

RIEGELSVILLE BOROUGH BUSINESS COUNCIL MEETING

Municipal Building

APPROVED November 12, 2025

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Business Council meeting to order at 7:00 pm November 12, 2025.

The Pledge of Allegiance, Roll Call: PRESENT: Ed Bartosiewicz, Gary Chase, Rodney Scott, and Mayor Viana Boenzli. Others Present: Sherry Masteller-Borough Secretary.

Motion to approve October 8, 2025, Council Meeting minutes, E. Bartosiewicz motioned to approve, R. Scott Seconded. Unanimous.

CORRESPONDENCE:

REPORTS:

President: Nothing to report.

Mayor: Viana stated that her intention is to perform marriage ceremonies and will keep accurate records if fees are received.

Report: Sherry Masteller appointed Open Records Officer (ORO)

October 2025

1-RTK received- Trett Shepard.

1- Granted.

RTKs received YTD: 21

Appeals- YTD received: 3.

Open Records Officer Hours: 2-hours, October.

COMMENTS OF CITIZENS: Three members of the Community were present. B. Ryan requested a copy of the operation and maintenance plan. S. Masteller will look into it and get back to B. Ryan.

UNFINISHED BUSINESS:

Riegelsville Treasurer position discussion and approval: G. Chase reported that they have received many resumes and interviews. **R. Scott motioned hiring H. Williams as the Borough Treasurer, G. Chase seconded. Unanimous.** *REMARK: H. Williams did not take the position.*

Approval of Letter of intent (LOI) agreement between Riegelsville Borough and the Environmental Policy Innovation Center (EPIC). **G. Chase motioned to approve; R. Scott second. Unanimous.**

Approval of Resolution R-05-25, Authorizing the filing of a Local Share Account (LSA) (Gaming Funds Statewide Grant. **R. Scott motioned to approve; E. Bartosiewicz second. Unanimous.**

Signature needed for Ownership letter for LSA grant application.

Approval to advertise the Draft 2026 Budget, Tax Rate 17.00 Mils (same as 2025) Resolution and 2026 Meeting Notices. **E. Bartosiewicz motioned to approve; G. Chase second. Unanimous.**

Approval of Cowan Associates, change order Increase \$3,800.00, "2025 Curb Stop Replacement program". **G. Chase motioned to approve; R. Scott second. Unanimous.**

NEW BUSINESS: None to report.

APPROVAL OF BILLS: GF (General Fund) \$15,160.19, WF (Water Fund) \$12,551.14, Highway Aid \$17,36.55. Total: \$39,447.88 **E. Bartosiewicz motioned to approve; G. Chase second. Unanimous.**

November 27 (Thanksgiving) & 28 - Borough Office Closed.

The meeting adjourned at 7:20 PM.

Next meetings:

Borough Council Committee Meeting: December 3, 2025, 7pm. (Community Affairs/Utilities/Streets Properties/Finance.

Borough Council Business Meeting: December 10, 2025, 7pm.

Borough Council Re-organization meeting January 5, 2026, 7pm
Borough Council Committee Meeting: January 7, 2026, 7pm.

(Community Affairs/Utilities/Streets Properties/Finance.

Sherry Masteller,

Borough Secretary