

DUBOISTOWN BOROUGH COUNCIL MEETING
THURSDAY May 8, 2025
6:00PM

MEETING MINUTES

The General Council meeting was called to order at 6 pm by Harry Rogers, Council President.

Present were Harry Rogers, Marc Drier, Kate Weaver, Patrick Melloy, Norman J Cowden, Dori Rankinen, John McCormick, Mike Rodgers, Ann Marie Baker Borough Manager

Absent – Shawn Millard, Richard Knecht

Motion #1 was moved and seconded (John McCormick/Dori Rankinen) to approve the minutes of April 10, 2025, meeting.

Motion #1 carries by a Vote (6-0)

Name	Nomination	Motion	2 nd	Yes	No	Abstain	Absent
John McCormick		x		x			
Patrick Melloy				x			
Harry Rogers				x			
Dori Rankinen			x	x			
Mike Rodgers				x			
Norman Cowden				x			
Shawn Millard							x
Mayor Knecht							

Motion #2 was moved and seconded (Mike Rodgers/John McCormick) to approve the minutes of April 24, 2025, meeting.

Motion #2 carries by a Vote (6-0)

Name	Nomination	Motion	2 nd	Yes	No	Abstain	Absent
John McCormick			x	x			
Patrick Melloy				x			
Harry Rogers				x			
Dori Rankinen				x			
Mike Rodgers		x		x			
Norman Cowden				x			
Shawn Millard							x
Mayor Knecht							

Public Comment – no public comment

Police Report – Report was reviewed, discussion on where to place the traffic trailer, Councilman Rodgers suggested to put it on Cochran Ave by the trailers. Discussion on improving some efforts for water rescue, and the police department will be working on putting together a list of who has what equipment, etc. Councilman McCormick asked for update on the replacement of the guns for the department, discussion on the process of how they are

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progressing on the reordering of new fire arms. Councilman Rodgers asked how the school ZERO EYES system was working in the school. Discussion was conducted on the test that was done with this program and the police department, school administration and school resource officer along with 911 center are working on a system in the event they get an alert that there is an issue in the school.

The Fire Department report was not given to council – Craig Kropp Treasurer asked where the Armstrong Township payments for the fire service are for the two years that are missing. Borough Manager Baker advised that she had sent a message to Armstrong Township to do the research and send over the check numbers and dates of the payments for 2010 and 2015 which are the years that look like they were missing, this was prior to manager being employed so that once she gets the dates and check numbers from Armstrong then she can do the research on our end to see when or if the money was sent to the Fire Department. Discussion was conducted and Craig asked if he could get a letter from the Borough giving him permission to contact Armstrong directly. After the discussion, the Borough Manager stated she would send an email to Armstrong Township Secretary, Supervisors, and copy the Borough Council along with Craig Kropp to permit him to speak to Armstrong Township to locate the payments for 2010 and 2015.

Motion #3 was moved and seconded (Norman Cowden/Mike Rodgers) to approve the Borough Manager to send notification to Armstrong Township advising them that Craig Kropp was permitted to speak to them to find the data on the missing 2010 and 2015 fire service payments.

Motion #3 carries by a Unanimous Vote (6-0)

Name	Nomination	Motion	2 nd	Yes	No	Abstain	Absent
John McCormick				X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen				X			
Mike Rodgers			X	X			
Norman Cowden		X		X			
Shawn Millard							X
Mayor Knecht							

Craig also asked if we had heard anything about the insurance that we cancelled on the liability for the fire department apparatus, if the amount of discount was a good discount. Borough Manager said she sent in the request to cancel the policy and will update the council once we get the final numbers from the broker.

The Sewer Report was read –

The Borough Manager Report was read. RFP update we will have a proposal by the June meeting. Fastbridge is in the borough and any complaints about the residents yards the residents will need to contact Fastbridge directly.

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Fire Department letters were sent to the individuals and the Fire Department board. No communication has been given back to the borough manager on these letters. There was one message sent by the individual who was staying in the fire department stating that they had left the building. The deadline has passed, and through observations, the two individuals are still staying in the fire department. The solicitor asked if the borough wanted to discuss the topic further; it was okay to go into an executive session. The letter was hand delivered and given to the chief and the president of the fire department.

Mike Rodgers asked if the bracket for the Christmas light on Arch Street was fixed and moved, and wanted to know if the other bracket was replaced. Borough Manager advised that these things are not in her control to move, and PPL has to move them as they are the ones that gave the fiber optics company permission to use the poles that PPL has. She will follow up with PPL to make sure they still have them on the list to fix.

Project list was reviewed, and no one had any questions on the list.

Topics for the second meeting – Zoning review and understanding.... Councilman Cowden wanted to address the sidewalks, solicitor stated that we did an amendment. Council is to review the ordinance for the sidewalks and the zoning and then we will have discussion in the next meeting.

Chief McKinley came into the meeting late and council asked if he had a fire report. Chief stated that the cad system for the county is not working and they were unable to get reports.

Councilman McCormick asked chief why there had been no communication with the borough manager on the letters that were sent and the chief stated that there were several issues.

Discussion was conducted on the issues that were addressed in letters sent to the fire department. Chief McKinley stated the bigger issue was the fact that the back door was broken and his members were not able to get into the firehouse. He came in and per the discussion with the locksmith that the borough contracts he disabled the door so that it would be open and that was a bigger issue. Borough Manager was not aware of the door not working as no one from the fire department advised of this and would contact the locksmith to discuss on Friday because this was the first she had heard of this. She would follow up with council on the conversation with the locksmith on Friday. Until then Chief advised that the door was open unlocked as he altered it per the locksmith direction. There was much more discussion on fire department issues that were addressed in the previous meetings.

Chief McKinley wanted to address the letter of the people living in the fire department and stated that the letter was not clear. The solicitor addressed the issue of what is determined as living in a facility. Borough Manger was advised by the people who are staying here that they personally stated that they are living here. There is a pattern. Chief stated that he would get an affidavit that shows they are just parking cars here and staying in the apartments up behind us. There was much discussion on this.

Chief McKinley was asked by John McCormick where the contract was for the hall rentals with the committee and Chief advised that he wanted to know if council approved the committee in meeting and who gave the authorization for the committee to do the social hall rentals. Borough manager explained that the committee was the recreation and events committee

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that has been in place for a couple of years and that the fire department President appointed three fire department members to the existing committee. Also, in November and December there was discussion in report out from the committee as to the plans for January 2025 with the committee and the moving forward of rentals for the year and it was a shared committee with fire department and borough.

There was discussion on the lease that the fire department and the borough have. President Rogers asked the fire department Chief to get with him and work on putting together a proposal for a bunk room if that is what the fire department wanted and also he suggested that the chief be on the committee for the social halls.

Motion #4 was moved and seconded (Norman Cowden/Patrick Melloy) to approve expenditures.

Motion #4 carried by a Unanimous Vote (6-0)

Name	Nomination	Motion	2 nd	Yes	No	Abstain	Absent
John McCormick				X			
Patrick Melloy			X	X			
Harry Rogers				X			
Dori Rankinen				X			
Mike Rodgers				X			
Norman Cowden		X		X			
Shawn Millard							X
Mayor Knecht							

Tax collector reported that 85% of bills have been collected.

Motion #5 was moved and seconded (Mike Rodgers/Dori Rankinen) to adjourn at 8:05pm

Motion #5 carries by a Unanimous Vote (6-0)

Name	Nomination	Motion	2 nd	Yes	No	Abstain	Absent
John McCormick				X			
Patrick Melloy				X			
Harry Rogers				X			
Dori Rankinen			X	X			
Mike Rodgers		X		X			
Norman Cowden				X			
Shawn Millard							X
Mayor Knecht							

Approved: *Ana Marie Baker* Date: *May 29, 2025*
 Motion: *Mike Rodgers* Second: *Patrick Melloy* Date: *May 29, 2025*