

South Waverly Borough September 22, 2025

Meeting was called to order by President Roxanne Testen at 6:03 p.m. Members also present were Mayor Tim Hickey, Chris Wood, Robert Myers, Cindy Parrish and Dr. Burdett Porter. Secretary Julie Lewis and Craig Lohmann was also in attendance and Atty. Jonathon Foster, Sr. was available by phone. The pledge of allegiance was recited.

Citizens – Matt Freeze from the Morning Times was in attendance.

Minutes – President Testen asked for a motion to approve the minutes of August 25, 2025 as written. Chris Wood made a motion to accept the minutes with a second from Robert Myers. Cindy Parrish abstained from the vote as she was not at the meeting. The motion was carried.

Financial – President Testen asked for a motion to approve the bills for September 2025 in the amount of \$50,429.34. A motion was made by Cindy Parrish and seconded by Robert Myers to approve the payment of the following presented bills. Motion was unanimous.

September 2025 Bills to be approved	
General Fund	
Apex Cleaning Pros	\$ 540.00
Aqua PA	\$ 1,158.54
Bishop Full Time Portables	\$ 105.00
BradCo Supply Co.	\$ 180.46
Casella Waste Systems, Inc.	\$ 154.68
Chamber Choice of N.E. PA	\$ 3,672.86
Croft Lumber, Inc.	\$ 329.86
Empire Access	\$ 109.96
Lowes Home Centers	\$ 44.50
Pitney Bowes Purchase Power	\$ 26.64
Sayre Morning Times	\$ 78.08
Selective Insurance Company	\$ 894.00
Stewart Signs	\$ 172.19
Teledair Communications	\$ 39.95
Tom's Hardware	\$ 66.45
General Fund Total	\$ 7,573.17
Liquid Fuels	
Dandy Mini Marts, Inc.	\$ 87.52
Penelec	\$ 1,443.67
Liquid Fuels Total	\$ 1,531.19
Sewer	

Aqua Pennsylvania	\$ 76.80
Bradford County Prothonotary	\$ 10.00
Dependable Disposal	\$ 10,279.96
Patton's Plumbing	\$ 575.00
Pitney Bowes Purchase Power	\$ 69.32
Valley Joint Sewer Authority	\$ 30,313.90
Sewer Total	\$ 41,324.98
Total General, Liquid Fuels and Sewer	\$ 50,429.34

Committee Reports:

Police – Mayor Hickey gave the police report for July there were 50 total incidents with 9 - Traffic Warn/Charges, 5 – Suspicious Persons/Vehicle/Circumstances, 5- Traffic Enforcements, 3 – Public/911 Service Calls, 4 – Disturbance Domestic calls among some other small infractions.

Fire Department – Mayor Hickey stated that the 2025 grant is closed out and he will be doing the 2026 grant shortly for 6 more air packs. They are trying to stagger them so that they all don't expire at one time.

Planning Commission – Planning did not meet last month. Dr. Porter stated that he drove down Keystone Ave and we have a bunch of vacant business buildings. He wondered if the Planning Commission could help bring some businesses in. He was told that is not in their scope of duties. Chris Wood stated that there might be a new business coming in at the Trinity building on Henry St.

Sewer – Craig repaired the pump on PA Ave. Craig stated the we will need to consider purchasing a new control panel for the Pennsylvania Ave. pump station. Chris said that we should consider purchasing a new pump for that station as well, instead of having to repair the one that we have. There will come a time that it won't be able to be repaired. That would come at a cost of approximately \$8,000.00. The backup battery died as well, there is a new one on order and should be here soon. The delinquent accounts were discussed. Chris stated the delinquent list looks good. Julie said that the 10 day notices will be going out as they received their 30 day notices already. Dave Everson's house was sold at Judicial Sale on September 17, 2025. Due to the amount it was sold for, there was not enough funds to pay the outstanding sewer bill. There was a motion by Cindy Parris seconded by Chris Wood to adjust the sewer bill to a zero balance. The motion was unanimous.

EMC – Nothing

Code – A report was given.

Building and Grounds – Craig stated that he is closing the pavilion tomorrow for the season as it isn't rented out for the rest of the year. Chris stated that we should look at making the hall and pavilion bathrooms ADA compliant. There was a recommendation to make them both unisex bathrooms and make one ADA compliant in the hall and the pavilion. Chris stated he would meet up with Craig to look them over and make up a plan.

Streets – Craig said that he cleaned all the silt from the side of Keystone, Howard, Pleasant, Court Streets and Pennsylvania Ave. He filled in pot holes on Howard and Division Street. He said he would like to have the exit of our parking lot fixed so that the plow doesn't get caught on the road and tear it up.

Other Business – Chris Wood stated that Dr. Thomas Horn received the approval from the Conservation district to move ahead with the borough taking over the maintenance of the storm drains at the subdivision. Chris stated he has some comments to Attorney Jonathan Foster for review but we can vote to take them over. There was a motion to take over the 10 storm drains at the St. Joseph's subdivision by Robert Myers seconded by Cindy Parrish, the vote was unanimous. There was motion by Chris Wood to accept the 2026 Non Uniform Borough Pension Plan seconded by Cindy Parrish, the vote was unanimous. There was a motion by Chris Wood to accept the 2026 Uniformed Pension Plan seconded by Dr. Burdett Porter. The vote was unanimous. The two retirement plan ordinances were tabled until the October meeting. There was a motion to tentative adopt the 2026 Budget by Cindy Parrish seconded by Dr. Burdett Porter. The council then went into executive session at 6:32 to discuss wages and returned at 6:51 p.m. Roxanne Testen stated the council declined the state recommendation for Mayor and Council pay rate increase. There was a motion to raise the compensation of the Mayor and Council President to \$1,680.00 per year paid quarterly and compensation of council to \$1,200.00 per year paid quarterly by Dr. Burdett Porter, seconded by Cindy Parrish the vote was unanimous. This only applies to newly elected officials. There was vote to advertise the proposed budget by Cindy Parrish seconded by Robert Myers. The vote was unanimous. Chris Wood asked Attorney Foster about the escrow fire insurance money that the borough has for the Fascinella property. The property has changed hands and was asked by the property owner if they were able to get that money. Attorney Foster stated he will look into it. Chris also brought to the council's attention that the Window computer program will expire October 13th and will need to be upgraded at a cost of \$1,225.00 this will be cheaper than buying new machines. There was a motion by Chris Wood seconded by Dr. Porter the vote was unanimous. Mayor Hickey stated that he has had talks with the other Mayors and they all agreed that Trick-or-Treat will be October 30th from 6:00 pm. to 8:00 pm. President Testen stated that she received a call from a resident that wants to give a significant donation to the playground.

Legal – Report was given

There was a motion to adjourn by Robert Myers, seconded by Cindy Parrishb the motion passed at 7:03 p.m. The next meeting is October 27, 2025

Respectfully submitted,
Julie Lewis
Secretary/Treasurer