

**West Brownsville Borough  
Regular Meeting  
November 11, 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, Mrs. King, Mr. Pflugh, Ms. Stimmell, Mr. Tobak. Absent was Mr. Toth and Mayor Lacey. Also present were: Solicitor David Tamasy, Engineer Jamie Harshman, Code Enforcement/Zoning Officer Eddie Beck, Tax Collector Garnet Wooten, Street Department Ron Costello, Planning Commission Chair Stephen Bucar and Secretary Regina King.

**Approval of the Agenda**

A motion was made by Ms. Stimmell and seconded by Mr. Black to approve the agenda. All in favor. Motion carried.

**Approval of the Previous Meeting Minutes**

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to accept the minutes of the previous meeting as written. All in favor. Motion carried.

**Public Comment – None.**

**A motion was made by Mrs. King and seconded by Mr. Braddock to go into EXECUTIVE SESSION for personnel reasons at 6:02 PM. All in favor. Motion carried.**

**A motion was made by Mrs. King and seconded by Mr. Braddock to come out of EXECUTIVE SESSION at 7:01 PM. All in favor. Motion carried.**

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

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

## Secretary/Treasurer Report

Secretary King reported the following account balances as of November 10, 2025:

Account	Balance as of November 10, 2025
General	\$ 137,708.95
Capital Improvement	\$ 2,209.55
Fire Fund	\$ 4,114.21
Act 13 Fund	\$ 31,904.37
Municipal Shares	\$ 69,063.31
Center West Settlement Fund	\$ 105,254.89
State Fund	\$ 24,454.29
Street Fund	\$ 30,652.64
War Memorial Fund	\$ 3,274.60
Second Blvd	\$ 23,583.59
Escrow Fund	\$ 4,975.61
Total Cash on Hand	\$ 437,196.01

The following unpaid invoices were presented for payment:

PA State Association of Boroughs - \$206.00 - General  
Harshman CE Group - \$4,305.00 – Second Blvd Acct  
Harshman CE Group - \$260.00 – Municipal Shares  
Harshman CE Group - \$1,435.00 - Municipal Shares  
Harshman CE Group - \$325.00 - Municipal Shares  
Harshman CE Group - \$1,295.00 – Municipal Shares  
Harshman CE Group - \$325.00 – Municipal Shares  
Harshman CE Group - \$65.00 – Municipal Shares

Secretary King reported:

An email was received from Center West Joint Sewer Authority Secretary, Liz. She wanted to remind council that someone will need to be appointed to the board starting in January of 2026 for a 5 year term that will be ending in December 31, 2030.

The animal control contract for 2026 from Hoffman Kennel's was presented by the secretary. No changes are in the new contract.

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to accept the contract for 2026 from Hoffman Kennel's as the borough's animal control. All in favor. Motion carried.

Secretary King reported that the unemployment compensation audit through EMC Insurance has been completed and the payroll was 27.25% less than the estimates on the policy so there will be a refund coming.

Secretary King reported that the Waste Management contract will be expiring at the end of 2025. Secretary King and President Tobak met with the account manager and he presented the contract extension that is in the packets. There are a couple of changes in the extension. They are not wanting to pick up the garbage if the resident is late or not paying their bill which goes against our ordinance. The other thing is the two 30 yard dumpsters for spring clean up are not included in this extension. Secretary King also explained that on year two of the contract, Waste Management will provide cans to all the residents. These cans are able to be picked up by the trucks and dumped. This will save on their employees and prevent injuries.

A motion was made by Mr. Braddock and seconded by Mr. Pflugh to table the Waste Management contract until the corrections are made. All in favor. Motion carried.

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to advertise on the borough's Facebook page for anyone interest in the Center West Sewage Authority seat and have them send a letter of interest prior to the December meeting. All in favor. Motion carried.

Secretary King read an email from Patty Maxon giving the election voter turnout percentage for the borough and also thanking councilman Braddock for purchasing the Blue Spruce tree and Ron Costello for planting it at the entrance to Blainesburg.

A motion was made by Mrs. King 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 –**

Mr. Pflugh stated that nothing is new. Applications were submitted for the State LSA Grant for projects in Centerville and West Brownsville Borough's.

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** - Nothing.

### **Committee Reports**

#### **Public Welfare- (Chair – Debby King, Co-chair - Pat Toth)**

Mrs. King reported that she still hasn't heard anything on the Main Street repair. Mr. Costello stated that he has been in contact with the railroad and they are supposed to be calling him this week to get the repair work started.

Mrs. King reported that the fire company is having a Steak Fry on Saturday, December 13<sup>th</sup> that is open to the public.

**Public Works – (Chair – Von Braddock – Co-chair – Jim Pflugh)**

A motion was made by Mr. Braddock and seconded by Ms. Stimmell to hire Ron Costello as the Street Commissioner at \$20/hour with his probation continued. All in favor. Motion carried.

Mr. Braddock reported that Mr. Costello keeps a daily log of what he does and presented it to council if they want to review it.

Mr. Braddock brought up the Second Boulevard Project and wanted to discuss the right of way on the Minnich property. His understanding was that if the land owner didn't respond that we could still do the project. Engineer Harshman stated that he, the solicitor and the county had emails back and forth about options on the project. He cannot authorize the contractor to proceed on that piece of property because it is not owned by the borough. The project can still proceed and there are options on that piece of property but he needs direction from council and the solicitor on what they want to do. After discussion,

A motion was made by Mr. Pflugh and seconded by Mr. Braddock to authorize the solicitor to proceed with a condemnation on the Minich property that is needed for the project. All in favor. Motion carried.

Mr. Pflugh reported that he came up with a list of the roads that need resurfaced and paved. He presented the list as: seal Wilson Road, section of Wilson from Pittsburgh to Washington Ave., the first block of Washington down to 7<sup>th</sup> Street, Adams from 7<sup>th</sup> to 4<sup>th</sup> Street, Madison from Pittsburgh up to 8<sup>th</sup> Street, 8<sup>th</sup> Street from Madison down to Adams Ave., 5<sup>th</sup> Street from Madison down to Monroe, Ash Street and School House Alley by the old school building. It is a total of 8/10ths of a mile.

A motion was made by Mr. Pflugh and seconded by Ms. Stimmell to authorize the engineer to review the roads and come up with a cost estimate and proposal for the work that needs done. All in favor. Motion carried.

**Recreation – (Chair – Andrea Stimmell – Co-chair – Von Braddock)**

Ms. Stimmell reported that the movie night was a success despite the cold weather. There were a lot of trick or treaters and approximately 30 families that watched the movie. She is planning on doing another one in the spring.

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

Mr. Pflugh went over the draft budgets and explained them on the General, State and Municipal Shares funds.

Mr. Pflugh made a motion that was seconded by Mr. Braddock to approve the General Fund Draft Budget as presented. All in favor. Motion carried.

Mr. Pflugh made a motion that was seconded by Mr. Braddock to advertise the General Fund Draft Budget and the Tax Levy Ordinance for 2026 to increase the Fire Fund to 0.3 mills. All in favor. Motion carried.

Mr. Pflugh made a motion that was seconded by Mr. Black to approve the State Fund Draft Budget as presented. All in favor. Motion carried.

Mr. Pflugh stated that council discussed salaries and insurance stipends for the upcoming year as follows: Secretary at \$19/hour, FT police officer at \$28/hr., PT police officers at \$20.50/hr., Street Commissioner at \$20.50/hr., Street laborer at \$18.50/hr., and street casual laborer at \$17.50/hr. The insurance stipend as follows: Police Officer at \$350/month, the Street Commissioner and street laborer at \$175/month and the secretary at \$125/month.

**Personnel – (Chair – Pat Toth, Co-Chair – Debby King)** Mrs. King stated that interviews were held for the street department laborer and police officers.

A motion was made by Mrs. King and seconded by Mr. Pflugh to hire Thomas Tiernan as the full time street department worker at \$18/hour, \$150/month insurance stipend and 6 month probation. All in favor. Motion carried.

A motion was made by Mrs. King and seconded by Mr. Braddock to hire Parker Griffin as a part time police officer up to 32 hours per week at \$20/hour with a 6 month probation period. All in favor. Motion carried.

Mrs. King stated that Mr. Griffin had a request that if he was hired, that he could wear West Brownsville's uniform for his graduation ceremony. Council approved this request.

**Planning – (Chair – Dick Black, Co-Chair – Andrea Stimmell)** – nothing.

#### **Engineer Report –**

The engineer report is in the packets. Mr. Harshman was not able to be here for the meeting.

The second Boulevard Project has been awarded and the contracts and bonds are being prepared for the project and he will get them signed as soon as they are ready.

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

**Planning Commission Report** – Mr. Bucar, President, reported nothing new.

#### **Code Enforcement/Zoning Office Report –**

The code enforcement report is in the packets.

A motion was made by Mr. Pflugh and seconded by Ms. Stimmell to accept the code enforcement/zoning report. All in favor. Motion carried.

**Mayor's Report** – President Tobak read the resignation letter from the Mayor.

A motion was made by Mr. Braddock and seconded by Mrs. King to accept the Mayor's resignation. All in favor. Motion carried.

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

President Tobak will be the fill in Mayor until the end of the year and then council will appoint a new Mayor after the January meeting.

**President's Report** – nothing.

**Old Business** – nothing.

**New Business** – Mr. Pflugh stated that the DCED had reached out to him previously about the multi municipal plan and how they can help implement the plans of the three municipalities. They are writing a proposal for the community assistance program on blight in the three areas and how to address it and fund the demolitions. The contract is being developed and council will need to approve it once it's done.

Mr. Pflugh will be submitting an application for the 2027 State Wide LSA Grant for the Middle Street Storm Sewer project. It is due on November 30<sup>th</sup>. He is updating the previous year's numbers. He is requesting approval for the ownership letter and the letter for providing a match of \$55,000 from the Center West Settlement fund. The 2026 awards haven't been released yet because of the government shut down. If the State budget passes and we end up getting awarded the 2026 grant, the 2027 grant would be withdrawn.

Mr. Braddock made a motion that was seconded by Ms. Stimmell to approve the ownership letter and matching fund letter for the State wide LSA Grant. All in favor. Motion carried.

Mr. Black wanted to make council aware that Mr. Pflugh was appointed as the County LSA representative from the Tri County Borough Association and Ms. Stimmell is now the secretary of the Tri County Borough Association.

A motion was made by Mrs. King and seconded by Mr. Braddock to approve Resolution No. 10 of 2025 for the State Wide LSA Grant Application for the Middle Street Storm Sewer Project. All in favor. Motion carried.

Mr. Pflugh is asking for help getting petition signed to support the grant application to show support from the residents. Mr. Black and Ms. Stimmell volunteered to get signatures.

Mr. Pflugh reported that Secretary King and himself met with representatives from First National Bank for the online payments. He also requested that they give him CD rates. They haven't been provided yet. He would like authorization to invest \$95,000 from the Center West Settlement Fund in a short term CD once the rates are received so that we are able to get the best one.

A motion was made by Mr. Braddock and seconded by Mrs. King to authorize Mr. Pflugh to invest \$95,000 from the Center West Settlement Fund in a short term CD with the best interest rates. All in favor. Motion carried.

Mr. Pflugh presented council with the information from First National Bank for the online payment systems to accept credit card payments. There is no charge to the borough. There would be a convenience fee to the payer. This would allow online payments for permits, rental licenses, etc. They can also do tax payments if the tax collector is interested. First National Bank will set everything up and help service it. They will work with Course Vector to put it on our website.

A motion was made by Mrs. King and seconded by Mr. Braddock to authorize Mr. Pflugh and Secretary King to contract with First National Bank with online payments and remote desktop scanning of checks. All in favor. Motion carried.

Secretary King did speak to our auditor and they didn't have any issues with us doing this.

Tax collector Wooten is requesting to be included with the online payments.

**Announcements –**

The Tri County Borough Association meeting flyer is in the packets.

**Adjournment –**

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

Respectfully submitted by Regina King, Secretary