

# COUNCIL MEETING MINUTES

## LYKENS BOROUGH COUNCIL

### MINUTES

Lykens Borough Council held a regularly scheduled monthly meeting Monday, October 21, 2024 at 7:00 p.m. in Council Chambers located at 200 Main Street. Kerry Teter, President of Council presided over the meeting. The Pledge of Allegiance was recited followed by roll call.

#### **MEMBERS PRESENT:**

Delton Kreiser	Kerry Teter
Harold Paul	Carole Wertz
Spencer Yates	

#### **ALSO PRESENT:**

Joseph Kerwin, Solicitor  
Bonnie Krepich, Citizen  
Jim Hoffman, Liberty Hose Co. 2  
Diana Shuller, Citizen  
John Clough, Citizen  
Angela Clough, Citizen  
Marty Sowers, Light-Heigel/Code Officer  
Jeanette M. Crabb, Secretary

#### **MINUTES:**

Upon a motion by Vice President Delton Kreiser and seconded by Spencer Yates the minutes from the September 16, 2024 monthly meeting were approved.

**CITIZENS:** John & Angela Clough addressed council in regards to a shed they would like to place at their property on Lawley Road. John advised he was present to find out the process to obtain a permit. John said he spoke with Marty and was advised he would need to meet the setback of 110 feet from the street to obtain a permit. John explained his back yard is a bank which would involve excavating.

John further explained he was told the shed would go against the ordinance and he would need a variance which involves having a zoning hearing. John advised that he understood the permit fee is \$100.00 and the hearing fee is \$650.00. The concern John expressed was losing the money since there is no guarantee he will get a variance.

President of Council, Kerry Teter advised there is no guarantee, however most variances go through.

## COUNCIL MEETING MINUTES

Mary Sowers explained our ordinance is appropriate for in town but not necessarily for where John lives on Lawley Road. Marty asked with this particular case if anyone on council opposed the application for a variance. Council agreed they had no issue with the application.

John asked if his application has to go through the variance route. President of Council, Kerry Teter advised that everyone has to be treated the same and the process is in place to be followed.

John and Angela stated there are two properties that have sheds beside their property and they wondered if those property owners went through the same process. President of Council, Kerry Teter advised that it would depend on when the sheds were placed on their properties.

Marty Sowers advised one permit was applied for and issued. Marty said the sketch plan that was used to obtain the permit was from an empty lot prior to a house being built. Marty further explained he has been the Code Officer for Lykens Borough since 2012 and all sheds have been permitted, however he cannot speak about any permits prior to being appointed as the Code Officer for Lykens.

John said he will follow the book however he does not want to be treated different than anyone else. Marty Sowers advised all applications are reviewed and treated the same. Marty explained the process to move forward.

### **SECRETARY'S REPORT**

The total deposited for the month of September was \$16,798.97.

Upon a motion by Carole Wertz and seconded by Vice Chairman Delton Kreiser, the Secretary's Report was accepted.

### **EXECUTIVE COMMITTEE REPORT**

There was nothing to report this month.

### **LYKENS PLANNING COMMISSION & COG REPORT**

There was nothing to report at this time.

### **REVITALIZATION REPORT**

There was nothing to report at this time.

## COUNCIL MEETING MINUTES

### **LYKENS BOROUGH AUTHORITY REPORT**

All members were given the September 11, 2024 monthly meeting minutes.

### **MAYOR REPORT**

In the absence of the Mayor, President of Council, Kerry H. Teter reported the following:

1. A vehicle was towed from North 2<sup>nd</sup> Street for no registration and no inspection sticker.
2. There were two (2) parking warnings issued.
3. Two (2) citations were filed with the DJ's Office for unpaid Quality-of-Life Violations that were issued.

Upon a motion by Harold Paul and seconded by Spencer Yates the Mayor's Report was accepted.

### **FINANCE COMMITTEE AND BUDGET REPORT**

Upon a motion by Carole Wertz and seconded by Harold Paul the intent to adopt the 2025 Borough Budget and advertise it for final adoption at the November 18, 2024 monthly meeting was approved. There is no proposed tax increase, the tax rate will remain at 5.17 mills.

Upon a motion by Carole Wertz and seconded by Spencer Yates the intent to adopt the 2025 Borough Highway Budget and advertise it for final adoption at the November 18, 2024 monthly meeting was approved.

Upon a motion by Harold Paul and seconded by Spencer Yates the Finance Committee and Budget Report was accepted.

### **PROPERTY AND SUPPLIES REPORT**

In the absence of Nathan Pental the secretary reported that we are waiting on a start date for Schender's Excavating to take down the pool building.

Upon a motion by Harold Paul and seconded by Spencer Yates the Property and Supplies Report was accepted.

### **PARKS AND RECREATION**

## COUNCIL MEETING MINUTES

There was nothing to report at this time.

### **PUBLIC SAFETY REPORTS**

There was nothing to report this month.

### **INSURANCE AND PENSION REPORTS**

There was nothing to report this month.

### **EMERGENCY MANAGEMENT COORDINATOR'S REPORT**

There was nothing to report this month.

### **SALARIES AND BILLS**

Ordinary and necessary expenditures that have been paid for the month of September is included on the Treasurer's report. Upon a motion by Vice Chairman Delton Kreiser and seconded by Harold Paul the Treasurer's Reports were accepted. There was no permission to pay this month.

### **SOLICITOR'S REPORT**

Solicitor Kerwin reported he is looking into an ordinance to regulate camping on public property within the borough.

Upon a motion by Carole Wertz and seconded by Spencer Yates the intent to adopt amendments to the License, Permits and General Business Ordinance was approved. The amendments will be advertised and adopted at the November 18, 2024 monthly meeting.

Upon a motion by Vice Chairman Delton Kreiser and seconded by Harold Paul the Solicitor's Report was accepted.

At this time 7:29 through 8:07 p.m. an executive session for legal matters took place.

Upon a motion by Vice Chairman Delton Kreiser and seconded by Spencer Yates permission was given to open a CD with Bank of Bird-in-Hand. The signers will be Kerry H. Teter, Jeanette M. Crabb and Deborah Ketner.

Beginning in January of 2025 Treasurer Deborah Ketner will be paid an hourly rate through payroll for up to 25 hours a month.

## COUNCIL MEETING MINUTES

Upon a motion by Spencer Yates and seconded by Vice Chairman Delton Kreiser permission was given to get quotes to replace the windows at the Borough Garage on Pine Street.

### **ADJOURNMENT**

There being no further business to come before Council, the meeting was adjourned by a motion by Vice President Delton Kreiser and seconded by Spencer Yates at 8:10 p.m.

Jeanette M. Crabb,

Lykens Borough Secretary