

Arendtsville Borough Council
1 Chestnut Street
P.O. Box 508
Arendtsville, PA 17303

September 10, 2025

ATTENDANCE: The monthly meeting of the Arendtsville Borough Council was held on September 10, 2025, at 6:30 p.m. at the AVS Community Center, 1 Chestnut Street, Arendtsville. The following council members were present: John Menges, Brenda Shull Pollard, Chris Swartz, John Campo, and Paula Martin. Also in attendance were Secretary Maddi Kuhn, Superintendent Ron Cooper, President Jay Johnson, and Mayor David Laughman. Absent from the meeting was council member Ken Shafer.

CALL TO ORDER: President Jay Johnson, called the Council meeting to order at 6:30 pm and everyone in attendance recited the Pledge to the American flag.

GUESTS: Reporter Mary Grace Kauffman, and April Jones were in attendance.

MINUTES: A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED BY JOHN MENGES TO APPROVE THE MINUTES OF AUGUST 20, 2025, MEETING. MOTION CARRIED BY A 6/6 VOTE.

BILLS: A MOTION WAS MADE BY BRENDA SHULL POLLARD AND SECONDED BY CHRIS SWARTZ TO APPROVE THE FOLLOWING JUNE 2025 BILLS: GENERAL - \$11,019.13; WATER - \$19,944.44; SEWER - \$14,834.69; PAYROLL - \$22,684.81; STATE -N/A. MOTION CARRIED BY A 6/6 VOTE.

BOROUGH SUPERINTENDENT:

- General Boro: Superintendent's report was reviewed.
- Water and Sewer:
 - The August 2025 Water/Sewer report showed the average gallons of water pumped per day were 54,032; average gallons of sewer treated per day were 48,487; average difference was 5,545.

CODE ENFORCEMENT: The August 2025 Report was not submitted.

MAYOR'S REPORT:

- The 2025 Mayor's Conference report was reviewed. A copy of this report can be found in the office. David Laughman stated that he will turn in mileage and meals later.
- August Mayor's report was reviewed.
- Trick or Treat will be October 31st, 2025. Porch lights will need to be turned on, and Maddi will post at the post office and on the website.

BUILDING AND GROUNDS:

- Hanne park cleanup will continue through the month of October. The next clean up will be October 6th, 2025, at 5pm. Council discussed about taking out the flower bed in the corner and replanting those plants elsewhere in the park. Ron or Mark would then need to level the ground there with the tractor.

- The benches in Hanne park are completed. Ron has worked hard to get them done and they look great! Karen called Hanover Architectural Products to get a quote on second pavers that are 18X18 in size. The quoted price for these is \$240.00. These would go under the benches to prevent them from sinking into the ground as they are currently doing. Council also discussed replacing the boards on the benches in front of the borough office.

FINANCE:

- Fund Balances were reviewed.
- Jay stated that everything looks good!

WATER/SEWER/HIGHWAY: N/A

PERSONNEL:

- This committee has been working on updating job descriptions for all positions in the borough. Most recently, they updated the Code and Zoning Officers job descriptions. The updated job description was approved by our Solicitor Dan Altland on September 9, 2025. A meeting will be set up with Wayne Smith, out Code and Zoning officer to go over the updated job description.
- **A MOTION WAS MADE BY CHRIS SWARTZ AND SECONDED BY JOHN CAMPO TO ACCEPT THE UPDATED CODE AND ZONING OFFICER JOB DESCRIPTION, THAT WILL GO INTO EFFECT SEPTEMBER 11, 2025. MOTION CARRIED BY AN 6/6 VOTE.**

PLANNING COMMISSION: No Meeting

MUNICIPAL AUTHORITY: July 21, 2025, meeting minutes were reviewed.

CORRESPONDENCE:

- July and August 2025 State Police Report- Reviewed
- May-August 2025 Arendtsville Fire Co. Run Report – Reviewed

OLD BUSINESS:

- A new member is still needed for the zoning hearing board. The only qualifications for this position are that the person needs to be an Arendtsville resident.

NEW BUSINESS:

- Ecycling is September 13 8-10am at the Arendtsville Borough Office. Jay Johnson is working 8-9am and Brenda Shull Pollard will work 9-10am.
- Trash Pre-Bid Meeting is 9/11/25 at 2pm at Franklin Township. Jay Johnson, Karen Menges, and Maddi Kuhn will be in attendance.
- The borough office has received thank you letters from multiple businesses that we sent donations to. Those thank you notes and cards are in the office if anyone wants to read them.
- The 2026 Budget wish list was handed out at the beginning of the meeting. Those are due back to Maddi Kuhn no later than the next meeting, on October 8, 2025.

EXECUTIVE SESSION: N/A

RECONVENE:

TABLED BUSINESS:

- 660 Winding Road Water Agreement (Karen)
- Sidewalks (Karen)

- General Code (Karen)
- Newsletter (Maddi)
- Hometown Hero: (Maddi)

WORKSHOPS, SEMINAR, CONFERENCES:

ANNOUNCEMENTS:

Office closing at 1:30 on September 11th, 2025 for the trash pre bid meeting

There being no further business, **A MOTION WAS MADE BY JOHN MENGES AND SECONDED BY JOHN CAMPO TO ADJOURN THE MEETING. MOTION CARRIED BY AN 6/6 VOTE.** Meeting adjourned at 7:14pm.

NEXT MEETING: October 8, 2025: 6:30 pm

Respectfully Submitted,



Madeline D. Kuhn
Arendtsville Borough Secretary