

Summit Hill Borough Council
July 16, 2025, 6:00 p.m. Borough Hall

The regular scheduled meeting of the Summit Hill Borough Council was held at the above time and place with President David Wargo presiding.

Roll Call – President David Wargo, Vice President Joseph Weber, Alan Kruslicky, Edward Kane, Solicitor Robert Frycklund and Mayor Jeffrey Szczecina were in attendance. Lacey Gonzalez, Karen Ruzicka and Marlene Basiago were absent.

Floor –

1. Joseph Barone, 728 East White Bear Drive, expressed his concerns about one of his neighbors who lives at 738 East White Bear Drive. He has been shooting loud military grade fireworks. It started off on holidays, now does it randomly and has started shooting them off after midnight. The music is so loud that he and his wife had friends over and they had to go into the house because they could not hear each other talking. The day after the 4th of July, there was firework debris all over his property and cars; the neighbors also had debris all over the property. Other neighbors are talking about it and asked if something could be done about it. This person also has a very large firepit, which is roughly 10-12 feet in diameter, and uses it to burn wooden pallets, boxes, and other materials. He is running a business out of his home, which he believes is heating and air conditioning. When he starts the fire, he pours gasoline on it, it is ripping, and embers are flying everywhere. After the large fire in Jim Thorpe, he is concerned about the size of the fires he has at his property. The business he is running generates scrap. He has a shed filled with scrap and was informed that if you walk along the Switchback, you will find water heaters all along the trail. He has called the police to report the incident with the debris from the fireworks but has no other recourse but to come to Council. President Wargo explained that they do have ordinances in place to cover fireworks, noise and burning. When the incidents are taking place, he needs to call the police. Mr. Barone stated that he has called the police a few times to report things. Mayor Szczecina said that this is a matter for the police and he and Chief Woodward will sit down with Mr. Barone to work with him to try and resolve the issues.
2. Justine Priolo, 127 East Hazard Street, expressed his concern about having to pay multiple services fees when paying bills with a credit card and asked if there was any way to make one payment for all utilities so that there is only one service charge. President Wargo stated that the Water Authority, Sewer Authority and Borough offices are separate. It costs money to process credit cards, and the law allows them to reimburse the fees, which is why they pass the fees on to the customer. Kira Steber explained that each office is their own entity with their own bank accounts, so they cannot take credit card payments for each other. Mr. Priolo asked if it would be possible to pay the bill for the year.

Minutes – Motion was made by Joseph Weber and seconded by Edward Kane to approve the meeting minutes from the June 10 and June 23, 2025 Council meetings. Motion was opened for comment; none made. Motion carried unanimously by Council.

Mayor's Report – Mayor Szczecina reported the total collected from the District Justice was \$690.55 and from Carbon County was \$172.99. He thanked the Hootenanny Committee, as well as Ronnie and Colton for preparing the park for the event. The weather was great, there was a good crowd, and it was very nice. **Motion was made by Joseph Weber and seconded by Alan Kruslicky to accept the mayor's report for the month of June 2025.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Police Report – Chief Woodward read his monthly report. **Motion was made by Edward Kane and seconded by Alan Kruslicky to accept the Police report for the month of June 2025.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Planning and Zoning – Motion was made by Joseph Weber and seconded by Alan Kruslicky to accept the Planning and Zoning report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

UCC, Code Enforcement and Rental Inspection Reports – Kira Steber noted that the rental inspections have started so they will see it on the report next month. Motion was made by Edward Kane and seconded by David Wargo to accept the UCC and Code Enforcement report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Work Leader Report – Motion was made by Alan Kruslicky and seconded by Joseph Weber to accept the Work Leader report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Tax Collector Report – Nathan Halenar, Tax Collector submitted his Tax Collector Report for the month of June 2025. Total collected was \$370.00 in Occupation Taxes, \$290.00 in Per Capita Taxes, \$12,462.97 in Real Estate Taxes and a commission of \$393.69. Motion was made by Edward Kane and seconded by Alan Kruslicky to accept the Tax Collector Report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Delinquent Real Estate Tax Report – Portnoff submitted their Delinquent Real Estate Tax Report for the month of June 2025. Total collected was \$7,243.34 in Delinquent Real Estate Taxes. Motion was made by Edward Kane and seconded by Alan Kruslicky to accept the Delinquent Real Estate Tax Report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council. President Wargo said they would like to set up a zoom meeting with Kevin Buraks of Portnoff for a discussion on other services that they offer. Council asked Kira to set up the meeting for July 23rd.

Wage Tax Report – Berkheimer submitted their Wage Tax Report for the month of June 2025. Total EIT submitted was \$14,171.31 with a commission of \$245.16 and postage charges of \$110.16. Total LST submitted was \$42.23 with no commission and postage charges of \$19.99. Total DLT submitted was \$440.00 in delinquent Occupation Assessment Tax and \$208.00 in Per Capita Tax. Motion was made by Alan Kruslicky and seconded by Joseph Weber to accept the Wage Tax report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Delinquent Garbage Collection Report – Creditech submitted their Delinquent Garbage Collection Report for the month of June 2025. Total collections from Creditech were \$18.00, from the Borough was \$2,242.50, commission owed to Creditech of \$498.38. Motion was made by Alan Kruslicky and seconded by Edward Kane to accept the Delinquent Garbage Collection report for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Receipts – Total receipts received for the month of June 2025 were \$549,038.89. Motion was made by Edward Kane and seconded by David Wargo to accept the Receipts for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Bills – General Fund \$331,538.51, Local Services Tax \$19.99, Community Center \$634.41, Street Lighting \$4,462.41, Sanitation Account \$30,265.41, Liquid Fuels Account \$2,997.74 and Rental Property Account \$1,362.94. Motion was made by Joseph Weber and seconded by Alan Kruslicky to pay the bills from June 11 – July 16, 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Committee Reports

Streets – Councilman Kruslicky put together a spreadsheet regarding the list of items for the parks that was given at the last meeting. He broke everything down by each park, noted what was already completed, what

still needs to be done, and what items need to get pricing before they move forward with them. Kathy Gieniec, President of Recreation, said they will help with purchasing mulch for the parks.

Recreation Committee –

1. Request from the Recreation Commission to hold a pound class at the Community Center on Wednesdays starting at 6:00 p.m. with the class being taught by Nicole Giancesano. **Motion was made by Alan Kruslicky and seconded by Edward Kane to approve a pound class at the Hill Top Community Center on Wednesdays starting at 6:00 p.m.** Motion was opened for comment; none made. Motion carried unanimously by Council.
2. Request from Recreation Commission to allow exercise classes on weekends on days when there are no events taking place. President Wargo was not in favor of this because the weekends are when the building is rented out and feels there will be too much back and forth with scheduling.

Building Committee – Councilman Kane presented a comparison for the past 3 years of the cost of propane and electric at the community center and fire company building. He did this so that he could see if there would be any savings if they switched over to propane on the fire company side to replace the current system. He does not feel there would be any advantage to switching over at this time. Kira Steber explained that only the community center has propane. It is difficult to compare electricity because there is only one meter for both sides. Plus, the community center still uses electric as a secondary source. Councilman Kane said he does not see a significant savings at this time to switch over to propane in the fire department.

Personnel Committee – Kira Steber stated that when Dana was hired Council agreed to give her a raise every 3 months based off her performance and was asked to give the request in writing. She added that not only is Dana managing the rental inspection program, but she has really stepped up in assisting both her and Sammi in the office by taking payments, answering phone calls, and assisting people at the window. The next step for a raise would be \$14.00 per hour as of June 23rd. **Motion was made by Alan Kruslicky and seconded by Joseph Weber to approve the request to raise Dana Digilio’s salary to \$14.00 an hour, retroactive to June 23, 2025.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Sanitation Committee – Kira Steber presented a Notice of Consent from Larry Wittig of Tamaqua Transfer. Solicitor Frycklund already reviewed it and said it is good to sign and send back. Ms. Steber said this is due to him selling the business and the notice of consent will guarantee that nothing changes with the Borough’s garbage contract for the next 4 years. **Motion was made by Joseph Weber and seconded by Edward Kane to accept and sign the Notice of Consent between Tamaqua Transfer and the Borough.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Special Purpose Parking Committee – President Wargo said they received a special purpose parking application for 8 East Fell Street. The recommendation from the committee is to deny the request due to being able to ambulate 100 feet and with no assistive device, the physician did not complete the ambulatory distance or comment on cardiac status, there is a garage in the rear of the home 52 feet away but he stated that he live mainly in the basement and has to climb 5 steps independently. **Motion was made by Joseph Weber and seconded by Edward Kane to deny the request of a Special Purpose Parking space at 8 East Fell Street.** Motion was opened for comment; none made. Motion carried unanimously by Council.

Economic Development Committee – Vice President Weber gave a brief update on a 911 Trail which has a missing gap of a walking/bike trail from Jim Thorpe to Pottsville. They asked for input from the three Panther Valley communities. It is only in the development stages but there is a large push to connect the areas together. The state is kicking it off so there will be some federal backing. It is very preliminary, and you are looking to about 3-5 years out, at a minimum, but it will happen. It can be very good for economic development in the area.

Motion was made by Joseph Weber and seconded by David Wargo to accept the Committee Reports for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Communications –

Communications for June 11 – July 16, 2025:

1. Request from Bonnie Hoffman, The Lutheran Church of St. John in the Heights, asking for assistance with traffic control from the police and fire police for the annual Switchback Scamper to be held on Sunday, September 28, 2025 starting at 2:00 p.m.
 2. Letter of Thanks from Terri Kane and the Hootenanny Committee Members regarding the 2025 event.
 3. Information from NEPA regarding the annual Networking Reception for 2025 to be held on Thursday, September 25, 2025 from 4:30 – 7:00 p.m. at the Hilton Scranton & Conference Center.
- Request from Bonnie Hoffman of the Lutheran Church of St. John in the Heights, asking for assistance with traffic control from the police and fire police for the annual Switchback Scamper. **Motion was made by Joseph Weber and seconded by Alan Kruslicky to approve the request for assistance with traffic control from the police and fire police for the Switchback Scamper on Sunday, September 28, 2025 starting at 2:00 p.m.** Motion was opened for comment; none made. Motion carried unanimously by Council.
 - President Wargo read a letter of thanks from the Hootenanny Committee members. He personally thanked the committee for all their hard work. He added that it is a great asset to the community and to business development.

Motion was made by Edward Kane and seconded by Joseph Weber to accept communications for the month of June 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

Old Business -

1. President Wargo mentioned that there are four ordinances that were presented last month that they would like to prioritize. The zoning ordinance has been finalized by the committee and is ready for the next step. In the ordinance, there are provisions for Bed & Breakfast and Short-Term Rentals but not enough to govern the regulation of them. Adult Entertainment is covered in the zoning ordinance, so no further discussion needs to take place on it. They cannot ban something like this because it would open the opportunity for a lawsuit. Council agreed to address the ordinance by reviewing the Bed & Breakfast/Short-Term Rentals first, then the Amusement Tax and then the Contractor Ordinance. Solicitor Frycklund said that ideally the regulations would be in the zoning ordinance itself because it would have the districts that allow those uses and will say to refer to the regulations in other sections. It can be separated out but can become more cumbersome. They do need to look at the regulations to adopt for both uses. President Wargo recommended setting up a workshop to look over the ordinances and asked Kira to talk to Carson about adding verbiage in the zoning ordinance to refer to the ordinance.
2. Kira Steber informed Council that the ordinance to adopt the 2024 version of the International Property Maintenance Code is still being drafted and will need to be reviewed by Ralph and Council once it is complete.

New Business –

1. Kira Steber explained that Ordinance No. 05-2025 to amend Chapter 450 of the code was not advertised. This ordinance is about winter parking and regulations. She asked if Council wanted to add to the

ordinance about dumping in borough parks this way they can advertise one time and include both amendments.

2. Kira Steber mentioned that she and Sammi met with Diversified Billing System, and they were both very impressed with what they demonstrated. The system was more than she expected, and it is everything all in one. They can do garbage billing, sewer transmission billing, rental inspections, and process payments to each account all in the same system. It will make it easier for them when it comes to credit card payments. They will be able to do online billing; they can send out the billing for them at an additional cost and they will train everyone on the system. They are working on a quote so she will have it for the next meeting. They also offered to meet with Council before they make a final decision.
3. Kira Steber updated Council on the Sewer Transmission Fee collections. She said that in April letters were sent out to all residents, which were due by June 1st. In July they sent out delinquent letters and there were a lot of letters sent. They did not turn water service off, as per the ordinance, because there were way too many people on the list. To date, they still have no idea where the letters are. The residents never received them, and they were never returned to the borough. She spoke with President Wargo and made the decision not to turn off water at this point in time. President Wargo stated that it is more important to allow people to pay the bill than it is to turn off their water especially since it is the first year.
4. Fall Cleanup dates have been set for October 18 and 25, 2025.

Motion was made by Joseph Weber and seconded by Alan Kruslicky to adjourn the meeting at 7:14 p.m. until the next regular meeting of the Summit Hill Borough on August 12, 2025. Motion was opened for comment; none made. Motion carried unanimously by Council.

David Wargo
Council President

Kira Steber
Secretary/Treasurer