

Minutes of the Clark Borough meeting – November 11, 2025 6:00PM

The meeting of Clark Borough Council was called to order by council President Jim Carucci who led in the pledge to the flag on Tuesday November 11, 2025 at 6:00 p.m. Others in attendance were Doug Robbins, Clark Eberhart, Joe Simko, Carol Houck, Alesha Culp, Maryjo Harakal, Chief Piccirillo, Fire Chief Gregg Sanford, Tax Collector Barb McKnight and Monica Simko.

Joe Simko made a motion to accept the October minutes as amended to include a transfer of funds to cover Vasco Sports payment. This motion was seconded by Clark Eberhart and passed with all present voting yes.

Clark Eberhart made a motion to transfer \$36,000.00 from the General Fund Savings to the General Fund Checking to cover the Vasco Sports Contractors payment. The motion was seconded by Jim Carucci and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Jim Carucci read the Treasurer's Report for the Month of October. Doug Robbins made a motion to accept the Treasurer's Report to include the newly received balance for the Park Improvement Fund balance in the amount of \$211,781.01. The motion was seconded by Carol Houck and passed with all present voting yes.

Visitors:

Sandee Winslow provided the final inspection minutes from the meeting held with Vasco Sports regarding the pickleball court construction. Sandee also submitted a recommendation to pay request 3. She also recommends paying request #4 pending the completion of rectifying the retainage pond issue of not draining completely and adhering the caps onto the fence poles.

Clark Eberhart made a motion to reimburse the General Fund checking account in the amount of \$185,015.61 to be paid from the Park Improvement Project checking account. The motion was seconded by Alesha Culp and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Doug Robbins made a motion to pay Vasco's request #3 in the amount of \$29,105.10. The motion was seconded by Clark Eberhart and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Doug Robbins made a motion to pay Vasco's request #4 in the amount of \$25,568.40 pending completion of above items. The motion was seconded by Clark Eberhart and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Jim Carucci made a motion to approve the proposal of website hosting from Doug Smith through StarTech at **no cost** to the borough. The motion was seconded by Carol Houck and passed with all present voting yes.

Unfinished Business:

Sandee Winslow reported that Delong's came out and unclogged the front downspout and found multiple pieces of foam from the roof inside causing the backup. She spoke with the roofing company, Genesis, who came out to inspect the roof. Sean Mensuak found that the foam seals were all loose, missing and/or falling out. Genesis agreed to come replace all the foam pieces including new screws. Genesis is also to reimburse the Borough of Delong's service bill(s).

Sandee Winslow presented 2 (two) telephonic bids for 2 (two) different stormwater projects as follows:

- a) Sandee recommends awarding the bid, to repair an existing open channel on Parkview Drive, to Donald Lark & Sons, Inc in the amount of \$9,820.00.
- b) Sandee recommends awarding the bid, to repair 2 (two) cul-de-sacs on Nora and Milton Streets, to Donald Lark & Sons, Inc in the amount of \$9,750.00.

Clark Eberhart made a motion to proceed with the recommended by CW Engineering. The motion was seconded by Jim Carucci and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Joe Simko made a motion to approve the Spectrum proposal to upgrade the phone and internet system and pay the one-time installation fee of \$150.00. The upgrade includes a new firewall, d-dos protection, phone with call tree capability. This upgrade also drops the monthly bill from \$299.99 to approximately \$209.00 a month for 60 months. The motion was seconded by Clark Eberhart and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Clark Eberhart made a motion to approve the drafts for 3 pickleball court signs and pay the quoted amount of \$833.10. The motion was seconded by Alesha Culp and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Maryjo Harakal presented the proposed 2026 budget which includes the following changes: a 3.5% payroll for all hired employees, the remaining 4 elected members of council will increase to \$46.17 gross and the custodian's payroll is increased by \$5.00 across all services, excluding any new hires. Jim Carucci made a motion to approve the proposed budget and advertise that it is available for review in the Municipal Office. The motion was seconded by Carol Houck and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

New Business:

Sandee Winslow presented 3 resolutions to be approved in order to apply for additional LSA grants as follows:

1. Doug Robbins made a motion to apply for funding for a new skid steer in the amount of \$126,786.96 with 2 (two) authorized designees to be Doug Robbins and Clark Eberhart. The motion was seconded by Joe Simko and passed with all present voting yes.
2. Jim Carucci made a motion to apply for funding for an addition to the maintenance garage in the amount of \$108,000.00 with 2 (two) authorized designees to be Doug Robbins and Jim Carucci. The motion was seconded by Clark Eberhart and passed with all present voting yes.
3. Jim Carucci made a motion to apply for funding for additional improvements to Henderson-Taylor Park including paving the entire parking lot in the amount of \$265,995.00 with 2 (two) authorized designees to be Doug Robbins and Jim Carucci. The motion was seconded by Joe Simko and passed with all present voting yes.

Jim Carucci made a motion to pay the application fees of \$100.00 each totaling \$300.00 to CW Engineering upon invoicing. The motion was seconded by Joe Simko and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Doug Robbins made a motion to adopt the 2026 Millage to remain as 12.67 mills with 10.67 mills to the Borough and 2.00 mills to the CVFD. The motion was seconded by Joe Simko and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Abstains and Carol Houck – Yes.

Questions for the Solicitor:

None

Correspondence and Other Communications:

The January 2026 meeting is Re-Organization and is mandatory to be held on the first Monday of the year to be held on January 5, 2026.

Officials & Committees:

Sewer:

Clark Eberhart read the Sewer bills for the month of November. Clark Eberhart made a motion to pay sewer bills as read. The motion was seconded by Joe Simko and passed with all present voting yes.

Joe Simko made a motion to waive the bidding process to repair the sewer line via emergency resolution. The motion was seconded by Doug Robbins and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Doug Robbins made a motion to pass and resolution for emergency repair of an exposed sewer line and pay Greenawalt's in the amount up to the quoted amount of \$62,500.00. The motion was seconded by Joe Simko and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Clark Eberhart stated to council that Hermitage is raising the treatment fees \$5.04 per month or \$15.12 per quarter. Clark recommends increasing the sewer user fees to \$165.00 to cover the increase. Joe Simko recommends the same increase in addition to reevaluating in one year based on inventories and future repairs.

Joe Simko made a motion to increase the quarterly sewer user fee from \$149.25 to \$165.00 due to the aging system and potential monitoring cost in addition to the \$15.12 increase imposed from Hermitage. The motion was seconded by Carol Houck and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Fire:

Joe Simko read the Fire Report for the Month of October where 7 calls were answered. Doug Robbins made a motion to accept the Fire report as read. The motion was seconded by Clark Eberhart and passed with all present voting yes.

Gregg Sanford announced that Santa is coming to town on December 14, 2025 with a backup date of December 21, 2025. Gregg also asked for a donation in the amount of \$500.00 to help purchase gifts.

Joe Simko made a motion to donate \$500.00 to the CVFD for Christmas gifts. The motion was seconded by Carol Houck and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Yes, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Abstains and Carol Houck – Yes.

Police:

Maryjo Harakal read the Police Report for the Month of October. The police patrolled the borough for a total of 46 hours and 16 calls for service. Jim Carucci made a motion to accept the report as read. The motion was seconded by Joe Simko and passed with all present voting yes.

President of Council:

Jim Carucci recommends installing leaf guard on the gutters to avoid further issues with the downspouts getting clogged.

Jim Carucci asked about signing checks and how to rectify the online transer issue since removing Monica as a signer. Doug Robbins stated that the auditor advised that IF there is no independent person other than Monica to check the statements, then Monica should not be signing checks. Doug Robbins is to talk to the bank about authorizing her to make online transfers again.

Mayor:

Maryjo Harakal stated that Samantha from the Tara called her regarding the MCBA Dinner and provided the menu and cost without a discount. Maryjo recommends utilizing Dockside Winery since they are willing to work with a menu and cost. Alesha Culp offered to sponsor the dinner through her company, Stock LLC. Maryjo stated that she is going to reach out to Ann Coleman and ask her to be the speaker and Monica is to ask Doug Smith to speak as the owner to provide updates on what he is planning for the Borough.

Tax Collector:

Barb McKnight submitted a resolution to increase collector fees and to include nsf verbiage to ensure the cost goes to the payer. Carol Houck made a motion to adopt a resolution to increase administrative fees. The motion was seconded by Clark Eberhart and passed with a roll call vote of Jim Carucci – Yes, Doug Robbins – Abstains, Clark Eberhart - Yes, Jason Engstrom – Yes, Joe Simko – Yes, Alesha Culp – Yes and Carol Houck – Yes.

Payment of Bills:

Jim Carucci read the Payroll Distribution - General Fund Distribution and the State Liquid Fuels Distribution for the month of October. Doug Robbins made a motion to pay the bills as read. The motion was seconded by Joe Simko and passed with all voting yes.

Adjournment:

Jim Carucci made a motion to adjourn. The motion was seconded by Joe Simko.

Monica Simko, Secretary/Treasurer