

**Towanda Borough Council**  
**Aug 4 , 2025**  
**Regular Meeting Minutes**

The Towanda Borough Council held its regular meeting at the Towanda Borough Municipal Building on Monday, August 4, 2025. The meeting was called to order at 7:01 PM.

**Council Members Present:** President Ryan Eberlin, Vice President Mark Christini, Jean Miller, Philip Roof, William Kovalcin, Jonathan Schulze, Michelle Hatch, Joe Saring and Gary Parks.

**Others:** Mayor Garrett Miller, Borough Solicitor Fred Smith , Borough Police Chief Randy Epler, Borough Manager Stacy Schoonover, Borough Secretary Leigh Vargason, Jack and Pam Young, Pat Walker, Mr Bradford

**PUBLIC COMMENTS/CONCERNS**

Pat Walker from 327 Pine Street addresses issues with flooding due to a faulty drop basin and curb placement describes extensive water damage to their basement and surrounding areas, including a rock wall and concrete shifting.

Jack Young from 705 South Fifth Street commends the work done on his block, especially during a recent storm, expresses concerns about future expectations, communication, and property damages. Emphasizes the need for clear communication and timelines for street and driveway repairs.

**APPROVAL OF MINUTES**

A motion to approve July 7, 2025 minutes was made by W. Kovalcin, seconded by G. Parks. The motion carried unanimously.

**FIRE CHIEF REPORT**

Chief Sheets reported;

- July had 15 calls, no major incidents.
- Sheets and Roof plan on attending Township meeting to discuss financial help for new tanker
- Used tanker trade in value \$60K plus.

**FIRE BOARD REPORT**

Mr. Parks stated there was nothing new to report.

**MAYOR REPORT**

- Mayor Miller- Last concert in the park Thursday Aug.7, Want to thank Gary and Charlotte Parks for all their hard work.
- Looking forward to Riverfest coming up, we're trying some new things with less music this year. Appreciates the people that do volunteering, looking for more volunteers if anyone wants to help out.

**POLICE CHIEF REPORT**

Chief Epler reported:

- K-9 vehicle was picked up; some additional cost will be added for radio and computer mount schedule for Wed. Aug, 13
- Corporal Bellows, Officer Wills and Officer Hennessy attend 3-day schooling, for active shooter event on how to work together.
- Office Hennessy attended K-9 training with Hades in Kingston PA. for tracking and article search.
- Office Carpenter completed Civil Service Exam.
- Computer down in Dodge, making it unable to write citations.

5	NON-TRAFFIC CITATIONS	5	THEFT REPORTS
2	DUI ARRESTS	3	ANIMAL COMPLAINTS
58	DISTURBANCE CALLS	0	VEHICLE DOORS OPENED
2	VEHICLE ACCIDENTS	11	WARNINGS ISSUED

0	OUT-OF-TOWN ASSISTS	7	MENTAL HEALTH CALLS
5	CRIMINAL ARRESTS		

### **POLICE COMMITTEE**

- The drop program for police officers, clarifying the financial implications and benefits. Discussion about the potential for additional contributions to the MMO and the need for further clarification, seeking additional information from the actuary to resolve any confusion.
- Plate readers, need two at \$40 per month

### **CODE ENFORCEMENT REPORT**

- Barry attended Plumbing class in Bloomsburg
- The Code Enforcement Report is included

### **PUBLIC WORKS/CODE ENFORCEMENT COMMITTEE REPORT**

### **BOROUGH MANAGER REPORT**

- **YMCA**

Approval of End- of -Year Animal Sanctuary Dog Swim Day Sept. 7. Will have Release of Liability and participate agreement.

- **CLOSURE**

September 26, 5pm to 7pm Annual Celebration of Bradford County approval to block 6 parking spots along both sides of Court House for food trucks. 1<sup>st</sup> motion M. Christi, 2<sup>nd</sup> motion J. Miller.

August 30 9am to 4 pm Community Yard Sale approval to close lower part of Pine Street. 1<sup>st</sup> motion M. Hatch, 2<sup>nd</sup> J. Saring.

- **Merrill Parkway**

The cracks have been filled with asphalt and seal coated, walkway has been repaved.

Mowing has been busy cleaning overgrown brush.

Leonard Frawleys family placed a memorial rock with plaque on parkway

- **Security**

Municipal Building doors have been updated with fob access only, a one-time fee of \$18,000 no additional fees

- **RESOLUTION # 2025-5**

Appointment Leigh Vargason Towanda Borough Council Secretary/Treasurer. Motion made M. Hatch, 2<sup>nd</sup> W. Kovalcin. All in favor

### **BOROUGH SOLICITOR SMITH**

- Zoning Ordinance amendment, pertains to home occupations. Presently, the way code its set up, has a number of home occupation professionals that you can do, but you have to get a permit. The current ordinance says you have to go to the Zoning board which is a \$1,000 expense to ease regulations a little bit and still get the same result. Now puts that authority to grant those permits on Code Enforcement. Motion to refer to County Planning and then publish for enactment at next council meeting after county comment is received. Motion W. Kovalcin 2<sup>nd</sup> M. Hatch, all in favor
- Camping Ordinance (1) prohibits camping or storage of personal property (including camping paraphernalia) on public or private property, except with private property owners' consent and not for more than 2 consecutive nights in the case of camping on private property. (2) Allows camping for special events with permit issued by the Code Enforcement Officer for a fee set from time to time by council by resolution. (3) Allows Code Enforcement Officer is issue rules, regulations, and conditions for permitted camping and revoke a temporary permit if deleterious conditions exist. (4) Establishes penalties and an enforcement procedure in the case of violations. Motion to advertise amend chapter 195, J. Saring motion 2<sup>nd</sup> G.Parks all in favor to advertise
- Solar Ordinance pending.

**EXECUTIVE SECTION start @ 7:48 pm end @ 8:00pm**

Union related-related dispute, and legal matter pertaining to a potential claim to property damage.

**BOROUGH SECRETARY**

**FINANCIAL & ADMINISTRATIVE REPORT**

A motion was made by W.Kovalcin, 2nd J. Miller to pay the bills. The motion passed unanimously.

**UNION SUB-COMMITTEE**

R. Eberlin stated there was nothing further to report.

**PLANNING COMMISSION REPORT**

Vacant seats- Letters of interest Kelly Shay, and Carol Ann Westafer, Planning Commission made the motion and approved. After review letters of interest Motion to approve Kelly Shay made by M. Hatch 2<sup>nd</sup> W. Kovalcin. Motion to approve Carol Ann Westafer made by W. Kovalcin 2<sup>nd</sup> J. Miller

**RECREATION REPORT**

Riverfest money is flowing in, changes to Riverfest more food trucks, and less live music.

**TMA/WTMA/REPORTS**

Minutes enclosed.

**LIBRARY REPORT**

Need to fill board, after April leaving

**OTHER**

R. Eberlin asked if any interest in Tax Collector, Mayor Garrett Miller stated his wife is interested

**ADJOURNMENT**

A motion to adjourn was made by W. Kovalcin. The meeting was adjourned at 8:15 PM.

Respectfully Submitted,

Leigh Vargason  
Towanda Borough Secretary