

**Summerhill Borough Council  
Monthly Meeting Minutes  
April 11, 2023**

**Call to order**

The regular monthly meeting of Summerhill Borough Council was held at 7:00 PM on Tuesday, April 11, 2023. Council President Becky Templeton called the meeting to order at 7:00pm.

**Council Members present**

President, Becky Templeton, Vice-President, Russell Jones, Joni Trovato, Brad Bodenschatz, and Matt Penatzer,

Via Zoom:

**Others present:** Karmen Baumgardner, Tax Collector/Electric Secretary and Treasurer

**Not in Attendance**

Janice Anderson-Secretary, Mayor Eric Miller, Ray Penatzer and Danielle Ritchey

**Visitors**

Breanna Berkebile from Mainline Newspaper

**Approval of minutes**

The March 14, 2023, regular meeting minutes were approved by a motion from Russell Jones, seconded by Brad Bodenschatz, motion was unanimously approved.

**Approval of financial statements**

The financial statements as of April 11, 2023, were approved by a motion from Matt Penatzer, seconded by Russell Jones, motion was unanimously approved.

**Approval of payment of bills**

The payment of the bills (March 14 – April 11, 2023) of \$9,111.32 from the General account, \$19,258.35 from the Electric account, and \$1,990.00 from the Liquid fuels account were approved by a motion from Russell Jones, seconded by Matt Penatzer, motion was unanimously approved. Karmen will investigate the 3 EFT payments to PA Department of Revenue for \$348.49 on 4/10/23.

**Fund Transfers**

A motion to transfer fund from the General account to the First Summit bank liquid fuels account for 15,821.61 was made by Brad Bodenschatz, seconded by Matt Penatzer, motion was unanimously approved.

## Budgets

All budgets are current. Garbage collection line 5051 -\$537.42 (bunch of checks that have not cleared when they reconciled QuickBooks) also Parks 5076 -\$50.00 (this was fixed) – Karmen will review.

## Correspondence

- Forest Hills Municipal Authority – no report
- Laurel Municipal Inspection Agency – 1 permit 58-23-01E
- Forest Hills Regional Alliance – no report
- Croyle Township Police Report – 8 incidents

## Old Business

- Delinquent Light Accounts – there are 14 delinquent accounts as of April 11, 2023. One shutoff notice was posted on 3/5/23 and pull 3/6/2023. 11 certs were sent.
- Codification – Danielle is working on this.
- Code Violations -No new violations.
- Ehrenfeld Borough Intergovernmental Agreement –Russ has been keeping track of Luke's time with them. Karmen will bill Ehrenfeld and forward a copy of the intergovernmental agreement. Russ instructed Luke to reach out to Ken for summer schedule.
- AMP Advanced Metering System – nothing new.
- Silt/53 Bridge – no updates – **remove from old business moving forward.**
- Employee Handbook – a couple of sections were pulled out. Amended the holidays and adjusted PTO to an accrual basis. Updated verbiage throughout. A motion to adopt the Employee Handbook after removing the last line on page 30 was made by Brad Bodenschatz, seconded by Matt Penatzer, motion was unanimously approved.
- Summerhill Borough Block Party – no word back from SSC, not sure it is going to happen.
- IT – LVTech –Will let us know when they are sending guys out.

## New business

- Community Yard Sale/Clean-up Day/Goodwill (July 13-18) – Goodwill will drop the bins off on the July 13 and pick them up on July 18<sup>th</sup>. The Yard sale will be held July 14-15 – Eric was going to talk to Croyle Twp about a clean-up day the following week. Becky talked to the recycling center in Ebensburg and a few others which will be posted in the newsletter. We will also be keeping the May clean-up date.
- Ball field fence – windstorm caused 3 posts to break off. Ray, Brad, and Luke temporarily patched them. Need to look into replacing the fence in 2024.
- 2022 Audit – completed – will need to find someone to do it next year as Mark is not doing them anymore. Corrected some categories – filed with the courthouse. We will look into Wessel doing this next year.

## Committee Head Updates

- o **Electric Secretary (Karmen)** - no updates

- o **Streets (Russ)** – Hot water heater has been put in at the park. Luke needs to clean by April 21. What are residents to do with grass clippings now? Bag it and put it out with garbage. As far as brush they would need permission from Luke. Summer help – received 3 job applications. Two are 16 (need working papers) and the other is 18. One 16-year-old needs community service hours. Hold out until May before hiring – Concrete apron – called 8 different contractors to get price quotes. Two stopped on April 5 (Felix and Potter) and will submit a quote. One wasn't interested as he only does residential.
- o **Codification (Danielle)** – Danielle is working on this.
- o **Electric (Joni/Brad)** – 19 streets lights are up – saved one as a spare.
- o **Parks & Recreation (Joni)** – we have 7 upcoming rentals through September. Four are non-residents so checks should be received for them. The idea of having a Borough Easter Egg Hunt in 2024 was discussed, but since the church is having one that weekend, it was suggested that we not do one as well. Residents requested last year to use the tennis court for Pickleball. What will be required to make this happen? Anthony Pisarski will be working on the ballfield sometime this week and there will also be a truck load of dirt delivered to the field.
- o **Budget (Becky)** – nothing to report

A motion to move to executive session was made by Matt Penatzer and seconded by Russel Jones at 7:52 PM.

A motion to end the executive session and return to the regular meetings was made by Russell Jones and seconded by Brad Bodenschatz at 7:54 PM.

A motion was made to adjourn the meeting by Russell Jones, seconded by Matt Penatzer, motion was unanimously approved. Meeting adjourned at 7:55PM.

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**President**

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**Mayor**

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**Secretary/Treasurer**