South Waverly Borough
June 1, 2026

Meeting was called to order by President Chris Wood at 6:00 p.m. Members also present were Mayor Tim Hickey, Roxanne Testen, Kenneth Bentley and Joel Hunt. Secretary Julie Lewis and Craig Lohmann were also in attendance with and Atty. Jonathon Foster, Sr. available by phone. The pledge of allegiance was recited.

Citizens – Matt Freeze from the Morning Times was in attendance along with Erin Wayman. She was asking for a review of the Fence Ordinance 500-70. She is having an issue with her neighbor that is hindering her from accessing her property to do the maintenance. As she reads the ordinance it states there is to be 3ft of space around the fence for maintenance. Where she is at, there is a couple of inches at most. Erin would like to know the intent of the ordinance and is it being applied?

Minutes – President Wood asked for a motion to approve the minutes of April 27, 2026 as written. Ken Bentley would like for the changes to be made that he sent, stating why he wanted the update to the website. With those changes he would like to make a motion to approve the minutes, with a second by Roxanne Testen. The vote was unanimous.

Financial – President Wood asked for a motion to approve the bills for May 2026 in the amount of $134,379.58. A motion was made by Roxanne Testen and seconded by Joel Hunt to approve the payment of the following presented bills. Motion was unanimous.

May 2026 Bills to be approved	
General Fund	
Apex Cleaning Pros	$ 1,020.00
Aqua PA, Inc.	$ 1,098.62
Art's Exterminating, Inc.	$ 80.00
Bishop's Full Time Portables	$ 220.00
Borough of Sayre	$ 16,050.00
Bradford County Assessment	$ 135.25
Casella Waste Systems, Inc.	$ 337.75
Chamber Choice of N.E. PA	$ 4,072.33
Danielle Lane	$ 80.00
Donna Amey	$ 80.00
Empire Access	$ 110.04
Foster Law Office	$ 10,817.12
Gannon Associates	$ 9,880.00
Gerald Robbins	$ 80.00
Harbor Freight Tools	$ 46.07
HEP Sales - North Main Lumber	$ 69.30
Jacqueline Miner	$ 80.00

Madsyn Chacona	$	80.00
Nicholas Mullen	$	280.00
Northeast ATV	$	56.94
Penelec	$	1,129.73
Pitney Bowes Purchase Power	$	73.26
PSAB	$	25.00
Robinson Contracting & Landscaping	$	840.00
Ryan Muth	$	200.00
Sayre Morning Times	$	340.04
South Waverly Borough Sewer	$	40,000.00
Teledair Communications	$	39.95
Tom's Hardware & Feed, Inc.	$	191.34
Tractor Supply	$	159.99
Valley Energy	$	821.35
W.B. Mason	$	321.75
Xerox Business Solutions	$	36.45
General Fund Total	$	88,852.28
Liquid Fuels		
B & S Construction	$	9,700.00
Bradco Supply Co.	$	395.40
Dalrymple Gravel & Contracting	$	100.78
Dandy Mini Marts, Inc.	$	312.67
Penelec	$	4,175.47
Liquid Fuels Total	$	14,684.32
Sewer		
Aqua Pennsylvania	$	90.10
Dependable Disposal	$	11,091.48
Patton's Plumbing	$	250.00
Penelec	$	454.66
Pennsylvania One Call System	$	1.00
Pitney Bowes Purchase Power	$	360.77
Valley Energy	$	55.53
Valley Joint Sewer Authority	$	18,395.03
W.B. Mason	$	107.96
Xerox Business Solutions	$	36.45
Sewer Total	$	30,842.98
Total General, Liquid Fuels and Sewer	$	134,379.58

Committee Reports:

Police – Mayor Hickey gave the police report for May there were 50 total incidents with 8 - Traffic Warning/Charges, 8- Suspicious Persons/Vehicles/Circumstances, 6- Traffic Enforcements, 6 – Public/911 Service calls among other minor infractions. With thanks to Chief Daniel J. Reynolds

Fire Department – The Financial reports were reviewed. Mayor Hickey stated they received the grant money, but have not spent it yet. The Vendor Fair is July 11-12. The agreement has not been finalized yet. Mayor Hickey would like to meet with Atty. Foster regarding the

Planning Commission – Laura Kelsall submitted his resignation for the planning commission. There was a motion by Joel Hunt seconded by Ken Bentley to accept the resignation. The vote was unanimous. Erin stated there were a few surveys that came in but did not change the trajectory of the previous power point. Next meeting of the Planning commission they will go more in-depth into the information. As far as the parking recommendations, they would like some feedback from the fire department. The facility and grounds use Ken did a good job with the side by side comparison. Atty. Foster will look at that and give the planning commission his opinion for the next meeting. Erin stated the county noted a decrease in the housing units in South Waverly as well. In 2015 there were 534 homes, in 2020 – 514 and 2024 -421. Of those, 84% were lived in by the home owner and 15% were rentals.

Sewer – The delinquent list was reviewed. The delinquent total is at $14,752.75. 30 Day notices went out.

EMC – Nothing to report

Code – This was discussed in executive.

Building and Grounds – The Aero glider and the swing were both ordered with thanks to Leprino Food and 2 other residents that made considerable donations to our park. Craig spoke to a conservation officer as older trees are becoming an issue. Would like to see us get a price to have them all removed and split the cost between the homeowners.

Streets – Chris Wood opened the only bid that was received for paving at the Borough hall. That bid came in at $79,099.00. this was tabled so that Chris can speak to Steve Kehoe. There was a motion by Joel Hunt seconded by Roxanne Testen to table the award of the bid until the June 29, 2026 meeting. Craig stated he spoke to Troy at Leprino regarding the exit area of their waste water treatment plant. The trucks are dragging the white stone out into the street and into our dry basin.

Other Business – The council reviewed the Red Cross Facility Use agreement and would like for the Red Cross to amend the Pet Addendum to remove Line 1 for animals. They will only allow service animals. This will be tabled until the Red Cross sends back the Pet Addendum to the office. There was a discussion regarding the amount of days that the office gets cleaned in a week. Currently it gets cleaned 2 times a week, on Wednesdays and Fridays. This is not needed. There was a motion by Ken Bentley seconded by Roxanne Testen to reduce that to 1 day a week, on Fridays. The motion was unanimous. The council reviewed the quote by Teledair to replace 4 phones in the amount of $1,795.00. We will pay Teledair a lower rate for phone service. There was a motion from Ken Bentley seconded by Roxanne Testen to approve the quote from Teledair. The motion was unanimous. Ken Bentley would like to see that the rest of the committees added to the website for transparency. Chris Wood stated he's not sure he wants them on the website, Roxanne Testen stated she doesn't mind having her name on there. There was more discussion regarding this, the council decided to have Julie add the committees to the website.

Legal – The council went into executive session to discuss legal pending matters at 7:29p.m. and came out of executive session at 7:54 p.m.

There was a motion to adjourn at 7:59 p.m. by Ken Bentley, seconded by Roxanne Testen the motion was unanimous.

The next meeting is June 29, 2026 at 6:00 p.m.

Respectfully submitted,
Julie Lewis
Secretary/Treasurer