

**Towanda Borough  
Reorganization & Regular Council Meeting Minutes  
January 5, 2026**

The Towanda Borough Council Reorganization & Regular Meeting was held on Tuesday, January 5, 2026 at the Borough Municipal Building, 724 Main Street, Towanda, PA.

**Council Members Present:** Mr. Eberlin, Mr. Schultz, Mr. Christini, Mrs. Hatch

**Council Members Elect:** Mrs. Miller, Mr. Kovalcin, Mr. Saring, Mr. Parks

**Member Absent:** Mr. Roof

**Others:** Mayor Miller, Fred Smith (Borough Solicitor), Police Chief Lantz, Office Bellows, Code Enforcement Barry Thrush, Manager Stacy Schoonover, Secretary Leigh Ann Lattimer, Fire Chief Bill Sheets, Mr. Bradford, Mrs. Bellows, Mr. & Mrs. Moiser, Daily Review reporter

**Oath of Office** District Magistrate Edsell Administered Oath of office to: Mayor Elect Miller.

Mayor Miller administered the Oath of Office to: Mrs. Miller, Mr. Kovalcin, Mr. Parks, Mr. Saring

- Mayor Miller opened the nominations for Council President.  
Mr. Kovalcin made the motion to nominate Mr. Eberlin for President of Council, seconded by Mr. Schulze  
There were no other nominations; nominations were closed with a motion from Mr. Christini, Mayor Miller called for a vote of Council; all were in favor unanimously. Motion carried. Mr. Eberlin is President.

- Mayor Miller asked for nominations for Vice-President.  
Mrs. Hatch made a motion to nominate Mr. Christini, seconded by Mr. Kovalcin There were no other nominations; nominations were closed with a motion from Mr. Parks, Mayor Miller called for a vote of Council; all were in favor unanimously. Motion carried. Mr. Christini Vice President

- Mayor Miller congratulated the elected officers and turned the gavel to Council President Eberlin to officiate the remainder of the reorganization meeting.

- President Eberlin asked for nominations for President Pro Tempore of Council.  
Mr. Parks made a motion to nominate Mr. Kovalcin for President Pro Tempore of Council, seconded by Mr. Christini There were no other nominations; nominations were closed with a motion from Mrs. Hatch, President Eberlin called for a vote of Council; all were in favor unanimously. Motion carried. Mr. Kovalcin is President Pro Tempore.

**PUBLIC COMMENTS/CONCERNS**

Mr. Moiser of Charles Street express frustration with the Tax Collectors Department availability, responsiveness and lack of clear guidelines. President Eberlin provided insight into the structure of the tax collectors role and explains the part time nature of the tax collectors and challenges of managing phone calls and appointments, suggests that the borough could improve by directing phone calls through the borough office for better triage.

**APPROVAL OF MINUTES**

A motion to approve December 1, 2025 Regular Meeting Minutes was made by W. Kovalcin, seconded by M. Christini. The motion carried unanimously.

A motion to approve December 29, 2025 Special Meeting Minutes was made by M. Hatch, seconded by J. Miller. The motion carried unanimously.

**FIRE CHIEF REPORT**

#### Fire board member Sheets reported

- County's new reporting system is up; all the old information still has not come over yet they are still working on that. Manually entering everything. Fourth quarter reports have been given to Borough Secretary for billing.
- Average months of calls, Closing out the year with 169 calls
- Still waiting on Ladder Truck part from factory.

#### FIRE BOARD REPORT

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

#### MAYOR REPORT

Oath of Office: Sergeant Bryan Bellows

#### POLICE CHIEF REPORT

Sergeant Lantz

- Congratulates Sergeant Bellows, Thanks him for all the help, Bellows is actively looking for County, and State grants.
- All moved in to the new office across the hall, I T was there to assist.
- Officer Cambell attended DTF supervisor training, which is required by the task force. He is overseeing our agency in conjunction with the task force.
- Officer Hennessy attended canine training. He and canine Hades did have a call out again this month for another incident involving Towanda PD officers with a narcotics issue.
- Officers participated in various aggressive driver DUI and seatbelt patrols; they were involved in the Christmas Parade.
- The total amount of calls for service is about 3400, a little more than previous year.

#### POLICE COMMITTEE

- No December meeting

#### CODE ENFORCEMENT REPORT

- The Code Enforcement Report is included, December was a little busier on the permit side.
- Unable to do park mobile recording due to change in reporting.

#### BOROUGH MANAGER REPORT

- Lease of 2 Police Interceptor Utility Vehicles
- The Borough TextMyGov program allows us to send out information and alerts to residents, also allows residents to inquire about Borough Activities, Ordinances, Permits, also allows them to report Code Issues, Water Leaks, any complains. Is a program we pay for, needing to get it out to the residents to take advantage of.
- Start up of Edmunds software week of January 12
- Meeting with LWCF January 7, on the Third Ward Park grant. Engineer Chris Foster with Stifler McGraw will be joining.

#### RESOLUTION 2026-01

**Lease (2) Ford Police Interceptor Utility Vehicle, with Annual Payments of \$41,580, Interest rate 6.22% for 4 years, Total Paid \$166,320, Total Interest \$22,770.**

Motion made W. Kovalin, Motion 2<sup>nd</sup> by J. Saring motion carried unanimously

### **BOROUGH SOLICITOR SMITH**

- Provided updates on code revisions and ongoing legal matters, including property maintenance issues.
- Completion of the Salar Ordinance and the need for Planning Commission meeting to review it.

### **FINANCIAL & ADMINISTRATIVE REPORT**

- Mr. Eberlin and Mr. Christini met with C&N Bank on Police Pension, everything's healthy and doing good.

Executive Meeting at 7:41, for Employee Contract

Back in session at 8:09.

- Borough Manager 2-year contract  
Motion to approve W. Kovalcin, 2<sup>nd</sup> motion J. Saring Motion passed unanimously

### **PLANNING COMMISSION REPORT**

- December's meeting was postponed, next meeting January 15, 2026

### **RECREATION REPORT**

- No meeting, or activities

### **LIBRARY REPORT**

- Reports, budget enclosed.

### **TMA/WTMA**

- Minutes enclosed

### **ADJOURNMENT**

A motion to adjourn was made by W. Kovalcin. The meeting was adjourned at 8:20

Respectfully Submitted,

Leigh Lattimer  
Towanda Borough Secretary