

FREEPORT BOROUGH COUNCIL

April 8th, 2025 @ 6:00 pm

Meeting Minutes

I. Call to Order/Pledge of Allegiance/Attendees

- A. Council President Rick Fennell opened the meeting at 6:03 pm.
- B. Council members present were Rick Fennell, Lori Miller, Sara Conroy, Jay Powell, Kim Barr, and Sally Riley. Robert Barr was sworn in during the meeting.
- C. Additional attendees included Borough Manager Zach Filous, Mayor Matt Crytzer, Solicitor Matt Kalina, and KLH Engineer Rob Horvat.

II. Nomination

- A. Freeport Borough Mayor – Matthew Crytzer was appointed via a judge between Council meetings and sworn in via a public notary during the meeting.
- B. Freeport Junior Council Person – Kim Barr nominated Himani Harrell as the Junior Council Person. Himani was sworn in by Mayor Matt Crytzer.
- C. Empty Council Seat – Lori Miller nominated Robert Barr for open Council seat. Motion carried 5-1. Opposed by Sara Conroy. Robert Barr was sworn in by Mayor Matt Crytzer.

III. Citizen Comments (Agenda Items Only)

- A. Jim Swartz – Resident wants to know why money was taken out of the fire department budget. Resident wants to make sure Council understands what that money goes towards and how it is critical. Resident also had questions about two-hour parking, which will be addressed in the agenda.

IV. Meeting Minutes

- A. Regular Meeting – March 11th, 2025 – Accepted as revised

V. Committee Reports

- A. Treasurer Report – Accepted as submitted
- B. Invoices – Approved as submitted
- C. Action Items – Accepted as submitted
- D. Borough Manager Report – Accepted as submitted
- E. Police Report – Verbal Report – Accepted as submitted
- F. Fire Department Report – Accepted as submitted
- G. Mayor Report – Accepted as submitted
- H. Planning Commission Report – Accepted as submitted

FREEPORT BOROUGH COUNCIL

April 8th, 2025 @ 6:00 pm

Meeting Minutes

VI. Public Works

- A. Consulting Engineer's Report (Robert Horvat)
- B. Motion to approve Mele pay application #15 for \$168,927.59
 - 1. Motion by Sally Riley to approve Mele pay application #15 for \$168,927.59. Seconded by Kim Barr. **Motion carried 6/0.**
- C. Motion to approve Right Electric pay application #14 for \$240,861.07
 - 1. Motion by Lori Miller to approve Right Electric pay application #14 for \$240,861.07. Seconded by Jay Powell. **Motion carried 6/0.**
- D. Motion to approve Triad invoice 020068 for \$448.00 for concrete testing.
 - 1. Motion by Sally Riley to approve Triad invoice 020068 for \$448.00. Seconded by Kim Barr. **Motion carried 6/0.**
- E. Discussion and approval of repairing Laneville pump station control function not to exceed \$3,500.00.
 - 1. Motion by Sally Riley to approve Laneville pump station electrical controls for less than \$3,500.00. Seconded by Lori Miller. **Motion carried 6/0.**
- F. Discussion and approval of repairing Laneville pump station heat tracer system under bridge for \$3,353.80 plus labor.
 - 1. Motion by Kim Barr to approve Laneville pump station head tracer repair. No second. Motion fail.
 - 2. Council requested Borough Manager to get labor estimate.
- G. Discussion and approval of Resolution No. 2025-03 approving an application for DCED Multimodal Transportation Grant for \$1,231,200.00.
 - 1. Motion by Jay Powell to approve DCED Multimodal Transportation Grant for \$1,231,200.00. Seconded by Sara Conroy. **Motion carried 6/0.**

VII. Public Safety, Property, & Ordinance (Kim Barr)

- A. Discussion of Ordinance 418 – Shelter-in-Place
 - 1. Will be voted on at the next available Council meeting (May 2025).
- B. Discussion of having 2-hour parking for the Business District without meters.
 - 1. Discussion – Item showed no support from Council. Dismissed without action.
 - 2. Southern Armstrong Regional Police Department (SARPD) recommend not proceeding.
- C. Discussion of Ordinance 419 – Prohibiting Door-to-Door Solicitation
 - 1. Discussion – Solicitor request to be able to amend via resolution.
 - 2. Council asked Borough Manager to advertise and put on next month's agenda to vote.
- D. Discussion of pursuing Ordinance Codification via General Code

FREEPORT BOROUGH COUNCIL

April 8th, 2025 @ 6:00 pm

Meeting Minutes

1. Discussion – Council and Borough Manager discussed the possibility of Ordinance Codification and possible pricing structure.
 2. Kim Barr motion to get quotes. Seconded by Sally Riley. **Motion failed 0/6.**
 3. Council asked to wait for grant funding to come available before getting quotes.
 4. Recent manual efforts for simplified access for residents.
- E. Discussion of amending Ordinance 364 (map) to extend industrial zone one parcel onto the Barr property.
1. Discussion – Council request that the proposed zoning change be discussed at a Planning Commission meeting so they can give council a recommendation.
- F. Discussion of proceeding with conservatorship of 201 Butternut Way
1. Discussion – Executive Session
 2. No action taken.
- G. Discussion and approval of allowing the Freeport Renaissance Association (FRA) to close Market Street in front of the Freeport Area Library on August 12th, 2025, from 4-9 pm for Freeport Days.
1. Motion by Sara Conroy to approve closing on Market Street contingent on PennDOT approval. Seconded by Jay Powell. **Motion carried 6/0.**

VIII. Parks & Rec. (Sally Riley)

- A. Discussion and approval of allowing dock lease holders to consume alcohol on leased property with approved insurance.
1. Motion by Lori Miller to approve lease holders to consume alcohol on leased property with approved insurance. Seconded by Rick Fennell. **Motion failed 0/6.**
 2. Discussion – Solicitor discussed liability issues and made a recommendation not to proceed.
- B. Discussion and approval of allowing Hooch Excavation to remove the Freeport Football score board at no cost.
1. Motion by Lori Miller to approve Hooch Excavation removing scoreboard. Seconded by Sally Riley. **Motion carried 7/0.**
- C. Discussion and approval of turning baseball field bathrooms into a public bathroom that is open seasonally.
1. Motion by Sally Riley to turn the baseball field bathrooms into a public restroom from May to October. Seconded by Lori Miller. **Motion carried 7/0.**
 2. Discussion – Discontinue portable toilet at field and have public bathrooms open. Public works will open the facility in the morning, and SARPD will close it in the evening.

FREEPORT BOROUGH COUNCIL

April 8th, 2025 @ 6:00 pm

Meeting Minutes

- D. Discussion and approval of allowing the Becks to retain their dock space at Dock 56.
 - 1. Motion by Kim Barr to approve the Becks retaining their dock space 56. Seconded by Sally Riley. **Motion carried 4/3.** Opposition by Kim Barr, Lori Miller, and Jay Powell.

IX. Finance (Sara Conroy)

- A. Discussion and approval of opening the 2025 Budget to amend the Fire Department Allocation of \$5,000.00.
 - 1. Discussion – Council discussed the issue and past budgets at length.
 - 2. Item has been tabled for next meeting to review the contract between the fire department and Freeport Borough Council.
- B. Discussion and approval of a cell phone stipend for the Borough Manager.
 - 1. Will be discussed in executive session.
 - 2. No action made following executive session.

X. Electronics, Web (Lori Miller)

- A. Discussion and approval of pursuing online bill pay via Course Vector
 - 1. Discussion – Borough Manager discussed the options through Course Vector and will get billing information for Council to review at next meeting.
 - 2. Motion by Jay Powell to pursue online bill pay options for Council review at the next meeting. Seconded by Kim Barr. **Motion carried 7/0.**
- B. Discussion of Council Members request for digital reorganization of operational files.
 - 1. Discussion – Council has requested that the Borough Manager prioritize changing files to create more access for Council members.

XI. Personnel

- A. Discussion of Borough Manager employee agreement (contract has expired, working in good faith).
 - 1. Will be discussed in executive session.
 - 2. No action taken after executive session.

XII. Citizen Comments (ALL TOPICS)

- A. Jim Swartz – Resident asking about paving and what we have budgeted. Information is on our website. Resident wants to know how many delinquent sewage accounts we have.

FREEPORT BOROUGH COUNCIL
April 8th, 2025 @ 6:00 pm
Meeting Minutes

XIII. Executive Session - Property and Personnel

- A. Council President adjourned to Executive Session at 9:25 pm. Adjourn at 10:30 pm.
No straw votes cast.

XIV. Adjournment

- A. Council President adjourned at 10:31 pm.

Meeting Minutes Recorded by Zachary Filous