

Jermyn Borough
Council Minutes
July 23, 2026

The Jermyn Borough Council met on Thursday, July 23, 2026, at 7:00 p.m. in the Council Chambers of the Jermyn Borough Building, 440 Jefferson Ave, Jermyn, PA 18433.

The meeting was called to order by President Frank Kulick, who led the Pledge of Allegiance.

On roll call, the following members were present: Bobbi Ann Davis, Frank Kulick, Doug Bowman, Jeff Morcom, Chris Cook, Joe Unis. Also, Mayor Stacey Cook and Attorney Brendan Fitzgerald were present. Carl Tomaine, Kevin Napoli, Bob Chase, KBA, NEIC, Jim Perry, and Stanley Hallowich were absent.

Meeting Minutes: J. Morcom made a motion to accept the minutes of 6/18/26 as presented, seconded by C. Cook. All in favor; motion carried.

Work Session Minutes: C. Cook made a motion to accept the work session minutes of 6/11/26 & 7/6/26 as presented, seconded by B. Davis. All in favor; motion carried.

Treasurer's Report/Bills Payable: S. Lee read the treasurer's report:

Checking/Savings

American Rescue Plan Fund	91,619.50
Capital Reserve - DPW	1,325.74
Capital Reserve - Police	5,289.82
Crime Watch Fund	222.69
General Fund - Community	230,898.32
General Fund - FNB	3,432.29
Holiday Lights Fund	400.59
Investment - General Fund	1,195.32
Investment - Liquid Fuels	26,325.22
Investment - Paving Fund	1,207.57
Investment - Recycling	131.14
Investment - Refuse	188.42
Liquid Fuels - FNB	29,413.67
Petty Cash	194.00
Recreations Fund	19,849.32
Recycling - Community	10,141.26
Refuse Checking - FNB	288,648.75

Total Checking/Savings 710,483.62

Accounts Payable

200000 · Accounts Payable	14,696.04
Long Term Debt	412,274.09

A motion was made to accept the treasurer's report and pay current bills by J. Morcom. Seconded by C. Cook. All members in favor. Motion carried.

Ratified Bills Paid on 7/6/26: A motion was made to accept bills paid on 7/6/26 by B. Davis. Seconded by J. Morcom. All in favor; motion carried.

Correspondence: No letters were received. F. Kulick requested at this time to extend congratulations to the America 250th committee on their successful outcome for the town celebration and parade.

Kevin Napoli arrived at 7:12 pm.

Secretary Report: Sl. Lee advised that the rapid cast upgrade will take effect starting Aug. 1st. The Cost estimate of the park camera equipment from the previous purchase was \$231.00 each for the camera and the mount; installation will also need to be added. Additionally, I need to request a motion to advertise the Police Joinder Agreement ordinance (needs to be updated to go along with the COLA ordinance that was passed at last month's meeting)

She also requested a motion to purchase a color printer for the Police Department for the amount of \$800.00 plus any possible shipping. A motion was made to purchase the printer for the police department at the best deal to be found by F. Kulick. Seconded by C. Cook. All in favor; motion carried.

There is also a need to purchase a new laptop for the borough office as hers is no longer working and can no longer update past Windows 10, and will no longer connect remotely to the office computers. A motion to purchase a laptop for the borough office at a max cost of \$1,500.00 by J. Morcom. Seconded by C. Cook. All in favor; motion carried.

It was advised that the tree Trimming quote was not able to be obtained yet due to the fact that DPW was not able to meet with the company. As they were to have met Friday, but they got called out for an emergency and could not meet with Tony.

Lastly, she met with the Auditor General's office to have the 2025 liquid fuels audited. This audit was completed, and a copy of the closing report was enclosed within the council members' folders. They will send their final report once it has been officially reviewed on their side.

Public Comment: Mike Sowden, 601 Gibson St. Just wanted to thank everyone for the 250th celebration; it was great to see everyone come together.

Professional Reports:

Mayor/Police/250 celebration review: S. Cook wanted to thank the police department for the event and all their help. They have gotten the new SUV, and they are still working on installing all the new computer equipment. They have also been going through all of their audits and working on completing all of those as well. They worked together as well to get all the information to be able to submit their application for the JAG Grant for \$214,463.46, which will cover new technology equipment, body cameras, computers, updated security cameras for the building, etc., for the department.

Wrapping up the 250th event, she just wanted to thank everyone who was involved in making this such a great event.

D. Bowman wanted to give an update regarding the park. The women's room has been completed and restored. However, he is still working on the men's room, as it still seems to have an odor from the water damage. Once everything dries out, we will be able to complete this last part of the project.

Solicitor: B. Fitzgerald did a quick review of the ordinances that we will be looking to advertise in case anyone has any questions. The creek project: we are in the process of transferring the titles to those properties to the Commonwealth as part of our next steps in completing our duties.

Fire chief: Absent

Tax collector: Absent

KBA: Absent

EMA: Absent

Code officer: J. Unis advised council that so far, he has handled fourteen issues within the borough, mostly property maintenance. Five were notices of violation, and two were sent warning letters. All issues I was given when I started have been resolved. K. Napoli also asked if the fire chief had reached out in regard to a property they had to enter that had some safety concerns. Joe confirmed and advised that he has already set up a meeting with the property owner to go in and do an inspection of the property the following week.

Committee Reports:

Safety: None

Finance: C. Cook advised that he and B. Davis have gone over the current accounts and found overall we are in good shape; some items are over, but some are down. They are asking that if anyone has wish items going forward, please advise so they can try to make sure those items are budgeted for next year.

Shade tree: None

Recreation: None

Norlack: F. Kulick advised that the following motions need to be passed in order for the Norlack planning department to move forward with updating the borough's zoning and planning ordinances.

MOTION 1

Motion to submit the proposed Jermyn Borough Zoning Ordinance, at least 45 days prior to a public hearing, to the Lackawanna County Regional Planning Commission for review and comment, in accordance with Section 607 (e) of the Pennsylvania Municipalities Planning Code. The 45-day public review period will begin on August 3, 2026, and conclude on September 16, 2026. The proposed ordinance will be available for public viewing on the Jermyn Borough website and on the Lackawanna County website with instructions on how to submit comments.

A motion was made by K. Napoli. Seconded by J. Morcom. All in favor; motion carried.

MOTION 2

Motion to authorize the Borough Council to hold a public hearing in accordance with Section 608 of the Pennsylvania Municipalities Planning Code on October 15, 2026, at 6:30 PM to obtain public comment on and consider adoption of the Jermyn Borough Zoning Ordinance at the Borough Council's October 15, 2026, monthly meeting immediately following the public hearing at 7 PM.

A motion was made by J. Morcom. Seconded by C. Cook. All in favor; motion carried.

MOTION 3

Motion to authorize the Lackawanna County Department of Planning, in accordance with Sections 107 and 610 of the Pennsylvania Municipalities Planning Code, and on behalf of Jermyn Borough, to advertise in the Times-Tribune on Wednesday, September 16, 2026, and Wednesday, September 23, 2026, notice of Jermyn Borough's intent to hold a public hearing and meeting to consider adoption of the Jermyn Borough Zoning Ordinance. In accordance with the Northern Lackawanna Planning Association Intergovernmental Cooperative Agreement, the cost of the advertisement will be the responsibility of Lackawanna County.

A motion was made by K. Napoli. Seconded by D. Bowman. All in favor; motion carried.

Follow-up to June meeting items

Signs for mayor name change: A motion was made to purchase the Mayor hanging signs from Jaworski Sign Company at \$1,725.00 by F. Kulick. Seconded by B. Davis. All in favor; motion carried.

Rails and trails contact: C. Cook advised he has not yet been able to get ahold of anyone to discuss the safety issue and to see if we can get this issue resolved.

Tree removal and trimming: Under the secretary's report

DPW building ceiling bids: A motion was made to accept the quote from Checkmate Construction for the DPW ceiling at a cost of \$15,884.16 by F. Kulick. Seconded by C. Cook. All in favor; motion carried.

Curb repair Garfield/Cleveland: A motion was made to accept the quote from Rock Bottom Construction for the curb repair at the corner of Garfield Ave and Cleveland by D. Bowman. Seconded by C. Cook. All in favor; motion carried.

E-Bike ordinance: A motion was made to advertise Ordinance 11-2026, amending the code of the Borough of Jermyn by adding a new chapter regulating recreational motorized vehicles and electric bicycles; prohibiting their operation on certain public and private property and on borough park trails and recreation areas; establishing requirements for permitted uses; providing for enforcement; and prescribing penalties for violations by J. Morcom. Seconded by B. Davis. All in favor; motion carried.

Quality of life ordinance: A motion was made to advertise Ordinance 12-2026, establishing standards for the maintenance of property; regulating the accumulation and disposal of litter, rubbish, garbage, and solid waste; regulating nuisance, junked, and abandoned motor vehicles; regulating weeds and vegetation; requiring the removal of snow and ice; providing for enforcement, abatement, violation tickets, fines, penalties, liens, and appeals; and providing for severability, repeal of conflicting ordinances, and an effective date by K. Napoli. Seconded by C. Cook. All in favor; motion carried.

Planning commission & Zoning hearing board vacancies: F. Kulick wanted to stress again that we are short on members on boards, and we need to try to find interested residents who are willing to participate. At this time, we are down to only two members on each, which can cause an issue if voting

is needed. Please reach out to those you know and see if they would like to volunteer to be on either; they are not time-consuming and are only required to meet when needed.

Rec committee appointments: F. Kulick appointed C. Cook and K. Napoli to join S. Lee on the Recreation committee, so she is no longer the only one running the committee.

New business: A motion was made to advertise Ordinance 13-2026, updating the Police pension plan joinder agreement by F. Kulick. Seconded by J. Morcom. All in favor; motion carried.

Adjournment: A motion was made to adjourn by J. Morcom. Seconded by K. Napoli. All members in favor. The meeting adjourned at 8:28 pm.



Respectfully submitted,

Shannon Lee, Secretary/ Treasurer