

The Factoryville Borough Council held their regular council meeting on October 8th, 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
Elena O'Connor
Dan Engler
D. Charles Truitt
Colin Fricke

ALSO ATTENDING

Shannon Cantner, Manager
Rebecca Nelson, Borough Assistant
Paul Litwin, Solicitor
Chris Breita
Corey Huff
Lori Travis

ABSENT

Gregg Yunko

AGENDA: A motion is needed to add an executive session for a possible litigation issue.

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

MINUTES: No changes or corrections stated.

E. O'Connor made a motion to accept the minutes from September 10, 2025. C. Truitt seconded the motion. All yea.

PUBLIC COMMENTS – Resident C. Breita spoke about a feral cat issue on Gardner St. He is looking for solutions. The Borough does have vouchers, but the current concern is trying to find people who can help with trapping. B. Edwards will reach out to an individual who is known for trapping and rescuing cats in surrounding areas. The Borough will research several options.

Resident C. Huff is wondering if there are plans to recognize the citizen who helped Officer Stevens.

Resident L. Travis stated that the gravel around baseball field to extend the trail is a great addition.

CORRESPONDENCE – No correspondence brought forth.

MANAGER'S REPORT –

- a. S. Cantner provided the manager's monthly recap with no deliberation or action needed.
 1. The new truck is almost ready. Bradco will release the vehicle, and it can be paid for next month.
 2. The Borough credit card was compromised. No amount was taken, and the card was cancelled. A new card is being sent.
 3. PennDOT will be paying Riverside, College, and Civic club way in 2026. It will be put out to bid early in 2026.

4. Aqua did water testing for lead in the summer. Results came back for the Borough building. There are no issues.
 5. Handed out 4 solicitation permits for Anderson Windows until November 7th.
 6. S. Cantner received one right-to-know request and will be working on that.
 7. If residents speak with council members for information or to deal with issues, S. Cantner is requesting if they inform residents to call or stop in at the Borough Hall.
- b. The DGK insurance package needs a motion for renewal for the 2025-2026 year. DGK representative Jim Davis provided information on insurance rates and a breakdown of specific items. The increase this year is about 9% from last year. There are some items that can be moved around to reduce cost, so S. Cantner will be working with J. Gesek to determine what can be moved.
 - c. The 2024 Liquid Fuels Audit is coming up next Tuesday.
 - d. S. Cantner will be meeting with the finance committee later this month to review the budget. There will be no separate meeting with council until after the budget meeting takes place.
 - e. After the recent incident in the Borough with a Dalton Police Officer being stabbed, discussion took place regarding whether the Borough has a citizen award or a protocol for honoring individuals. The Borough is unsure of whether this individual wants to be publicly named. R. Nelson will attempt to find out if the citizen is okay being named, and B. Edwards recommends honoring this citizen if so. B. Nelson was able to contact A. Kinney who stated Ceejay Halstead is okay with being publicly named and acknowledged.
 - f. A get well card was sent to Officer Stevens with gift cards.

D. Engler 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. Unusual expenses this month included \$2418 for Atlas Engineering Costs to Clinton Township, \$182.25 for District Court filing fees, \$2664.81 to Keller Crushing, and \$3750 to Higgins Construction for the dirt and gravel grant work. The Engineering costs continue to increase, and costs are currently higher than what was quoted for the first part of the project. Solicitor Litwin recommends making a motion to pay Clinton Township but to deal with the engineering costs increasing and continuing before more payments are made. S. Cantner will call Atlas to discuss and set up a meeting.

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

COMMITTEE REPORTS –

- a. **Finance**: C. Fricke will provide an update next month.

- b. **Parks and Recreation**: C. Truitt reported that park board is looking to purchase two refrigerators for the concession stand. They are also looking to purchase additional picnic tables to replace some of the older tables. Leftover money may be used to replace gutters.
- c. **Building and Grounds**: The lights have not been fixed yet. Chuck Schirg and J. Gesek did not feel it was safe to climb to the level of the lights on the ceiling with the scaffolding they had.
- d. **Roads and Maintenance**: B. Edwards reported that J. Gesek has finished weed whacking. The dump truck is cleaned and ready to go out to bid. He is currently working on leaf blowing, prepping for winter operations, and crack sealing on Watkins, Kemmerer, and part of Lindley Ave. Finally, J. Gesek confirmed there will be 4 guys, 2 in each truck, patrolling for Halloween.

The skid steer needs new tires. The cost is about \$700. A motion is needed.

C. Fricke made a motion to approve the purchase of skid steer tires for \$700. C. Truitt seconded the motion. All yea.

A motion is needed to purchase salt for the sidewalks in the amount of \$637.

E. O'Connor made a motion to approve the purchase of sidewalk salt in the amount of \$637. C. Truitt seconded the motion. All yea.

A compaction test is needed for the PennDOT permit for the Riverside Pipe project. The cost for this is projected to be between \$300 and \$500. A motion is needed.

D. Engler made a motion to approve the cost of the compaction test for the PennDOT permit for the Riverside Pipe Project up to \$500. C. Truitt seconded the motion. All yea.

- e. **Mayor's Report**: Mayor Evans summarized the police report from Dalton Borough. They answered 14 total calls, patrolled 920 miles, and logged 128 hours. They issued 9 traffic citations and 10 warnings. They also issued 8 parking tickets.

Mayor Evans would like to order \$150 of 3-ply tickets. Mayor Evans and Solicitor Litwin worked to produce this parking ticket.

C. Truitt made a motion to approve up to \$150 for the purchase of 3-ply parking tickets. C. Fricke seconded the motion. All yea.

Mayor Evans provided the Tunkhannock Ambulance update. In September 2024, the Tunkhannock Ambulance had 86 total calls logged with a response time from dispatch of 4.46 minutes. In September of 2025, the Tunkhannock Ambulance Assoc. had 162 calls logged with a response time from dispatch of 2.33 minutes. Of the 162 calls, 5 were for Factoryville Borough.

The Fire Ban approved in last month's meeting is set to expire. Chief Gow recommends advising residents to be smart but no need to continue the ban.

- f. **Enforcement Review**: T. Schofield has issued 3 letters regarding trash. One was recently issued, another has acquired a dumpster, and the final is ongoing. R. Nelson and T. Schofield are working together to deal with an issue regarding noise and disorderly gatherings at a rental property. An executive session was requested to discuss an issue regarding possible litigation.
- g. **Zoning**: Four permits have been issued by Cody Stanco.
- h. **Solicitor's Report**: Solicitor Litwin stated that there will need to be a public hearing for the Parking Ordinance. The Meeting will need recess for a public hearing. The meeting was recessed at 7:19pm. The Council meeting was reinstated at 7:23pm.

E. O'Connor made a motion to approve the Parking Ordinance 2025-1. D. Engler seconded the motion. All yea.

Solicitor Litwin mentioned that Tunkhannock is requesting a half mil ambulance tax and recommended noting this for the budget meetings.

- i. **Events**: E. O'Connor had nothing new to report.

OLD BUSINESS/NEW BUSINESS –

Old Business-

- a. Trail Engineering Costs was already discussed.
- b. Rather than pursuing a costly electronic sign after the original sign broke several years ago, Resident Herb Beck is able to build a bulletin board for outside of the Borough Hall. Approval is needed to allow Mr. Beck to purchase supplies for this bulletin board. The estimate for costs is approximately \$800.

C. Fricke made a motion to approve the purchase of supplies up to \$800 for the bulletin board. C. Truitt seconded the motion. All yea.

New Business-

- a. Keystone College Homecoming is this coming weekend. They would like to have a parade that begins at the college and moves along College Avenue to the Christy Mathewson Park. Approval is needed.

D. Engler made a motion to approve the parade to move along College Avenue. C. Fricke seconded the motion. E. O'Connor abstained. All others yea.

- b. The new truck decals have been designed. There are several to choose from. "The Ville" was most liked after discussion.

E. O'Connor made a motion to approve the decal that includes "The Ville" for the new truck. C. Fricke seconded the motion. All yea.

- c. With the new dump truck coming, the old one can be put out to bid. Municibid has been used in the past. B. Edwards recommended putting the money from the sale into a "truck fund." A motion is needed to put the truck on Municibid.

D. Engler made a motion to put the old truck on Municibid to sell. C. Truitt seconded the motion. All yea.

ORDINANCES AND RESOLUTIONS – Parking Ordinance 2025-1 was discussed above in the Solicitor's report.

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

The regular meeting of the Factoryville Borough Council adjourned at 7:38 p.m for executive session. The next regular meeting will be held November 12th at 6:30pm in the Borough Hall.

Respectfully submitted,



Shannon L. Cantner
Borough Manager