

**Towanda Borough Council
December 1, 2025
Regular Meeting Minutes**

The Towanda Borough Council held its regular meeting at the Towanda Borough Municipal Building on Monday December 1, 2025. The meeting was called to order at 7:00 PM.

Council Members Present: President Ryan Eberlin, Vice President Mark Christini, Jonathan Schultz, , William Kovalcin, Joe Saring, Gary Parks, Philip Roof, and Michelle Hatch

Council Member Absent: Jean Miller

Others: Mayor Garrett Miller, Borough Solicitor Fred Smith, Sergeant Lantz, Borough Manager Stacy Schoonover, Borough Secretary Leigh Lattimer, and Daily Review Reporter

PUBLIC COMMENTS/CONCERNS

No public concerns, or comments

APPROVAL OF MINUTES

A motion to approve November 3, 2025 minutes was made by W. Kovalcin, seconded by M. Hatch. The motion carried unanimously.

FIRE CHIEF REPORT

Fire board member Sheets reported

- No report due to new reporting system through the county. Will have total numbers of calls for Borough Secretary for billing purposes
- Reports of an average months 23 calls
- Ladder Truck is still out of service, will be out 12 weeks waiting on parts coming from factory. Managing calls with the help from Wysox Dept.
- Chief Sheets will meet with Borough Manager Stacy and President Ryan Eberlin on fund for new truck.

FIRE BOARD REPORT

- Still working on funding for tanker, nothing else to report.

MAYOR REPORT

- Looking forward to Hometown Christmas Dec 5, and 6.
- Thanked the Towanda Amvet riders for donation the proceeds from their ride to Veterans Memorial.

POLICE CHIEF REPORT

Sergeant Lantz

- Process of bringing offices up to standard continues, getting rid of junk, new lighting, and painting. Metal doors are ordered.
- The department has been active in public relations, including talks with kids at the YMCA on personal fitness and police officers' duties, and job.
- Met with Safe House staff held with security and answered question.
- Officers were involved in the Free Thanksgiving hand out at the YMCA, directing traffic and helping with flow.
- Assisted with a large drug bust in the valley.
- Participated in a Blue Mass at St. Agnes School
- Extra patrols for impaired driving detection over the holiday season.

POLICE COMMITTEE

- Reports on the Police Departments efforts in making criminal arrest and the positive feedback from the public

CODE ENFORCEMENT REPORT

- The Code Enforcement Report is included

BOROUGH MANAGER REPORT

- Startup of Edmunds new software for payroll and finances, utility billing will start after first of year.
- Asking for approval to display the 2026 budget, total Tax Millage 23.56 1st motion W. Kolvalcin, 2nd M. Christini motion carried unanimously
- Front office windows will be getting mirrored tint; payment window has been ordered.
- Freightliner has arrived at the dealers; this will replace yellow Sterling. Bradco does the outfitting. LSA grant received last year for equipment purchase will pay \$119,769 for the truck and \$90,919.66 for outfitting. This is the remain amount of the grant.

BOROUGH SOLICITOR SMITH

- On-going work with Barry on property maintenance issues and zoning matters.

BOROUGH SECRETARY

- Online training for "Your Role as a Municipal Secretary" has been beneficial it is a 2 month once a week for 1.5 hrs.
- Attended Towanda High School Environmental Science mock town meeting, and the junior class mock interviews, enjoyed participating in both. And begin part the learning for young adults.
- Resolution **2025-9** Appoint Borough Manger Stacy Schoonover to CBPA as a board member. Motion made by W.Kolalcin, 2nd M. Hatch The motion passed unanimously.

FINANCIAL & ADMINISTRATIVE REPORT

- A motion was made by J. Saring, 2nd M. Christini to pay the bills. The motion passed unanimously.

PLANNING COMMISSION REPORT

- November's meeting was postponed, next meeting December 18, 2025

RECREATION REPORT

- Great turn out for Pumpkin Roll, Thanking Joe Saring for purchasing of Pumpkins.

TMA

- Minutes enclosed.
- TMA Authority chapters 243,9 and 318 have not been updated since 1980, TMA has made a motion to have their solicitor, Morgan Madden work on this. Motion on the table to allow Fred to move forward and work with M. Madden to work on updating these chapter motion made by W. Kolalcin 2nd G Park The motion passed unanimously.

EXECUTIVE SECTION STARTED @ 7:46 ENDED @ 8:11

Police personnel matters, and Salary discussions.

POLICE CHIEF RESIGNATION

- Motion made to accept resignation letter 1st J. Saring 2nd M. Hatch The motion passed unanimously.
- Promotion of Sargent Lantz to Chief Motion made by J. Saring 2nd W. Kovalcin The motion passed unanimously.
- Official Oath of Office David Lantz to Towanda Borough Police Chief

LIBRARY REPORT

- Reports, budget and 2026 hours enclosed.

WTMA

- Minutes enclosed

ADJOURNMENT

A motion to adjourn was made by W. Kovalcin. The meeting was adjourned at 8:23

Respectfully Submitted,

Leigh Lattimer
Towanda Borough Secretary