TENTATIVE MINUTES OF OCTOBER 6, 2026 MEETING

SHIPPINGPORT BOROUGH COUNCIL CHAMBERS

OPENING BY PRESIDENT

PLEDGE OF ALLEGIANCE

MEMBER ATTENDANCE: ABSENT –Josh Ordich. PRESENT - Michelle Erickson, Cindy Mortimer, John DePaolis, James Wilkinson, President Williams, Joe Hawthorne, Mayor Erickson.

APPROVAL OF AGENDA - Motion by James Wilkinson and seconded John DePaolis to approve the October 6, 2026 meeting agenda...motion passed unanimously.

APPROVAL OF TENTATIVE MINUTES OF SEPTEMBER 1, 2026 MEETING - Motion by Joe Hawthorne and seconded by Michelle Erickson to approve the Tentative Minutes of September 1, 2026 meeting ...motion passed unanimously.

APPROVAL OF TENTATIVE MINUTES OF SEPTEMBER 21, 2026 WORK SESSION MEETING - Motion by James Wilkinson and seconded by John DePaolis to approve the Tentative Minutes of September 21, 2026 meeting ...motion passed unanimously.

CORRESPONDENCE – None.

TREASURER'S REPORT – None.

EXPENSES:

- **VEOLIA WASTEWATER – AUGUST 2026 WASTEWATER – $6,589.34 – Motion by John DePaolis and seconded by Joe Hawthorne to approve this payment... motion passed unanimously.**

- **VEOLIA WATER – AUGUST 2026 WATER – $ 8,135.69– Motion by James Wilkinson and seconded by Michelle Erickson to approve this payment... motion passed unanimously.**

PUBLIC COMMENT — AGENDA ITEMS: **Fire Department Fans**

Elishia Hopkins reported that no quotes have been received from electricians for the installation of the fire department fans and recommended postponing this item until spring.

James Wilkinson commented that the borough should obtain the installation quote, not the fire department, as the building is owned by the borough.

President Williams inquired whether any purchases had been made yet.

Tim Goughnour reported that one fan has been donated and they are still looking for a second fan. He explained that no installation quotes have been obtained because the building and electrical wiring belong to the borough, and the department did not want to interfere.

James Wilkinson suggested that if the specifications for the second fan were provided to the borough, council could consider purchasing it if another donation could not be secured. President Williams agreed and stated that council would work with the department to move the this forward.

Tim Goughnour added that if the second fan can be obtained, installation could take place in March, with it expected to be completed by April.

COMMITTEE REPORTS:

a. POLICE – A monthly police report was submitted. Chief McGee reported that Home Depot donated trick or treat buckets to the borough this year.

   President Williams suggested installing a fence around the dumpster to deter non-residents from using it after learning that a fine had been issued last month. Michelle Erickson also brought up the $10 trash fee, considering whether it should still be charged while residential trash service is unavailable. One option discussed was continuing to collect the fee to help cover the cost of maintaining the dumpster while it remains in use. This matter will be discussed further at the next work session.

b. ROADS & BRIDGES – Jeff Mortimer mentioned that he will be mowing roads one more time before winter. James Wilkinson also inquired if leaf cleanup will be done be winter as well. Jeff mentioned that yes, he and Cindy are coordinating that too.
c. MOTOR VEHICLES & EQUIPMENT – None.
d. BUILDING/PARKS & REC – A monthly report was submitted.
e. WATER & SEWER – None.
f. EMPLOYEE RELATIONS – None.
g. BUDGET & FINANCE – None.

VEOLIA WATER REPORT – Dennis Ottaviani reported that the Midland interconnect showed slight improvement over the year but the sample taken for August was over the limit. However, the average for the quarter was ok. He mentioned that the 3rd quarter sample is normally the one that's out of compliance due to the temperatures changing. He mentioned that everything should be in compliance for the rest of the year.

Dennis reported an issue with the generator at the Allison Pump Station. Cummins quoted $8,000 for a transfer switch part, but an electrician did some trouble shooting

and determined that faulty microswitches were the problem and could be replaced at a much lower cost.

James Wilkinson inquired about the age of the switches. He also commented about the shed at the water tower and asked if it was done yet. Dennis reported that they were original and are also looking to replace the ones at the wastewater plant as well. Dennis mentioned that shed specs were submitted to the borough and were to be ordered. Jeff Mortimer reported that other Veolia employees had expressed concerns about the shed, so it was not ordered. Dennis clarified that although the issues had previously been discussed, they are now revisiting the plan to move forward with the shed.

LSSE REPORT – Jason Stanton reported that the preliminary bid plans for the community building are ready. The advertisement will be forwarded to the Borough by the end of the week, and permits will be submitted to BIU. Bids are scheduled to open November 12th, with an award planned for the November work session. Separate bids will be solicited for brick repair and siding to compare costs.

James Wilkinson inquired on the rough cost estimate for this project. Jason commented that the timeline depends on the contractor's back log. He can provide an opinion of probable cost but cannot guarantee the final bid amounts.

President Williams asked for an anticipated timeline for the work. Jason explained that the schedule will largely depend on the bidders' availability, current workloads, and how soon they can begin the project.

James Wilkinson asked whether the borough should take any precautions to winterize the building this year. Jason noted that the main concerns are keeping water, children, and animals out of the foundation.

Jason Stanton provided an update on third-party approvals for the Aligned Data Center project, including PennDOT's Highway Occupancy Permit (HOP) for roadway improvements, as well as water and sewer lines crossing the state road. Although the utility lines are privately owned, PennDOT will not allow a private entity to submit the permit. Therefore, the borough will need to file the HOP application. Jason noted that LSSE will assist Kayla with the process.

James Wilkinson asked where the utility lines would tie in. President Williams inquired on timeframes for those as well. Jason Stanton explained that the connection would be located near the park and submittal by end of October.

Joe Hawthorne asked whether bids would need to be solicited for the work. Jason Stanton clarified that no bidding process would be required, as the developer will fund the HOP and construct the utility lines using private funds. The borough's responsibility will be to submit the necessary permit applications.

BEAVER VALLEY POWER STATION PRESENTATION — Jim Graff presented that a warehouse is being planned for demolition and replacement with a new two-story office building and parking lot. He noted that they are currently working with BIU to obtain the necessary permits. He noted that construction is expected to take place during daylight hours, five days a week, with no additional deliveries, and should not disturb residents on Ferry Hill.

President Williams asked whether the old wooden train bridge near their other warehouse could also be demolished, noting that it is no longer usable and has caused trucks to become stuck. Jim Graff stated that he would look into the matter.

SOLICITOR'S REPORT — None.

UNFINISHED BUSINESS:

a. **MOTION TO APPROVE THE AWARD OF THE TRASH COLLECTION CONTRACT BY RESOLUTION – None, no bids were received.**

b. **MOTION TO APPROVE TRICK OR TREAT: OCTOBER 29, 2026 AT 6-8 P.M. — Motion by James Wilkinson and seconded by Michelle Erickson to approve trick or treat date and time...motion passed unanimously.**

NEW BUSINESS:

a. **DISCUSS/MOTION TO APPROVE THE FIRE DEPARTMENT'S REQUEST TO HIRE AN ELECTRICIAN TO INSTALL A CEILING FAN, WITH THE BOROUGH TO COVER THE COST OF INSTALLATION – None.**

b. **MOTION/DISCUSSION TO APPROVE THE PARTICIPANT ACKNOWLEDGMENT AGREEMENT BETWEEN PLATESMART AND THE BOROUGH — Motion by Cindy Mortimer and seconded by John DePaolis to approve the PlateSmart agreement...motion passed unanimously.**

c. **DISCUSS/ MOTION TO APPROVE VEOLIA CPI (Cost of Living) AGREEMENT FOR CONTRACT OPERATION AND MAINTENANCE — Council unanimously agreed to table this item until additional conditions could be included in the agreement.**

d. **DISCUSS AMMENDING ZONING ORDINANCE FOR RV'S — James Wilkinson asked what RV concern came up. Joe Hawthorne mentioned that a property along Allison Road had been discussed as a potential location for RVs for construction workers. James Wilkinson noted that the property had already been purchased by Vistra, which Jim Graff confirmed, adding that RVs would not be placed on the property. Solicitor Paganie explained that the building inspector had sent an email from a prospective buyer interested**

in placing RVs on the property, which would not be permitted under the Borough's zoning ordinance.

Council disregarded this item due to conflicting information regarding the property.

e. **MOTION TO APPROVE EMPLOYEE UPMC HEALTH INSURANCE RENEWAL FOR 2027 — Motion by Cindy Mortimer and seconded by Michelle Erickson to approve the health insurance renewal…motion passed unanimously.**

   a. **James Wilkinson abstained from voting on this matter due to a conflict of interest related to marital status.**

f. **DISCUSS AND MOTION TO APPROVE OF EMPLOYEE INSURANCE BONUS AMOUNTS — Motion by Joe Hawthorne and seconded by John DePaolis to approve the insurance bonus amounts…motion passed unanimously.**

   a. **James Wilkinson abstained from voting on this matter due to a conflict of interest related to marital status.**

   i. **$2,500 PER PERSON**
   ii. **$4,000 PER FAMILY**

g. **DISCUSS/ MOTION TO APPROVE THE 2027-2030 UNION CONTRACT – This item was tabled since the contract was not submitted in time for council to review.**

h. **DISCUSS/ MOTION TO APPROVE ONLINE WATER / PERMIT BILLING OPTIONS – The borough secretary presented an online payment option that would be available at no cost to the borough, with residents responsible for any transaction fees charged by the service provider instead. James Wilkinson commented that this item should've been brought to the water committee first and suggested referring the matter to the committee for review and having the solicitor review any proposed contracts to ensure there are no hidden costs to the borough.**

i. **MOTION TO APPROVE HERRMANN & LOLL DCED AUDIT - $5,325.00 — Council unanimously agreed to table this item.**

j. **MOTION TO APPROVE HERRMANN & LOLL TAX AUDIT - $2,100.00 — Council unanimously agreed to table this item.**

PUBLIC COMMENT — NON-AGENDA ITEMS: Elishia Hopkins announced that the Fire Department will be hosting an '80s/'90s dance on October 17th and invited council members to attend and show their support.

EXECUTIVE SESSION — Motion by John DePaolis and seconded by Joe Hawthorne that council enter into executive session to discuss litigation matters… motion passed unanimously.

RECONVENE — Motion by Cindy Mortimer and seconded by Joe Hawthorne that the executive session end and council reconvene to regular session... motion passed unanimously.

ADJOURN — Motion by John DePaolis and seconded by Michelle Erickson that the meeting adjourn, and it was adjourned at 8:25p.m.… motion passed unanimously.

Respectfully submitted,

Kayla Wilkinson
Borough Secretary