

**West Brownsville Borough
Regular Meeting
December 9, 2025**

President, Randy Tobak, called the meeting to order at 6:00 PM.

The Pledge of Allegiance was followed by Roll Call.

Council Members present were: Mr. Black, Mr. Braddock, Mr. Pflugh, Ms. Stimmell, Mr. Tobak. Absent was Mrs. King, Mr. Toth and Mayor Lacey. Also present were: Solicitor David Tamasy, Engineer Jamie Harshman, Tax Collector Garnet Wooten, Street Commissioner Ron Costello, and Secretary Regina King.

Approval of the Agenda

A motion was made by Ms. Stimmell and seconded by Mr. Pflugh to approve the agenda with the amendment of adding an Executive Session for litigation. All in favor. Motion carried.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to go into EXECUTIVE SESSION at 6:02 PM. All in favor. Motion carried.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to return from EXECUTIVE SESSION at 6:35 PM. All in favor. Motion carried.

Approval of the Previous Meeting Minutes

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to accept the minutes of the previous REGULAR meeting and the November 25, 2025 SPECIAL MEETING minutes as written. All in favor. Motion carried.

Public Comment –

Mr. Ralph Zoerner from Waste Management was in attendance to answer any questions about the proposed contract extension. He also reminded council that the contract includes At Your Door Special Collection Program for residents to get rid of recyclable materials and items. He also answered questions about the new containers that will be distributed in 2027. Bulk pickup issues were also addressed as it's in the contract but when some residents call, they are being told that it's not because of the zip code. The list of properties was also discussed as it seems there are a lot of discrepancies of missed addresses and addresses that shouldn't be billed. Secretary King is going to try to get an accurate list to help with the accounting. This will also help with Waste Management when they will enforce their end of not picking up when the accounts aren't current.

A motion was made by Mr. Braddock and seconded by Mr. Black to approve the contract extension from Waste Management. All in favor. Motion carried.

Tax Collector Report – Garnet Wooten presented the tax collector report.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to accept the tax collector report. All in favor. Motion carried.

Secretary/Treasurer Report

Secretary King reported the following account balances as of December 8, 2025:

Account	Balance as of December 8, 2025
General	\$ 134,334.81
Capital Improvement	\$ 2,209.97
Fire Fund	\$ 4,358.12
Act 13 Fund	\$ 28,734.67
Municipal Shares	\$ 55,053.36
Center West Settlement Fund	\$ 105,533.07
State Fund	\$ 22,712.95
Street Fund	\$ 30,813.69
War Memorial Fund	\$ 3,275.23
Second Blvd	\$ 19,282.75
Escrow Fund	\$ 4,901.55
Total Cash on Hand	\$ 411,210.17

The following unpaid invoices were presented for payment:

- PA State Association of Boroughs - \$40.00 – General
- S & D Calibration Services - \$112.00 – General
- Cleveland Brothers Equipment Co. - \$3,833.11 - General
- Harshman CE Group - \$919.50 - General
- Harshman CE Group - \$459.50 - General
- Harshman CE Group - \$194.38 - Municipal Shares

Secretary King reported:

Tess Christner was the only resident with interest in the Center West Sewage Authority Seat.

A motion was made by Mr. Pflugh and seconded by Ms. Stimmell to appoint Tess Christner to the Center West Sewage Authority Seat for 2026. All in favor. Motion carried.

Secretary King is requesting approval to advertise the meeting dates for 2026.

A motion was made by Mr. Braddock and seconded Mr. Pflugh to advertise the 2026 meeting dates. All in favor. Motion carried.

Secretary King reminded the new incoming council members that they will need a notarized affidavit of residency prior to the meeting and they will need sworn in.

Secretary King reported that the new office computer has been installed. The new printer is here and she will install it soon. She wants to use up the ink she has for the old one before she switches it.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to accept the secretary report and pay the unpaid invoices from the specified accounts. All in favor. Motion carried.

Sewage Authority Report – Nothing new. They are still waiting to hear about the LSA Grants. The new bills are now going out and the online bill pay is up and running.

A motion was made by Ms. Stimmell and seconded by Mr. Black to accept the sewage authority report. All in favor. Motion carried.

Solicitor's Report -

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to authorize the solicitor to offer a condemnation fee of \$150 to Mr. Minnich for his property on Second Boulevard. All in favor. Motion carried.

A motion was made by Mr. Pflugh and seconded by Ms. Stimmell to accept the Solicitor's report. All in favor. Motion carried.

Committee Reports

Public Welfare- (Chair – Debby King, Co-chair - Pat Toth) – nothing.

Public Works – (Chair – Von Braddock – Co-chair – Jim Pflugh) – Mr. Braddock reported he received an email from Jason Theakston to extend the Second Blvd. Project after the new year. The grant money will not be affected.

Mr. Braddock thanked the street crew for a good job with the snow removal from the last storm. There was an issue with the plow. It's a power angle plow and the battery went bad so it couldn't be turned. It's now fixed. Mr. Braddock is requesting that if there are any issues or complaints from residents, council or Mayor with the street department that they be directed to him or Mr. Pflugh.

Mr. Braddock said that Mr. Costello had a question about his vacation. According to the policy, vacation has to be taken before the end of the year and cannot be carried over. Since they just started and with the weather situation, they won't be able to take vacation.

A motion was made by Mr. Black and seconded by Mr. Braddock to allow the Street Department to carry over their vacation time for this year only and it must be taken by the end of March 2026. All in favor. Motion carried.

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to advertise the Cub Cadet Zero Turn Mower on Muncibid with a reserve of \$800 and to have it close by January 4th so the sale can be approved at the January meeting. All in favor. Motion carried.

Mr. Braddock reported that he had Mr. Costello salt the walking track because it is being used daily and he doesn't want anyone to fall. We may need to invest in a broom for the future so that we can keep it clean.

Secretary King reported that Ronnie and Tommy finished the bathroom in the office and she thanked them for a job well done.

Recreation – (Chair – Andrea Stimmell – Co-chair – Von Braddock) – nothing.

Budget & Finance – (Chair – Jim Pflugh – Co-chair – Dick Black)

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to approve the 2026 Salaries and Stipends as presented with the corrections as follows:

Full time Police Position will be at \$25/hour and the stipend will be negotiable.

Part time Police will be at \$20.50/hour

Street Commissioner/Zoning/Code Enforcement at \$23/hour and a stipend of \$175/month

Full time Street Dept at \$18.50/hour with a stipend of \$175/month

Casual Street Dept Labors at \$17.50/hour

Secretary at \$19/hour with a stipend of \$125/month

President Tobak questioned the part time secretary is getting an insurance stipend but the other part time employees are not and it seems that her salary is being less with the stipend added. Mr. Pflugh stated that the salary amount is what is used for budgeting and that is not what she is being paid and council discussed the insurance stipend for the secretary at the last meeting and it was agreed upon for the secretary only. No other questions.

All in favor. Motion Carried.

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to approve the 2026 General Budget as presented. All in favor. Motion carried.

A motion was made by Mr. Pflugh and seconded by Ms. Stimmell to approve Ordinance No. 2025-373 Tax Levy Ordinance that will keep the General millage at 4.8, the fire protection to increase to 0.3 mills and the street improvement to remain at 0.4 mills. All in favor. Motion carried.

Mr. Pflugh presented information that he received from the Pennsylvania Municipal retirement services. He explained the process and the all the information that will be needed if the borough would be interested in joining and the different plans that are available. There is also a \$20/year administrative fee. He also went over the current borough contribution rates.

A motion was made by Mr. Braddock and seconded by Ms. Stimmell to authorize Mr. Pflugh to send a letter of interest to join the Pennsylvania Municipal Retirement Service.

Mr. Pflugh reported that he spoke with Washington Commissioner Chair Sherman about the Distillery Building demolition. He asked Mr. Pflugh to send an invite for them to come down to West Brownsville to review the plans. Mr. Pflugh reached out to Ms. Patty Maxon to help with coordinating this as she was

previously on council and worked at the county offices. The commissioners will be coming on December 15th for a meeting.

Personnel – (Chair – Pat Toth, Co-Chair – Debby King)

Secretary King reported that she listed the full time police officer position on Indeed and on the borough and Police Facebook Page.

Planning – (Chair – Dick Black, Co-Chair – Andrea Stimmell) –

Solicitor Tamasy reported that one of the council members has to resign from the planning commission. Mr. Black, Ms. Stimmell or Mr. Bucar will have to decide because you can only have two council members on the commission. Since Mr. Bucar isn't here tonight, they will discuss it and decide who will resign.

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to have the secretary verify all committee appointment expiring terms and advertise any open positions. All in favor. Motion carried.

Engineer Report –

The engineer report is in the packets. Mr. Harshman reviewed it and answered any questions.

Mr. Harshman brought up the Main Street Medical project. They had requested an extension on the permits and he hasn't heard anything since it was approved. Solicitor Tamasy stated that it has been taken care of and all of the extension fees are being paid.

A motion was made by Ms. Stimmell and seconded by Mr. Pflugh to accept the Engineer Report. All in favor. Motion carried.

Planning Commission Report – No meeting this month due to lack of quorum.

Code Enforcement/Zoning Office Report – nothing.

.

Mayor's Report – nothing.

President's Report –

President Tobak asked if council wanted to advertise for the mayor's position.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to advertise for the mayor's position on the Facebook Page only. All in favor. Motion carried.

A motion was made by Mr. Braddock and seconded by Ms. Stimmell to accept the President's Report. All in favor. Motion carried.

Old Business – Mr. Pflugh reported that he had a meeting with the multimunicipal program with Brownsville Borough and Brownsville Twp. They discussed the priorities of the three communities. Blight was identified so the DCED put together a scope of work of what they can do to help the communities with the blight. They would help to do a survey of the communities to identify the properties and help with grant funding and other funding to help the communities address the problems and come up with a blight task force.

A motion was made by Mr. Pflugh and seconded by Mr. Black to approve the DCED letter for the scope of work as presented. All in favor. Motion carried.

New Business – nothing.

Announcements – nothing.

Adjournment –

A motion was made by Mr. Braddock and seconded by Mr. Black to adjourn. All in favor. Motion carried.

Respectfully submitted by Regina King, Secretary