held July 9th, 2025 at 6:30pm in the Borough Hall.

Respectfully submitted,



Shannon Cantner
Borough Manager