

South Waverly Borough November 24, 2025

Meeting was called to order by President Roxanne Testen at 6:00 p.m. Members also present were Mayor Tim Hickey, Chris Wood, Cindy Parrish and Dr. Burdett Porter arrived at 6:23 p.m. Secretary Julie Lewis was also in attendance with and Atty. Jonathon Foster, Sr. available by phone. The pledge of allegiance was recited.

Citizens – Deb Northrup, Keith Chapman and Brent Beidleman, Jr. were in attendance to represent the South Waverly Fire Department.

Minutes – President Testen asked for a motion to approve the minutes of October 27, 2025 as written. Cindy Parrish made a motion to accept the minutes with a second from Robert Myers. The vote was unanimous.

Financial – President Testen asked for a motion to approve the bills for November 2025 in the amount of \$41,231.35. A motion was made by Cindy Parrish and seconded by Robert Myers to approve the payment of the following presented bills. Motion was unanimous.

November 2025 Bills to be approved	
General Fund	
Amazon.Com	\$ 69.90
Apex Cleaning Pros	\$ 600.00
Aqua PA, Inc.	\$ 1,121.36
Borough of Sayre	\$ 7,779.94
Bradco Supply Co.	\$ 52.50
Casella Waste Systems, Inc.	\$ 155.24
Chamber Choice of N.E. PA	\$ 3,672.86
Cooper Electric	\$ 74.10
Coursevector, LLC	\$ 619.20
CVS	\$ 13.06
Eastern Managed Print	\$ 36.45
Empire Access	\$ 110.14
Foster Law Office	\$ 3,930.00
JC Overhead Door	\$ 62.96
Kai Pan Consulting,	\$ 1,470.00
Penelec	\$ 406.81
PSAB	\$ 45.00
QuickBooks	\$ 1,166.00
Sayre Police Dept. Benevolent Assoc.	\$ 200.00
Teledair Communications	\$ 39.95

Tom's Hardware	\$ 33.98
Valley Energy	\$ 347.48
W.B. Mason	\$ 320.51
Wiles Valley Weather	\$ 1,200.00
General Fund Total	\$ 23,527.44
Liquid Fuels	
Dandy Mini Marts, Inc.	\$ 274.21
Penelec	\$ 1,443.67
Liquid Fuels Total	\$ 1,717.88
Sewer	
Aqua Pennsylvania	\$ 76.80
Dependable Disposal	\$ 10,279.96
Muni-Link	\$ 4,977.50
Penelec	\$ 160.25
South Waverly Borough	\$ 466.65
Valley Energy	\$ 24.87
Sewer Total	\$ 15,986.03
Total General, Liquid Fuels and Sewer	\$ 41,231.35

Committee Reports:

Police – Mayor Hickey gave the police report for October there were 63 total incidents with 19 Traffic Warning/Charges, 5 Suspicious Persons/Vehicles/Circumstances, 6 Traffic Enforcements, 3 Warrants Served, 2 DUI and 3 Civil Custody Disputes. With thanks to Chief Daniel J. Reynolds

Fire Department – Deb Northrup submitted a letter wanting to renegotiate the existing contract dated January 1, 2019. She stated the contract had several provisions that are either outdated, require correction or are not being implemented as written. She would like to have a fire department budget. This is needed in order to write grants. They eliminated all EIN numbers and started from scratch because there were 2 for each of the fire department and the fire police. Deb stated she can do a fit test for Craig for confined space. She said that PA is on a path to be an OSHA state. Roxanne stated that she had talked to Attorney Foster and would like to set up a meeting to discuss this on December 9th, 10th or 11th. Deb also stated that starting in January she is going to be giving financial reports and Brent will be giving a monthly report as well. Chris made a motion to review and update the contract seconded by Robert Myers. The vote was unanimous.

Planning Commission – Mayor Hickey stated that they are working to update the Comprehensive Plan. Erin Wayman has taken the lead on this task. The MOA letter was signed at the last meeting to be given to the County as they are helping with this.

Sewer – The delinquent list was reviewed.

EMC – Nothing

Code – A report was given

Building and Grounds – Today he fixed the down spout and flashing on the building and put the wreath out on the front of the building with Mattison’s bucket truck.

Streets – Craig has been cleaning up on our side of Elmira Street. Chris stated that they are going to look at getting the dip fixed at the corner of Broad and Loder Street. He said that he was helping Craig find where the forced main goes on Elmira St. because someone is looking to purchase that empty parcel to put a house in.

Other Business – The 2026 meeting dates are as follows, January 5th (reorganizational meeting), January 26, February 23, March 23, April 27, June 1, June 26, July 27, August 24, September 28, October 26, November 23 and December 28th. There was a motion to adopt the meeting dates by Robert Myers seconded by Dr. Burdett Porter, the vote was unanimous. There was a motion to purchase 2 power supplies for the sign at \$104.88 each by Robert Myers seconded by Dr. Burdett Porter, the vote was unanimous. The council would like to see a quote for a license plate camera. Roxanne asked how much we have in the playground account in order to get the ADA swing. There is \$43,165.00. That includes the \$30,000 grant from Leprino, \$10,000 from a resident that wished to remain anonymous and \$2,200 from Ron Fraley’s benefit for the playground. Dr. Porter would like to make sure that it is easily accessible and inclusive. Chris would like for the council to take a look at the playground at their leisure so that we can discuss the location of the swing.

Legal –

There was a motion to adjourn by Robert Myers, seconded by Dr. Burdett Porter the motion passed at 7:00 p.m.

The next meeting is December 29, 2025

Respectfully submitted,
Julie Lewis
Secretary/Treasurer