

Borough of Robesonia Council

Meeting Minutes

July 7, 2025

The regular advertised meeting of the Borough of Robesonia Council was held on Monday, June 2, 2025 at the Robesonia Borough Hall located at 75 S. Brooke Street Robesonia, PA. The following Council members attended:

Harvey W. Marshall, President
Mark Spotts, Vice President
Matthew Miller, President Pro-Tem – Via Phone
Jame Burrus
Jerry Laboranti
Michael Martin
David Bright

Also in attendance; Mayor Rodney Soliday, South Heidelberg Police Chief Matthew Hook, Solicitor Andrew George, and Borough Manager Elizabeth Miller.

The meeting was called to order at 7:00 PM by President, Harvey Marshall with the pledge of allegiance.

Dave Fegley, Christine Burrus, Terri Groff and Beth Sattizahn stated that they were recording the meeting.

Meeting Minutes

- A motion was made by Jame Burrus to approve the June 2, 2025 Council meeting minutes. Seconded by Michael Martin. Motion carried.

Bills:

- A motion was made by David Bright to pay and ratify the bills from June 3, 2025 to July 7, 2025. Seconded by Michael Martin. Motion carried.

Police Report

- Police Chief Matthew Hook gave Council a summary of his June police report.

Scheduled Guests:

- Charlia Koch suggested to Council that the Borough Manager could be trained and given the opportunity to write grants instead of hiring a grant writing company.
- Lori Brown whose business is located at 21 West Penn Avenue read a statement to Council regarding her disappointment in the curb being painted in front of her business to indicate no parking without being notified.

Solicitor

- Solicitor George stated that there was an inquiry from Matthew Miller and adjoining property owners to vacate the 200 block of Berks Street. Solicitor George was presented with letters of support from the owners as well. Jame Burrus suggested that an easement be included for 145 East Lincoln to be able to access their driveway. Matthew Miller also offered to pay legal costs if necessary. After a discussion, a motion was made by Michael Martin to authorize the Solicitor to draft the ordinance. Seconded by David Bright.

Engineer

- The Council reviewed the monthly Inspector's and Engineer's Reports.
- Council had a discussion regarding the temporary storage bins located at 31 North Elm Street. Harvey Marshall stated that a letter was sent to the property owner and the Borough did not receive a response.

Borough of Robesonia Council

Meeting Minutes

July 7, 2025

Planning Commission

- The next Planning Commission meeting will be held on July 16, 2025 if necessary.

Manager

- A motion was made by Mark Spotts to allow the Conrad Weiser Youth Baseball team to use the Borough pavilion free of charge. Seconded by Jerry Laboranti. Motion carried.
- Council had a discussion regarding the updated complaint form and the correct process of submitting a complaint.
- Council and Solicitor George had a discussion regarding acceptable donations. The Jack Frost Parade sponsor request is not an allowed donation.

Committee Reports

Finance Administration:

- Harvey Marshall stated that the Finance Committee will begin working on the 2026 budget.

Personnel:

- Mark Spotts and Jerry Laboranti stated that they had a meeting with Elizabeth Miller and discussed the possibility of hiring a part time secretary for the office. Mark Spotts stated that Council will discuss further in Executive Session.

Public Safety:

- No new business at this time.

Streets/Highway/Building/Sewers Committee:

- Harvey Marshall presented an application for a handicap parking space that the Borough received for 223 West Penn Avenue. Harvey Marshall stated that he will measure the distance to ensure it is not affected by the newly vacated parking spots due to PennDOT's recommendation.

Parks and Recreation:

- Elizabeth Miller read the Chairman's Report on behalf of Matthew Miller.
- A motion was made by Mark Spotts for the Pioneer Hose Fire Company to keep 100% of the profits made from serving breakfast at the Borough car show. Seconded by Jame Burrus. Motion carried.
- A motion was made by Mark Spotts to waive the car show vendor fee for The Kay Zern Community & Veterans Outreach program. Seconded by Michael Martin. Motion carried.
- A motion was made by David Bright to approve a quote in the amount of \$583.00 from G&L Trophies, LLC to purchase car show trophies. Seconded by Michael Martin. Motion carried.

Shade Tree Commission:

- A meeting summary was provided by John Ravert.

Robesonia Community Library Report:

- Christine Burrus gave an update on library events.

Old Business

- Elizabeth Miller stated that the Borough is nearly finished sending their ordinances to General Code.
- Council considered the purchase of a Borough laptop.
- Harvey Marshall stated that the crosswalk signs are installed in the Borough.

Borough of Robesonia Council

Meeting Minutes

July 7, 2025

- Jerry Laboranti provided updated job descriptions for employees.
- Harvey Marshall stated that the Borough has not received a response regarding the damaged section of the road on South Pearl Street.
- Harvey Marshall received two quotes from AKA The Fence Company to fence in the remediation project. The quotes were for \$53,235.00 to fence in the entire property and \$30,488.00 to fence in the high wall only. Council will consider these quotes going forward.
- Elizabeth Miller provided Council with the pricing to have email addresses associated with the Borough website. Council will consider this going forward.
- Harvey Marshall stated that the Borough does not have money budgeted in the 2025 budget for a grant writer.
- Harvey Marshall stated that the Streets & Highways Committee did not review the Shade Tree Ordinance yet.
- Harvey Marshall and Chief Matthew Hook stated that there is no need to move the stop sign on South Church Street.
- Jame Burrus recommended to Council that the Borough should absorb the cost and increase the Library Board Members to seven. Council decided to table this issue until Leslie Pirl Roth who is the Library President is present.

Council Member Reports

- Marshall:
 - Harvey Marshall stated that the Borough received a letter of resignation from Joel Costenbader for the Zoning Hearing Board.
- Burrus:
 - Jame Burrus suggested that the Borough consider a test and learn program with Technicon Enterprises for code enforcement. Harvey Marshall will discuss with Technicon and receive a quote to do so.

Authorities: The following Reports/Minutes were received.

- Womelsdorf-Robesonia Joint Water Authority Meeting Minutes & Treasurer's Report
- Robesonia Municipal Authority Meeting Minutes
- Robesonia-Wernersville Municipal Authority Meeting Minutes
- Western Berks Ambulance Report

Public Comment

- Andrew Luongo expressed his concern with who is responsible to maintain the buildup in Furnace Creek.
- Dave Fegley asked if the Borough looked into the possibility of restricting jake braking in the Borough. Jerry Laboranti volunteered to look into this further.
- Charlia Koch shared her idea that Elizabeth Miller could possibly write grants from home.
- Marianne McCloy expressed her concern over speeding on Oak Avenue and inquired if the Borough could install more speed limit signs.
- Yuri Topolnicki stated that as a new Borough resident the website is helpful for basic information.
- David Randler read a statement regarding the cleanup at the Conrad Weiser Community Pool following a massive rain storm. David Randler thanked volunteers who assisted the pool and the Pioneer Hose Fire Company.
- Wendy Bright inquired when the chain gate will be constructed at the end of the alley for the Maple Avenue Apartments.

Borough of Robesonía Council

Meeting Minutes

July 7, 2025

- Tracy Rice read a statement regarding the Boroughs MS4 permit.
- Beth Sattizahn read a statement that included thanking the Borough for installing crosswalk signs and purchasing microphones. Beth Sattizahn suggested putting up important Borough ordinances on the website.
- Terri Groff expressed her agreeance to hire a part time secretary for the office.

Executive Session

Council entered into an Executive Session to discuss personnel issues at 9:16 PM.

The meeting reconvened at 9:35 PM.

A motion was made by Mark Spotts to amend the July meeting agenda. Seconded by Jame Burrus.

A motion was made by Jame Burrus for the personnel committee to advertise for a part time secretary positon. Seconded by David Bright. Motion carried.

Adjourn of Meeting

A motion was made by Michael Martin to adjourn the meeting at 9:36 PM. Seconded by Mark Spotts. Motion carried.

Respectfully Submitted,

Elizabeth Miller
Borough Manager
Robesonía Borough