

**SHAMOKIN DAM BOROUGH COUNCIL  
COUNCIL MEETING  
MARCH 3, 2025**

The regular monthly meeting of the Shamokin Dam Borough Council was held on Monday, March 3, 2025, in the municipal building located at 42 West 8<sup>th</sup> Avenue, Shamokin Dam beginning at 7:00 P.M. President Benner presided.

**MEMBERS PRESENT:**

David Sauers, Karen Roberts, Shawn Bingaman, Charlene Bailey, Maria Brandt, Marlin Moyer, and Mark Benner were present.

**OTHERS PRESENT:**

Mayor Donald Musser, Police Chief Timothy Bremigen, Secretary LaDawn Leitzel, Solicitor Robert Slivinski, David Bobb, Mike Thomas, June Stark, Donald Harris, and Michael Dunigan were present.

The meeting was opened with the “Pledge of Allegiance.”

**PREVIOUS MEETING MINUTES:**

A motion was made by Councilman Bingaman to approve the Council minutes of February 3, 2025, and Workshop minutes of February 20, 2025, seconded by Councilwoman Roberts, and approved by all.

**VISITORS:**

David Bobb – David Bobb requested that the Borough send a letter to PENNDOT regarding the safety of pedestrians on Eleventh Avenue.

Fire Company – President Dunigan mentioned that a company reached out to the fire company regarding installation of solar panels on commercial buildings, and questioned whether Council would have an objection to the project prior to gathering information. Mayor Musser questioned as to the age of the roofs. Mr. Dunigan answered that the social hall building roof was replaced ten years ago with 30/40-year roofing shingles and the truck room roof was replaced eight years ago.

Mike Thomas, Meck Teck Engineering, Bloomin’ Bagels, Preliminary Site Plan – Mike Thomas reviewed a final land development plan for Bloomin’ Bagels that would be located at the Colonial Village Plaza along May Avenue. Don Harris is in the process of purchasing this property and possibly break ground in May or June with anticipated fall opening. Mike Thomas requested conditional approval of the final land development plan upon after land is transferred, then change the ownership to Don Harris on the plan (after sales agreement), letter of credit, water/sewer applications are submitted to the Borough and ESCRA and verify other utilities and requested 120 days to meet the conditions. A motion was made by Councilman Moyer to conditionally approve the final land development upon the land transfer change the ownership on the plan, letter of credit, utilities, and 120 days to meet the conditions, seconded by Councilwoman Brandt, and approved by all.

Mike Thomas, Don Harris, and Michael Dunigan left at this time.

**COMMUNICATIONS:**

Eighteenth Annual Golf Tournament – The Eighteenth Annual Golf Tournament presented by Sunbury Generation, INSA, and Hummel Station LLC will be held on Wednesday, June 25, 2025, which benefits the Monroe Township Recreation and Shamokin Dam Borough Parks.

**OTHER BUSINESS:**

Shred Event – The shred event will take place at the Borough office on Friday, May 16, 2025, between the hours of 9:00-11:00 AM.

Annual Cleanup – The Annual Cleanup will be on Monday, May 5, 2025.

Spring Newsletter – March Mailing – Secretary Leitzel presented the spring newsletter anticipated mailing by March 7, 2025.

Borough Picnic – Council discussed holding a Borough Community picnic in year 2025. The council recommended holding the picnic on Sunday, September 7, 2025, because of park scheduling conflicts. The planning for the community picnic was sent to the Recreation Committee.

Physical Access Control System Recommendation – Councilman Moyer reviewed the Public Safety committee findings: background, assessment, and recommendations. The recommendation was to move forward in a phased approach with the primary focus being security and safety at our borough office, and contract with DirSolutions LLC to provide the services. The committee recommended approval of phase 1a and phase 1b. Phase 1a – maintain existing physical exterior doors, Install a door entry system for both public accessible exterior doors which includes: individualized key fobbed access, 2 monitoring/access allowance stations, capture a still image when the door is accessed, local installation of door management software and remote support, Install a key fob entry reader on the private police entrance, target completion date (6 week lead time): May 2025, Cost: one time \$8,832.50 and monthly \$4.99. Phase 1b – Borough crew completes the following items: Install smoke/co detectors as appropriate throughout the building, replace the current evidence room door with a solid wood door, install a door for the police secretary area (frame already exists), Target completion date: April 2025. Cost: one time \$700 (Approval not to exceed \$1,000.00). Phase 2 – Install a video surveillance system for the borough office, Considerations, Target completion date: September 2025. Cost: one time \$7,899.50 and monthly \$12.99 (5-year commitment and warranty). Future phases – Recommended the public safety committee and property committee collaborate to understand future needs of the borough and plans for overall property utilization while considering recommendations.

A motion was made by Councilman Bingaman to approve Phase 1a and Phase 1b of the recommendation from the Public Safety committee, seconded by Vice President Bailey, and approved by all.

Workshop/Committees – Council decided to hold committee meetings with the three members assigned and hold workshop meetings if additional input is needed. Councilwoman Roberts replaced Councilwoman Brandt on the Finance committee and Councilwoman Brandt replaced Councilwoman Roberts on the Property & Supply committee.

Councilwoman Brandt suggested that Central Keystone COG be placed under open business items due to the fact of not receiving any updated reports and the fire company because of not receiving the monthly financial statements.

Councilwoman Roberts mentioned that she had spoken to someone last year that deals with code enforcement, and that person would attend a meeting to review ordinance possibilities, suggestions for upgrading the current code of ordinances, and perspective on how to enforce and get results. President Benner suggested that Councilwoman Roberts contact this person to find out when they would be available for a meeting.

**OPEN BUSINESS:**

Flood Mitigation – President Benner had nothing to report at this time.

Junior Council Person – Councilman Moyer anticipates additional information at the April Council meeting for a potential candidate.

Security System – Councilman Moyer covered this topic under the Physical Access Control System Recommendation portion.

Financial Operational Risk Assessment – Vice President Bailey reported that it is recommended that the Borough develop policies and procedures to establish internal controls. The Finance Committee agreed to initiate monthly review and reconciliation of bank statements with the Borough Manager, Borough Secretary, to include some members of the finance committee. At a previous Council meeting the recommendation to use an external individual to conduct a review of the financial processes was forwarded to a workshop. The Finance Committee recommends that this is not necessary and is requesting that the change of direction should be noted in the Council minutes. The Finance Committee members recommended that the Finance Committee review monthly financials and requested that the workshop scheduled for March 20, 2025, to address financial risk be postponed pending the development of the policies and procedures identified.

Open Recreation Equipment – Councilman Bingaman and Manager Hovenstine gathered information and applied to grants for the Borough parks. No response currently.

Sewer Lateral Line Inspection – Councilman Sauers stated that the Water/Sewer Committee met and recommended pursuing the inspection and will bring the subject to Council later.

**MAYORS REPORT:**

Police Chief Bremigen stated that the February 2025 police report will be emailed.

Mayor Musser reported that an officer will be utilizing sick time due to personal injury.

Police Chief Bremigen updated the Council on quality-of-life ordinance incidence, recommended body cameras for a future discussion, Elaine Morgan and the Police Chief completed evidence training. Elaine Morgan became Clean certified for NCIC entries.

**MANAGERS REPORT:**

Main Reservoir Compartment #2, 3, & 4 Rehab – A proposal was received to complete the remaining three compartments: In year 2026 compartments 2 & 3 would be completed at a cost of \$31,938.00 each, in year 2027 compartment 4 would be completed at a cost of \$33,069.00. A motion was made by Councilman Moyer to approve the proposal to rehab the main reservoir compartments 2, 3, and 4 at a cost of \$96,945.00, seconded by Councilman Bingaman, and approved by all.

**SOLICITORS REPORT:**

Solicitor Slivinski stated that the proposed ordinance regarding the mayor's compensation would be available for adoption at the April 7, 2025, Council meeting.

**PLANNING COMMISSION:**

A Planning Commission meeting was held on Wednesday, February 12, 2025, to discuss the final land development for Bloomin' Bagels. The Planning Commission recommended conditional approval of the final land development plan for the proposed location of the Bloomin' Bagels.

**REPORT OF COMMITTEES:**

A Workshop was held on Thursday, February 20, 2025, to discuss mayor compensation-council members recommended that the compensation be set at \$100.00 per month \$1,200.00 per year, Berkheimer Tax Collection-discussion tabled, public relations council appointment-recommended that the website be updated once a month and social media (Facebook page) up to date with happenings. Secretary Leitzel will be contacted for any updates that are necessary for the website and Elaine Morgan for the Facebook page.

**PAYMENT OF BILLS:**

General Fund bills in the amount of \$9,074.28, Water and Sewer Fund bills in the amount of \$100,888.03, and 111 W 11<sup>th</sup> Avenue Fund in the amount of \$855.51 were presented for payment. A motion was made by Councilwoman Roberts to approve payment of the bills as presented, seconded by Councilwoman Brandt, and approved by all.

**ADJOURNMENT:**

A motion was made by Councilman Bingaman to adjourn the meeting, seconded by Councilman Moyer, and approved by all. The meeting was adjourned at 8:41 PM.

Respectfully submitted,

LaDawn D. Leitzel  
Borough Secretary