

Minutes

The Royalton Borough Council met on the above date; meeting being called to order by Council Vice President Chris Long at 7 P.M.

Pledge of Allegiance and Silent Prayer were observed.

Roll call followed: Council Members recorded present for this session were Randy Cain, Kenneth DesJardins, Chris Flynn, Jody Flynn (via phone), Justin Gilday, Chris Long, Cindy Marsh, and Michael Richards. Also present was Mayor James Fry.

Also present were Solicitor Steve Miner and Borough Manager Amy Burrell.

Visitors and residents present were Robert Givler, Leslie Givler, Kylie Hickoff, Alexa Korber, Terence Watts and Pat Wolfe.

Minutes of the May 13, 2025, meeting were presented and approved through motion by Richards. Seconded by Cain and carried.

Mayor James Fry presented the 2025 Royalton Community Scholarship to Kylie Hickoff. The Council and Mayor provided their congratulations to Kylie.

Residents and Visitors heard: Pat Wolfe 302 Rife Street- Ms. Wolfe requested that something be done about the feral cats in upper Royalton. She noted that there was just a litter of cats born by her house and this same cat has had multiple litters and she believes it is an indoor cat that is being let out. Council Vice President Long acknowledged that feral cats are an issue. The Borough has been working with Nobody's Cats for several years, but it takes volunteers to administer the program. As of right now we have one Royalton resident volunteer. The cats must be trapped, taken for their appointment and then looked after for several days before they are then released back to the community. Wolfe asked why they come back with Manager Burrell noting that rescue organizations are overwhelmed and at this time are not taking cats. The cats are returned with the hopes that the spay and neutering program will assist with controlling the population. Wolfe then asked why the owners are not required to take of the cat with Mayor Fry stating there are no laws governing cats like there are for dogs. Council Vice President Long reviewed that the Borough tried to get volunteers involved and only himself and Manager Burrell showed up to the meeting. We are relying on one individual to handle the feral cat population. Wolfe stated she would be willing to assist in trapping the cat in her yard as she is tired of the waste and cats getting at her dog. Manager Burrell will check in with the volunteer to see if she is available to try and trap in the area of Rife Street.

Communications:

From- Middletown Volunteer Fire Department- 16th Annual Sportsman's Raffle sponsorship request. Richards made a motion to donate \$100 to the MVFD. Seconded by DesJardins and carried. Gilday abstaining from the motion. Manager Burrell noted that REMA will be donating to be a sponsor of the event.

The Financial Reports were presented and approved as submitted through motion by Cain. Seconded by Richards and carried.

Schedules of Bills payable from the General and the State Appropriations Funds were presented and approved through motion by Richards. Seconded by Gilday and carried.

Engineer Report- Alexa Korber with WREP introduced herself and provided information on the two Royalton projects that WREP is considering in their group of projects to be submitted to the Growing Greener Grant. WREP had selected the Shippen Street project as it was within the DEP Environmental Justice Zone which would not require any matching funds. The second project area at Canal Street is not within the DEP Environmental Justice Zone which means it would require a match. In-kind service may be an option for the match and WREP would need to research further what could be included. Korber was forthcoming that the deadline for the grant application is June 20th, so time restrictions are an issue. Council could move forward with the design and permitting of the Shippen Street project. If it is felt the Canal Street project is a higher priority then WREP would recommend holding both projects and bundle together in future grant submissions. Richards questioned the location of the Shippen Street project and stated he felt that the serpentine stream area that was created is not working. C. Flynn stated that he feels the area along the railroad from the upper ward to the lower ward is the issue that is causing flooding along the Shippen Street project. If that is not addressed there does not seem to be a point of addressing anything further upstream. He also expressed frustration that the lower ward Canal Street project cannot work properly if the areas in Londonderry Township are not addressed. He stated the stormwater starts in Londonderry runs through Royalton and ends up back in Londonderry. With DEP restrictions Royalton cannot clean out its storm water channel and he was told the Londonderry area in the lower section is wetlands. He feels this all could be addressed if DEP allows both municipalities to cleanout and build the channel back up. Korber understood the frustration and sympathized with the DEP permitting processes. Richards stated he felt it was a waste to use funds to address the Shippen Street project if the railroad area is not being addressed. C. Flynn noted that focus should be given to the homes that are flooding before open fields. Manager Burrell asked if Londonderry Township is a member of WREP with Korber replying in the affirmative. Korber stated she can review Londonderry's goals and see if the Canal Street area is also on their project list as it seems like a potential inter-municipal grant application submission. Council Vice President Long addressed that it seems the projects should start at the river and work backwards up stream with all agreeing. Cain stated he would like to pursue DEP to reclassify the canal to a stormwater channel as primarily the area is dry until there is a rain event. Korber stated that discussions could be had but warned the MS4 regulations may also play into this. Richards questioned what HRG's involvement is with WREP. Korber stated that the County has taken back the WREP program and municipalities use their engineer and WREP will reimburse. From the discussion the consensus was to not apply for either project to the Growing Greener grant program at this time. WREP and Royalton representatives will look at potential funding opportunities in the future that could bundle both projects and/or include Londonderry Township.

Manager Burrell presented HRG's letter of agreement to complete a bridge inspection of the Burd Street bridge at the County's expense. Richards made a motion to approve the agreement. Seconded by Marsh and carried.

Mayor and Police- Mayor Fry presented the police report for May and the June schedule. Mayor Fry thanked the police officers and Borough staff for their efforts with the air show. Everything ran smoothly.

Highway- No Report

Electric- No Report

Ordinance and Sanitation- The Code Enforcement report for May was submitted and approved through

motion by Richards. Seconded by Cain and carried.

Budget and Finance- No Report

Park and Building- DesJardins reported that under 110lbs is needed for the next bench.

Fire- No Report

Planning Commission/Zoning Hearing Board- No Report

Authority Matters- Ordinance No. 273 was presented to enter into the sewer treatment agreement. Solicitor Miner reviewed that the agreement negotiations have been completed. The Royaltown Borough Authority has approved and signed a Resolution to enter into the agreement. Solicitor Miner discussed the reserve capacity fees and the anticipated capital improvement costs. The Authority will be seeking funding for the costs. Marsh asked what the impact will be on the residential sewer fees. Manager Burrell stated that the new rates are unknown at this time as the Authority is awaiting the results of a rate study. Richards made a motion to enter into the sewer treatment agreement via Ordinance No. 273. Roll call was conducted with all approving in the affirmative; ordinance passed

REMA- Manager Burrell provided information on the Middletown Craft Fair being held June 14th.

Old business- Council Vice President Long reported that MARA met and discussed the concerns of the participating municipalities. An additional meeting is being scheduled to continue discussions. Richards expressed he felt the municipalities should be involved in decisions regarding the programs and employees. Council Vice President Long stated that the agreement is being reviewed and the municipalities will then discuss staying or adjusting the agreement. Marsh asked if the coordinators are hourly or salary with Long replying salary. Gilday asked who determines the payrates with Long stating the school district. A brief review of the municipal fees was had.

New business- Manager Burrell presented HRG's recommendation to award the Borough Hall Window and Doors project to CB Construction. A cost breakdown of the components of the job was presented for consideration. Manager Burrell reviewed the areas in most need of replacement and that both options presented are above the grant funded budget. Engineering funds could be utilized in the general fund budget to offset the additional costs. Richards expressed his displeasure with the required engineering fees in grant projects rather than putting the money into tangible needs. Gilday made a motion to award the bid to CB Construction for the Base Bid, Police Entrance and Main Entrance. Seconded by Cain and carried.

C. Flynn made a motion to adjourn into Executive Session at 8:00 pm for a personnel matter. Seconded by Richards and carried.

Respectfully submitted,


Amy Burrell
Sec./Treas.