

RIEGELSVILLE BOROUGH COUNCIL COMMITTEE MEETING
Community Affairs/Utilities/Streets Properties/Finance
Municipal Building
APPROVED August 5, 2026

President Thomas Stinnett called the Riegelsville Borough Committee Meetings to order at 7:00 pm August 5, 2026. The Pledge of Allegiance, Roll Call: PRESENT: Ed Bartosiewicz, Beth Baird, Gary Chase, Rodney Scott and Thomas Stinnett. Other Present: Sherry Masteller-Borough Secretary, Jim Kopchak-Zoning officer and Frank Preddy-EMC. 3- members of the Community.

President T. Stinnett reported that before this meeting Borough Council had an executive session in reference to legal litigation.

Motion to approve July 1, 2026, Council Committee Minutes, G. Chase motioned to approve, R. Scott Seconded. Unanimous.

President T. Stinnett informed the public that Borough Treasurer Tammy Moser is resigning by the end of October 2026. This position is being advertised.

PUBLIC COMMENT: None at this time.

COMMITTEE REPORTS:

Community Affairs: Ed Bartosiewicz-Council Chairperson.

Zoning: J. Kopchak, Borough Zoning Officer, prepared his August 2026 report filed. **3-Building permits-** 1-3 season room on deck, 1-Deck and 1-Standby generator. **3-Zoning permits-** 1- 3 season room on deck, 1-Deck and 1-standby generator.

Enforcement Activities:

Property Maintenance Violations:

140 Delaware Rd: J. Kopchak will reach out to the property owner. A new violation was issued June 9, 2026, July 21 is compliance date. August 8, 2026, M. Bason, BC health dept. emailed Jim and will be issuing a second notice of violation.

428 Poplar Rd: Property owner hired a contractor, and the vegetation has been cleaned up in a dumpster. The garage door was not fixed yet. There has been great progress on cleaning up the property.

118 Sycamore Road: Jim visited the property on June 24th and observed overgrown vegetation and yard waste. A property maintenance letter was sent out June 25, and the compliance date is July 30, 2026, for removal. During the follow-up inspection on August 4, 2026, he observed vegetation hanging over the fence had to be cut back. Most of the yard waste and debris in the backyard appear to have been cleaned up. Jim will continue to monitor.

719 Durham Road: Complaint received regarding an easy-up canopy that blew off the roof. Landlord told the tenant to not have furniture on the roof. J. Kopchak stated that no occupancy is permitted on the roof deck and there are no guards for fall protection. The landlord took corrective action by installing a guard protection at the sliding door to prevent any roof access.

136 Sycamore Road: Complaint received regarding the privacy fence obstructing the site triangle. July 14, J. Kopchak inspected the intersection where the new fence was installed and observed that the fence is obstructing the required "clear sight" triangle. A zoning violation letter was sent out July 21, 2026.

ZHB (Zoning Hearing Board) meetings: None scheduled.

PA UCC DCED quarterly report was submitted to Treasurer July 7, 2026.

Library News: July 2026 director's report received and filed in the office. Jean Anthony was present from the Library Board of Trustees. September 8, 2026, will be the 50th anniversary of the opening of the Riegelsville Public Library. They are celebrating their anniversary on August 15. Adult program "Introduction to Basic Astrology" 4-part course, one part left August 8. The treasurer's position is still available. The library has Meuser Museum passes available.

PRFR (Palisades Regional Fire Rescue) News: July 2026/49 calls for the company, total 321 for the year.

Riegelsville Enhancement Committee: August 13 is next meeting.

SLETS (St Luke's Emergency and Transport Service): Stats-Dan Albee/ Operations Manager reported June-5 calls, 13-minute average time to call. Second truck is being rebranded, and the power load is being installed. Station 142 is getting the driveway repaired. Since the merger of UBREMS, there is stability for the 251 employees, only 31 employees did not go to St Lukes.

Rec Board News: 1 Girls Fall Softball team. Men's Baseball plays until end of August. The 35th Annual Fall Rollout flyer is out. Sunday November 1.

Riegelsville Emergency Management: F. Preedy reported that we have a new First Energy Representative, Marisela Fuster. Frank attended the "Friends of the canal" meeting with Tom Stinnett.

Riegelsville Planning Commission: T. Stinnett reported last meeting was on August 3. Damion Newton talked about his time with the Arborist for Easton and how he had obtained suggestions for tree plantings at various spots and the current prices for these trees. He also stated that he had talked to Beth Baird of Borough Council about the visit and the possibility of grants and grant writers.

Utilities: Gary Chase-Council Chairperson:

EPA/PADEP Service Line Inventory update: G. Chase reported that the Borough will need to send yearly letters GRR & lead status unknown to property owners by December 31, 2026. Mid November Cowan will send spreadsheets with the updates from 2026.

GLG Traffic Signal Replacement update: Pennoni Engineering sent Council the draft memorandum with the additional \$20,000.00, outlines the additional engineering services. This will be added to the August 12, Council agenda for a vote.

Stormwater Drainage System update: The Sycamore drain project PA DEP Ch 105/GP4 permit application was put together by Crystal/Cowan, Sherry assisted with the online application. There is not cost for this application.

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Riegelsville Borough Four-Year Curb Stop Repair/Replacement Program update: Work change directive #1 for curb replacement adjacent to the work performed under the contract at 102 Delaware Road. The deteriorated condition of this curb is not a result of damage associated with the work. This work was not identified as part of the original project scope; however, replacement if this section of curb is necessary in order to complete a satisfactory sidewalk restoration at the work location. The contractor has provided a cost of \$3,750.00 to perform the directed work. **R. Scott motioned to approve the cost G. Chase seconded. Unanimous.** Matt Brady brought to the attention of Council that there are 2 additional emergency curb stop repairs 914 Easton Road and 220 Linden Lane. The contractor can repair/replace when the sidewalk is done. The cost is \$4,200.00. **R. Scott motioned to approve E. Bartosiewicz seconded. Unanimous.** Council received the updated Curb Stop repair/ replacement program for the 2026 Fall specs and pricing for 2027 budget and 2027 work completion. Council approved Cowan Associates to move forward putting the cost together.

New Water meters: Matt Brady discussed the need for updated new water meters with R. Scott and G. Chase. Each quarter there are approximately 10 meters that need to be repaired or replaced. They are getting hard to purchase. Council approved Cowan Associates to move forward to see what other water companies are using and the costs for budgeting.

ARRO & Riegelsville Borough Well updates: S. Masteller and G. Chase had a call with Kevin Dunn/ARRO Operations Manager in reference to Greenport Chapter 110, The customers' billing and usage are part of the Annual Consumer Confidence Report. February 2027 will start on the 2026 CCR report documents to ARRO.

Generator & Well Upgrade Discussion: "The Small Water Grant"- The end of August Cowan Associates will put together the site plan proposal and the pricing for Council.

Large Tree fell by the Borough garage update: K & R will be completed this week- the 2 invoices will be paid during August 12, bills. Eric Senior invoice will be added to Council agenda August 12, for approval.

Streets & Properties: Rodney Scott -Council Chairperson.

Borough Building Safety Score & Cert. of Occupancy: Rodney reported that Council received copies of the Code Analysis. We will need to add more emergency lighting and fire separation paint in certain areas. Rodney will go other the upgrades with Jim Kopchak/Zoning officer. I will ask Audrey/Cowan to print the large plans of the Borough building.

Durham Road small parking lot/pocket park: R. Scott is meeting with the architect at the pocket park.

Part-time Public Works Laborer update: M. Brady reported to Council that Chris started July 20th, he is doing an outstanding job. He's a quick learner and not afraid to try new things, takes direction well.

Fire house lease Discussion: The electrical quote for the Borough Garage will be added to the August 12 agenda for vote.

Finance: Beth Baird- Council Chairperson.

IT, Website updates: Viana was absent.

Revisiting previous issues that have come up: -Chicken Ordinance- they met with Jim Kopchak; Zoning Officer and they have more items to work on.

BC Board of Health-Rodent issue: Beth spoke to Poplar neighbors and no more rats. Grant opportunities and

Grant Opportunities/writing: Beth met with Damian Newton-Riegelsville Planning Commission to work on getting a grant for planting trees along the trail. On February 1st one grant opens and it is a 15% match.

PUC/ARRO invoice: The Borough never received the December 31, 2025, invoice \$1485.00. This invoice will be added to the August bills.

EMC Insurance 2026-2027 packet received.

S&M General Services LLC additional Invoice \$900.00 finish grading" Sycamore Rd Drainpipe Repair".

R. Scott motioned to approve B. Baird seconded, Unanimous

Bucks Run "Prepay oil agreement", Borough Council agreed to hold until the prices are more stable.

The July 8, Borough Council Bills will be adjusted \$13,000.00 due to the check being written 7/15. The Quote was approved April 2026 Council agenda.

The Borough Council looked over finances.

The meeting adjourned at 8:34 PM.

Next meetings:

Council Business Meeting: August 12, 2026, 7pm.

Sherry Masteller

Borough Secretary