

Borough of Freemansburg

600 Monroe St., Freemansburg, PA 18017

Council Meeting Minutes

Tuesday August 19, 2025-7:00 PM

➤ Pledge of Allegiance

➤ *Roll Call -all members present*

Mayor: Gerald Yob

Council President: Homer Lorrah

Council Vice-President: Jim Smith

Council Members: Charles Derr, Colleen Gallagher, Rudolph Gallich, Monica Elliott, Margaret Lorrah

Council Secretary: Ramona Ruiz

Borough Manager: Jonathan Itterly

Solicitor: Anthony Giovannini, Esq.

Courtesy of the Floor:

1. Gileon Scholl approached Council regarding the towing of her vehicle from 238 Main Street on 7/8/2025 stating the absence of no-parking signs on the street and that she is looking to be reimbursed the towing fee. Gileon also mentioned that due to the construction noise and the shaking of her home, she was unable to hear anyone knocking at her door to alert her to move her vehicle. Jonathan Itterly stated that when Police ran her plate, it was registered to another location. Council President commented that it was the responsibility of Construction Masters Services to post signs 24 hour prior to let all residents know they were unable to park on Main.
2. Shari Gallahan approached council regarding the towing of her vehicle from the 200 block on Main Street on 7/8 reiterating the absence of no parking signs. Shari stated she had a signed witness letter from Charles Sabella verifying signs were not placed on Main Street.

Council President stated that because there is no proof that the no parking signs were or were not there, they will issue both Gileon Scholl and Shari Gallahan a reimbursement of their towing fees and the Borough will contact Construction Masters Services for reimbursement.

Finance/Personnel

- Payroll Reports for paychecks dated 7/10/2025, 7/24/2025 & 8/7/2025. *Informational.*
- Bills paid dated 7/7/2025, 7/8/2025, 7/15/2025, 8/5/2025, 8/12/2025 & 8/19/2025 in view of due dates to avoid late fees, signed by council. *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. for the week of July 2, 2025, for sewer fees in the amount of (\$2,581.26) & trash fees in the amounts of (\$3,903.09). *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. for the week of July 9, 2025, for sewer fees in the amount of (\$1,237.28) & trash fees in the amounts of (\$2,430.87). *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. for the week of July 16, 2025, for sewer fees in the amount of (\$412.50) & trash fees in the amounts of (\$1,546.88). *Informational.*
- Remittance Reports from Portnoff Law Associates, Ltd. for the week of July 23, 2025, for sewer fees in the amount of (\$460.29) & trash fees in the amounts of (\$94.09). *Informational.*

- Remittance Reports from Portnoff Law Associates, Ltd. for the week of July 30, 2025, for sewer fees in the amount of (\$2,902.98) & trash fees in the amounts of (\$3,769.53). *Informational.*
- Portnoff Law Associates, Ltd Collections Summary for the collection of delinquent municipal claims through 6/30/2025. *Informational.*
- Tax Collector's Monthly Report to Taxing Districts for June & July 2025. *Informational.*
- **Resolution # 2025-24** – A Resolution authorizing the 2025 Updated Fee Schedule. ***Motion Required.***
Motion to authorize Resolution #2025-24 adopting the 2025 Updated Fee Schedule. By M. Lorrach, 2nd M. Elliott -PASS 7-0.
- Authorize Financial Requirement and Minimum Municipal Obligation (MMO) for the Borough's 2026 Pension Plan. ***Motion Required.***
Motion to authorize the MMO for the Borough's 2026 Pension Plan by M. Lorrach, 2nd M. Elliott -PASS 7-0.
- Authorize the advertisement of the Occupation Assessment Tax Ordinance. ***Motion Required.***
Motion to authorize the advertisement of the Occupation Assessment Tax Ordinance by M. Lorrach, 2nd M. Elliott -PASS 7-0.
- Authorize the advertisement of the Per Capita Tax Ordinance. ***Motion Required.***
Motion to authorize the advertisement of the Per Capita Tax Ordinance by M. Elliott, 2nd M. Lorrach -PASS 7-0.
- Authorize Application for Payment No. 10, period ending May 30, 2025, prepared by Construction Masters Services LLC for the Main Street Reconstruction Project in the amount of \$129,241.14. ***Motion Required.***
Motion to authorize Application for Payment No. 10 in the amount of \$129,241.14 to Construction Masters Services by M. Lorrach, 2nd M. Elliott -PASS 7-0.
- Authorize Application for Payment No. 11, period ending June 30, 2025, prepared by Construction Masters Services LLC for the Main Street Reconstruction Project in the amount of \$188,100.50. ***Motion Required.***
Motion to authorize Application for Payment No. 11 in the amount of \$188,100.50 to Construction Masters Services by M. Elliott, 2nd M. Lorrach -PASS 7-0.
- Authorize Contract Change Order #1 in the amount of \$74,820.00 for an increase in Class 1 Excavation quantity (Initial Estimate of 1190 Cubic Yards/ Actual was 4600 Cubic Yards). Borough Engineer negotiated Cubic Yard Unit cost from \$54 CY to \$30 CY. PennDOT Supplemental Funding Request will cover this cost. ***Motion Required.***
Motion to authorize Contract Change Order #1 in the amount of \$74,820.00 for an increase in Class 1 Excavation quantity by M. Lorrach, 2nd M. Elliott -PASS 7-0.
- ***Council Meeting Minutes: 6/17/2025 (absent-Rudy Gallich, Margaret Lorrach & Colleen Gallagher). No corrections/changes. Motion Required.***
Motion to authorize Council Meeting Minutes from 6/17/2025 with no corrections or changes by M. Elliott, 2nd J. Smith-PASS 4-0 (M. Lorrach, R. Gallich & C. Gallagher ABSTAIN).

- ***Council Meeting Minutes: 7/1/2025 (~~absent~~-Charles Derr).*** Corrections: 1.) Changed address from 113 to 117 Main Street on HC Parking line item. 2.) Changed page 2 of Payroll Report dated 6/19/25 to correct name on line item & page 1 & 2 of Payroll Report dated 6/24/25 to correct names on line items. 3.) Police Department Monthly Report for June removed. ***Motion Required.***
Motion to authorize Council Meeting Minutes from 7/1/2025 with 3 corrections by M. Lorrach, 2nd M. Elliott -PASS 6-0 (C. Derr ABSTAIN).

Community Development, Public Safety & Fire Company

- Borough Engineer recommendation letter to award the Amphitheater/Community Center Grass Seating Section Retaining Wall to Baseline Construction, who was the low bidder on PennBID. Project will be funded by two LSA Grants that the Borough received (to be distributed at meeting). ***Motion Required.***
Motion to authorize recommendation letter to award the Amphitheater/Community Center Grass Seating Section Retaining Wall to Baseline Construction by C. Gallagher, 2nd M. Lorrach -PASS 7-0.
- Review Fire Company's Treasurer's Reports for April, May & June 2025. *Informational.*
- Review Fire Company Call Run's Report for July 2025
- Condemnation update for 450 Main Street. *Informational.*
- Pennsylvania statutes for 8Pa.C.S.A 3111 - Board of Health Update from Solicitor. *Informational.*

Sewer, Sanitation, Streets/Public Works

- Review email from Maverick Corporation regarding a request from Greenlight for a reduced Engineering and Restoration Escrow for their Street Excavation Permit Application as part of their fiber optic project. The initial Escrow determined by the Borough Engineer was \$60,000. Greenlight is requesting an escrow amount of \$20,000. ***Motion Required.***
Motion to deny Greenlight's request to reduce the Engineering and Restoration Escrow for their Street Excavation Permit Application from \$60,000 to \$20,000 by M. Lorrach, 2nd J. Smith -PASS 7-0.
- Review Whitetail Disposal's Service Overview for June 2025. *Informational.*
- Review and discuss the resubmittal of the Handicap Parking Permit Application from Maria Cortes, located at 218 ½ Juniata St. which was previously denied on 12/3/2024 due to exceeding the maximum allowable spaces permitted under Ordinance #2021-001.
- Review Public Works June Report. *Informational.*

Parks & Recreation

- Letter of Intent received from Andrew Ward to become a committee member of Parks & Rec. ***Motion Required.***
Motion passed to accept Andrew Ward as a member of the Parks & Recreation Committee by M. Elliott, 2nd J. Smith -PASS 6-0 (R. Gallich-ABSTAIN).

- Letter of Intent received from Rudy Gallich to become a committee member of Parks & Rec. ***Motion Required.***
Motion passed to accept Rudy Gallich as a member of Parks & Recreation Committee by C. Gallagher, 2nd M. Lorrach -PASS 6-0 (R. Gallich ABSTAIN).
- Authorize Christ Lutheran Church on Main St to utilize the pavilion (dates and time to be determined) per email request from Stephanie Velez. ***Motion Required.***
Motion to authorize Christ Lutheran Church on Main St to utilize the pavilion 9.14.2025 by J. Smith, 2nd M. Lorrach -PASS 7-0.

Police Department

- Police Department Monthly Report for June & July (distributed at meeting). ***Informational.***
- Review letter from Gileon Scholl, a resident of 238 Main Street who is seeking a \$275.00 reimbursement for towing fees after their vehicle was towed from Main Street on 7/8/2025. ***Motion Required.***
Motion approved to reimburse Gileon Scholl \$275.00 for towing fees accrued on Main Street by J. Smith, 2nd M. Elliott -PASS 7-0.
- Review letter from Shari Gallahan requesting a \$275.00 reimbursement for towing fees after their vehicle was towed from the 200 block of Main Street on 7/8/2025. ***Motion Required.***
Motion approved to reimburse Shari Gallahan \$275.00 for towing fees accrued on Main Street by C. Gallagher, 2nd J. Smith -PASS 7-0.
- Resignation letter from Mitchell Clinton effective 8/18/2025. ***Informational.***

Mayor, Manager & Council President

Miscellaneous

Open Meeting Adjourn: 8:04PM

Executive Session: litigation, property acquisition & personnel matters

Executive Session Start: 8:09PM

Executive Session Adjourn: 8:32PM

Open Meeting Start: 8:32PM

Open Meeting Adjourn: 8:33PM

Motion to authorize Attorney to proceed with a legal filing at the Northampton County Court of Common Pleas regarding a trespassing/encroachment issue on Borough Property on Market Street by M. Lorrach, 2nd M. Elliott -PASS 7-0.