

ISSUES, REVIEW & FINANCE WORK SESSION January 2, 2025

A special meeting of the St. Clair Borough Council was held to review issues and finance on Thursday, January 2, 2025, beginning at 6:30 p.m.

In attendance were council members Cheryl Dempsey, Judy Stednitz-Julian, Tony Klazas, President Tom Dempsey and Mayor Tomko. Absent were Joann Brennan, Norm Diehl and Bill Dempsey.

Others in attendance included Borough Secretary Roland Price, Treasurer Carol Sutzko, Barbara Artz, Mike Boyer and Mike Petrozino.

PUBLIC COMMENT

Mike Petrozino had some concerns over Ordinance #388 – The Property Maintenance Code. He would like it to be reviewed and updated. He is particularly concerned with the state of Nick Panko's property on Lawton Street. Council advised that he come to the monthly council meeting on Tuesday to discuss it with the Solicitor. Council reviewed two letters written by Holden Realty, regarding the Panko property on Lawton Street. Again, the matter was referred to Solicitor Brennan. Petrozino questioned whether contractors need to post insurance documentation and certifications with the borough to maintain who is working within the Borough. Secretary Price stated the Commonwealth has changed this rule. The Borough does not need to maintain this list. Mayor Tomko explained the lengthy process the Panko Estate has undergone up to this point.

Borough Treasurer Carol Sutzko stated there was information in the packet concerning GASB 101 – Compensated Absences and setting a policy. C. Dempsey asked if the auditors would come back to assist in creating this policy.

Mayor Tomko stated the Palo Alto police coverage began as of January 1st. He mentioned the deteriorating conditions of Ann Street. President Dempsey added that Street Superintendent Kevin Dempsey discussed with Tropp Contracting, who can resurface the road for \$25,000. Due to bidding laws and specifications, Ann Street will need to be discussed with Engineer Brian Baldwin.

Mayor Tomko recommended the 175th Anniversary of St. Clair be advertised in the February Newsletter. Any parties interested in planning celebratory activities for the 175th will be invited to meet and plan in early March at Borough Hall.

Borough Secretary Roland Price reviewed his notes and asked for a brief executive session.

- With the assistance of Engineer Baldwin, the "Letter of Intent" was sent to PEMA seeking funding sources to assist in the replacement of the Thwing Street Bridge.
- 601 Wade Road – A court hearing was held before Judge Goodman who approved the termination of the conservatorship and to allow the St. Clair School District to acquire

the property for \$1.00. A deed must be executed within the next 30 days, turning over the property to the school district.

- The following official's term of office expires as of December 31, 2024:

Zoning Hearing Board – Robert Naradko

Planning Commission – John Dresch

Police Civil Service Commission – William Sutzko

School Crossing Guard Agency – Sharon Stednitz

Sewer Authority – Kevin Davenport

Vacancy Board – Samuel G. Stednitz

- A time extension letter was sent to DCNR concerning a request for time extension to the grant agreement for the Little League project to December 31, 2025.

An executive session is requested to discuss personnel issues.

Council President Thomas Dempsey called an executive session at 7:02 p.m. to discuss personnel issues.

The executive session ended at 7:25 p.m.

The council meeting adjourned at 7:25 p.m.

Roland Price, Borough Secretary

JANUARY COUNCIL MEETING**January 7, 2025**

The January monthly Council Meeting of the St. Clair Borough Council was held on Tuesday, January 7, 2025, in Council Chambers, St. Clair Municipal Building, 16 S. Third Street, St. Clair. The meeting began at 6:30 p.m.

Answering the roll call were council members: Cheryl Dempsey, Norm Diehl, Judy Stednitz-Julian, Tony Klazas, Council President Thomas Dempsey and Mayor Tomko. Absent were Joann Brennan and Bill Dempsey.

Also, present included Solicitor Ed Brennan, Borough Secretary Roland Price, Street Superintendent Kevin Dempsey, Fire Chief Frank Uhrin, Code Enforcement Michelle Brestowski, Sergeant Brad Blanner, Zoning Officer Greg Stednitz, Barbara Artz, Mike Boyer, Mike Petrozino, Dave Resnick and Joshua Sophie of Coal Region Canary.

Pledge of Allegiance

Council member Tony Klazas read the council prayer.

Copies of the minutes of the previous meetings have been given to borough council members and Mayor Tomko, are there any errors or corrections? If not, they stand approved.

PUBLIC COMMENT

Dave Resnick of 28 S. Mill Street was concerned with damage to his property due to an adjoining neighbor's roof leaking. He stated he has tried to get this situation rectified. The Solicitor suggested he get a lawyer. It may be a civil situation; however, the Borough will provide a third party to review the roof to assist the Code Enforcement Officer.

Mike Petrozino asked council to review Ordinance #388 – Property Maintenance Code. He explained his concern for the Panko property (647 East Lawton Street), the property next to the Alert's Fire House (40 S. Second Street) and 214 S. Third Street. Solicitor Brennan reviewed a section of Ordinance #388, the different stages the properties were at, why some were under conservatorship and what constitutes a property being a candidate for conservatorship. He also reviewed at length the process undergoing at 647 East Lawton Street and the situation at 40 S. Second Street.

MAYOR'S REPORT

On behalf of the Borough, Mayor Tomko wished everyone celebrating Christmas under the Julian calendar a Merry Christmas and a Happy New Year. He also enlightened everyone with rich cultural history concerning the Julian calendar holiday.

1. Residents are urged to contact the St. Clair Police Department at 570-429-3050 or 570-429-2240 if they see any suspicious activity around vacant properties.
2. Abuse of Senior Citizens may take various forms. Senior abuse can be physical, emotional, or financial. Senior abuse can be reported to the St. Clair Police Department or the Schuylkill County Office of Senior Services at 570-622-3103.

He also added any resident or organization from the Borough of St. Clair who would be interested in forming a committee for the purpose of organizing events to mark the 175th anniversary of the incorporation of our Borough should attend a public forum to be held Tuesday, March 18, 2025 at 7 p.m. or in case of snow Tuesday, March 25, 2025 at 7 p.m. at the St. Clair Borough Hall.

Historical Note

The origin of our borough was based upon the discovery of Anthracite coal. There have been various veins of coal discovered in the area around our borough. The seven veins discovered were the Orchard, Primrose, Mammoth, Skidmore, Seven Foot, Holmes and Buck Mountain.

On a motion made by Diehl, seconded by C. Dempsey, to accept the report, approved.

SOLICITOR'S REPORT

Solicitor Brennan reviewed the status of several conservatorship properties in various stages. There are currently 13 properties under the Borough's conservatorship.

The Honorable James Goodman approved the sale of property at 601 Wade Road to the St. Clair School District, waiting on settlement date.

The Palo Alto Police Agreement commenced on January 1, 2025.

The Police Pension Fund Ordinance amendment has been advertised, and it is ready for adoption.

Solicitor Brennan requested an executive session to discuss the conservatorship properties, personnel issues and legal matters.

On a motion made by Stednitz-Julian, seconded by Klazas, the report was unanimously approved.

ENGINEER'S REPORT

Council reviewed the Engineer's Report in the absence of Engineer Brian Baldwin.

DEPARTMENTAL REPORTS

STREET DEPARTMENT REPORT

On a motion made by Diehl, seconded by Stednitz-Julian, the report was unanimously approved, and it was made part of the minutes by reference.

Street Superintendent Kevin Dempsey congratulated Bob Price on his retirement and expressed his gratitude for the years Bob served at the Borough. Council agreed and wished him well in his retirement.

ELECTRIC LIGHT DEPARTMENT REPORT

On a motion made by Stednitz-Julian, seconded by Diehl, the report was unanimously approved, and it was made part of the minutes by reference.

TREASURER'S REPORT

On a motion made by Klazas, seconded by Stednitz-Julian, the report was unanimously approved, and it was made part of the minutes by reference.

TAX REPORT

On a motion made by Stednitz-Julian, seconded by C. Dempsey, the report was unanimously approved, and it was made part of the minutes by reference.

POLICE REPORT

On a motion by Stednitz-Julian, seconded by Klazas, the report was unanimously approved, and it was made part of the minutes by reference.

Sergeant Blanner reviewed the Police Report. He stated the Palo Alto residents were happy, and the Police Department was pleased regarding the new Palo Alto Police Agreement.

Street Superintendent Kevin Dempsey added that he appreciates Sergeant Blanner and his willingness to always work hand in hand with the Street Department.

ZONING REPORT

On a motion by Stednitz-Julian, seconded by C. Dempsey, the report was unanimously approved, and it was made part of the minutes by reference.

Council Member Diehl questioned the vehicle towing situation on Fourth Street. Council agreed to have the Solicitor send an official notice to Mr. Litwak concerning the illegal towing of vehicles parked on Fourth Street.

FIRE DEPARTMENT REPORT

On a motion made by C. Dempsey, seconded by Stednitz-Julian, the report was unanimously approved, and it was made part of the minutes by reference.

Fire Chief Frank Uhrin added that the two fire hydrants are in good shape at Hancock and Mill Streets and Caroline Avenue.

CODE DEPARTMENT REPORT

On a motion made by Klazas, seconded by Diehl, the report was unanimously approved, and it was made part of the minutes by reference.

President Dempsey thanked Code Enforcement Michelle Brestowski for doing a fine job; Council agreed.

COMMUNICATIONS

Dear Friends,

The St. Clair Women's Club would like to extend our heartfelt thanks to you for your support throughout this past year. Your generosity, time and dedication have played a pivotal role to make the Halloween Parade and Christmas Festival so successful.

The Halloween Parade was a fun-filled celebration bringing our community and surrounding communities together in a way that truly showcased the spirit of creativity and fun! Likewise, the Annual Christmas Tree Lighting Festival was a beautiful reflection of the holiday season. Santa and his helpers, beautiful lights, the Santa Run, Dalinda Dancers, food vendors, Trolley rides and of course the beautiful live Nativity hosted by St. Clare of Assisi Church were enjoyed by all. These events would not have been possible without your commitment to making them memorable and special for all involved.

To our generous sponsors - your financial contributions allowed us to bring these celebrations to life and we are deeply thankful for your belief in the importance of fostering community spirit. Your support truly strengthens the bonds that unite our community. We look forward to continuing our work together.

The St. Clair Women's Club works very hard throughout the year to bring these events to the community. New members are always welcome, if you would like to join our group, please contact Michele Price at 570-527-9191.

We look forward to continuing our work in the coming years. Thank you and May God Bless you and yours this Christmas Season and bring good health and happiness in the New Year.

Council agreed that it was a great time with great festivities. Really, really good job to the Women's Club!

OLD BUSINESS

On a motion by Diehl, seconded by Klazas, to accept the retirement of Robert A. Price effective December 26, 2024, approved.

NEW BUSINESS

On a motion by Klazas, seconded by C. Dempsey to hire Kevin Sabaric as a part-time police officer at the current rate including the purchase of uniforms and equipment, along with a ballistic vest, if needed, approved.

On a motion by Diehl, seconded by C. Dempsey to adopt the amendment to the Police Pension Plan Ordinance to allow for the purchase of up to five years of pension service credit for prior part-time and full-time police service provided in the St. Clair Borough Police Department. The proposed ordinance also contains provisions concerning ineligibility, computation of amount due for purchase of credit and applicability to the Pennsylvania Municipal Retirement System, approved.

On a motion by C. Dempsey, seconded by Klazas to reappoint Robert Naradko to the Zoning Hearing Board, approved.

On a motion by Diehl, seconded by T. Dempsey to reappoint John Dresch to the Planning Commission, approved.

On a motion by Klazas, seconded by C. Dempsey to reappoint William Sutzko to the Police Civil Service Commission, approved.

On a motion by Diehl, seconded by T. Dempsey to reappoint Sharon Stednitz to the School Crossing Guard Agency, approved.

On a motion by Klazas, seconded by Diehl, to reappoint Kevin Davenport to the Sewer Authority, approved.

On a motion by C. Dempsey, seconded by Klazas, to reappoint Samuel G. Stednitz to the Vacancy Board, approved.

On a motion by Klazas, seconded by Diehl to authorize Council President Thomas Dempsey to sign the Alfred Benesch Agreement extending their services for 2025, approved.

On a motion by Klazas, seconded by Stednitz-Julian to adopt the following Resolution authorizing the submittal of the grant application, approved.

RESOLUTION OF THE BOROUGH OF ST. CLAIR APPROVING SUBMISSION OF DEMOLITION REQUEST TO THE COUNTY OF SCHUYLKILL.

The Borough of St. Clair, having met this 7th day of January 2025, in public session, has approved a demolition request to the County of Schuylkill in the amount of \$31,000 for the demolition of: 214 S. Third Street. The Municipality acknowledges that it will be responsible for the payment of 25% of the cost of demolition.

The Municipal Governing Body authorizes Borough Secretary Roland Price to submit the application for funding on its behalf.

The Borough Secretary stated we are down three crossing guards. Council suggested we announce positions available in our monthly newsletter.

On a motion by Diehl, seconded by C. Dempsey, a third-party roofer will be hired at a cost of no more than \$500 to assist Code Enforcement Officer in the situation at Mill Street, approved.

On a motion by C. Dempsey, seconded by Stednitz-Julian, authorization was given to the solicitor to do a title search and potentially proceed to a conservatorship for 40 S. Second Street, after a Notice of Violation was issued by Code Enforcement, approved.

On a motion by C. Dempsey, seconded by Diehl to authorize the solicitor to write a letter to Mr. Litwak concerning the parking situation on Fourth Street, approved.

On a motion made by C. Dempsey, seconded by Julian, to adopt the amendment to the St. Clair Police Pension fund Ordinance to allow for the purchase of up to five years of pension service credit for prior part-time and full-time officers. A ROLL Call vote was taken with the following results: DIEHL – YES, C. DEMPSEY – YES, KLAZAS – YES, JULIAN – YES, T. DEMPSEY – YES. The motion was approved.

Council President T. Dempsey called an executive session at 7:25 p.m. to discuss the conservatorship properties, personnel issues and legal matters.

Executive Session adjourned at 8:00 p.m.

On a motion by Stednitz-Julian, seconded by Klazas to approve the part-time patrolmen 2025 rate to be \$28.00 per hour, approved.

President Dempsey announced that the third-party roof inspector will be Michael Bennett, who has plenty of experience in this field.

On a motion by Stednitz-Julian, seconded by C. Dempsey, to pay all bills and claims, properly approved by council; approved.

On a motion by Stednitz-Julian, seconded by Klazas, to adjourn the meeting, at 8:03 p.m., approved.

Roland Price

Borough Secretary

Mayor's Report

January 2025

1. Residents are urged to contact the St. Clair Police Department at 570-429-3050 or 570-429-2240 if they see any suspicious activity around vacant properties.
2. Abuse of Senior Citizens may take various forms. Senior abuse can be physical, emotional, or financial. Senior abuse can be reported to the St. Clair Police Department or the Schuylkill County Office of Senior Services at 570-622-3103.

Historical Note

The origin of our borough was based upon the discovery of Anthracite coal. There have been various veins of coal discovered in the area around our borough. The seven veins discovered were the Orchard, Primrose, Mammoth, Skidmore, Seven Foot, Holmes and Buck Mountain.



Alfred Benesch & Company
400 One Norwegian Plaza
Pottsville, PA 17901
www.benesch.com
P 610-622-4055

January 7, 2025

Mr. T. Dempsey
Council President
16 S Third Street
St. Clair, PA 17970

**RE: Consulting Engineer's Report (CER)
Benesch Project No. 32089.02**

Dear Mr. Dempsey:

The following is the status of engineering services performed by our firm as of this date:

ENGINEERING CONSULTATIONS & CONSTRUCTION PROJECTS

Grant Assistance (32089.02, Task 5)

PCCD Police Grant

We have been working with the Police Department and the Borough regarding the purchasing and grant reporting requirements. Quarterly reporting is required for the life of the grant term, which we have been providing on behalf of the Borough. The grant term expires on March 31, 2025. All grant items should be received and paid for prior to the deadline.

St. Clair Little League Project (31226.20)

We continue to work with the contractor to address punchlist items. The contractor anticipates addressing some of those issues within the next two weeks and will return in March to address the grass seeding. Our office will also continue to assist the Borough with providing progress reports to DCNR as required as well as assisting with the grant closeout.

Demolition Assistance (32089.70, Task 2)

As requested by the Borough, our office prepared a demolition cost estimate for 214 S Third Street for consideration by the County's CDBG demolition program.

SUBDIVISIONS & LAND DEVELOPMENTS

Rennick Subdivision

The Borough has received a minor residential subdivision submission. Our office will perform the review, and a Planning Commission meeting will be scheduled to consider the application.



POTENTIAL FUNDING/GRANT SOURCES (31433.02, Task 5)

RECREATION

2025 DCNR Community Partnerships Program (C2P2), Small Communities (SC) Program

- **Current Status:** CLOSED
- **Opening:** Jan 21, 2025
- **Application Deadline:** April 2, 2025
- **Uses:** Grant funds must be used for rehabilitation and/or new development of basic outdoor recreation and park facilities that provide a high level of recreational value, such as playgrounds and pavilions with ADA accessibility. Priorities this year are planning and development projects that focus on **recreation for all and rehab of existing parks.**
- **Funding:**
 - **Grant funding ranges from \$60,000 – \$100,000:**
 - \$10,000 is earmarked for Professional Services only and requires no match.
 - \$20,000 is earmarked for Materials and/or Equipment only and requires no match.
 - Grant funds over \$30,000 may be used for Materials, Equipment, and/or Labor and require a \$1 for \$1 match.

- **Total project costs range from \$90,000 – \$170,000**

DCNR Grant	Match Requirement	Total Project Costs
\$60,000	\$30,000	\$90,000
\$70,000	\$40,000	\$110,000
\$80,000	\$50,000	\$130,000
\$90,000	\$60,000	\$150,000
\$100,000	\$70,000	\$170,000

- **Timeline:**
 - Anticipated award notifications: Fall 2025
 - Grant agreements begin: Jan 2026
 - Earliest Project Start: Summer/Fall 2026
 - Earliest Project Completion: Fall 2026/Spring 2027
 - Grant Expiration: Dec 2029
- **Potential Projects:** John Siney Park pavilion replacement, Third Street Basketball Court lighting, Pickleball court, other playground improvements.

2025 Commonwealth Financing Authority (CFA): Greenways, Trails, Recreation Program (GTRP)

- **Current Status:** CLOSED
- **Opening:** Feb 1, 2025
- **Application Deadline:** May 31, 2025
- **Uses:** Can fund planning grants, as well as construction/repair/rehab grants, for a wide variety of community recreation facilities, like baseball and soccer fields, basketball courts, playgrounds, pools, etc. Can fund indoor or outdoor facilities.
- **Funding:**
 - Grants shall not exceed **\$250,000** for any project.
 - **15% local match required.** Can be land value and other state grant funds. In-kind match NOT accepted.
- **Timeline:**
 - Anticipated award notifications: Fall 2025
 - Grant agreements begin: Jan 2026
 - Earliest Project Start: Summer/Fall 2026
 - Earliest Project Completion: Fall 2026/Spring 2027
 - Grant Expiration: Dec 2030
- **Potential Projects:** John Siney Park pavilion replacement, Third Street Basketball Court lighting, Pickleball court, other playground improvements.

COMMUNITY FACILITIES AND VEHICLES

USDA Rural Development: Community Facilities Direct Loan & Grant Program

- Current Status: **OPEN**
- Application Deadline: Applications accepted continuously throughout the year.
- Uses: Funds can be used to purchase, construct, and/or improve essential community facilities (including police & fire stations), purchase equipment (including vehicles), and pay related expenses.
- Funding: Low interest direct loans and/or grants (max 75%). Most funding via low-interest loans.

TRANSPORTATION/INFRASTRUCTURE

2025 PA DCED Commonwealth Financing Authority (CFA): Multimodal Transportation Fund (MTF)

- Current Status: CLOSED
- Opening: **Mar 1, 2025**
- Application Deadline: **July 31, 2025**
- Uses: Funds may be used for the development, rehabilitation and enhancement of transportation assets to existing communities, **streetscape, lighting, sidewalk enhancement, pedestrian safety, roadway drainage, connectivity of transportation assets, and transit-oriented development. Bridge replacements and rehabilitations are eligible.**
- Funding:
 - Grants are available for projects with a total cost of **\$100,000 or more**.
 - Grants **shall not exceed \$3M** for any project.
 - Typically requires 30% local match, although the **local match requirement has been waived** for municipalities for the past several rounds.
- Anticipated Award Announcement: Spring 2026
- Potential Project(s): Thwing Street Bridge or Carroll Street Bridge replacement; streetscapes, sidewalks, pedestrian and bicycle safety improvements

2025 US DOT Rural and Tribal Assistance Pilot Program

- Current Status: CLOSED
- Opening: **Mar 4, 2025, 2pm – first-come, first-served**
- Application Deadline: **Apr 3, 2025, 4:59pm**
- Uses: Technical assistance grants to rural and tribal communities for the planning and design phase development of transportation projects. May be used to hire staff or advisors to assist with planning and design phase activities, including feasibility studies, preliminary engineering and design, environmental review, revenue forecasting, financial feasibility analysis; statutory and regulatory analysis, and drafting and negotiation of agreements.
- Funding:
 - **No-match required**
 - Single projects ranging from \$200,000 to \$750,000
- Anticipated Award Announcement: Spring 2025
- Potential Project(s): Design of Thwing Street Bridge or Carroll Street Bridge replacement; streetscapes, sidewalks, pedestrian and bicycle safety improvements

PENDING/AWARDED GRANT APPLICATIONS

2022 PA DCED Commonwealth Financing Authority (CFA): Local Share Account (LSA) – Statewide

Project	Garbage Truck
Total Project Estimate	\$303,523.87
<i>Borough Portion</i>	\$1,914.87 (0.6%)
Date Submitted	Mar 15 2022
Award Notification	Mar 16 2023
Application Status	AWARDED \$301,609
Grant Period Ends	Jun 30 2026
Project Status	Borough scheduling delivery for Jan 2025.

2022 PA Commission on Crime and Delinquency (PCCD): Local Law Enforcement Support Grant Program

Project	Equipment and Technological Upgrades
Total Project Estimate	\$177,018
<i>Borough Portion</i>	\$0 (0%)
Date Submitted	Oct 31 2022
Award Notification	Mar 8 2023 (Second Rnd)
Application Status	AWARDED \$87,660
Grant Period Ends	Mar 31 2025
Project Status	Awaiting final invoices.

2022 PA DCNR Community Partnerships Program (C2P2), Small Communities (SC) Program

Project	Northward Playground Basketball Courts
Total Project Estimate	\$70,000
<i>Borough Portion</i>	\$20,000 (29%)
Date Submitted	Apr 6 2022
Award Notification	Sep 6 2022
Application Status	AWARDED \$50,000
Grant Period Ends	Dec 31 2026
Project Status	Design and construction in 2025.

2023 PA DCNR Community Partnerships Program (C2P2), Small Communities (SC) Program

Project	John Siney Park
Total Project Estimate	\$125,000
<i>Borough Portion</i>	\$47,500 (38%)
Date Submitted	Apr 5 2023
Award Notification	Oct 5 2023
Application Status	AWARDED \$77,500
Grant Period Ends	Dec 31 2027
Project Status	Design and construction in 2026.

2023 PA DCED Commonwealth Financing Authority (CFA): Local Share Account (LSA) – Statewide

Project	Firehouse Addition
Total Project Estimate	\$651,360
<i>Borough Portion</i>	\$0 (0%)
Date Submitted	Nov 30 2023
Award Notification	Oct 22 2024
Application Status	AWARDED \$400,000
Project Status	Borough to sign DCED contract agreement. Alert Fire Company to provide a financial commitment letter to the Borough for costs over the awarded amount. Boro and Alert Fire Company to enter into cooperative agreement for bidding and construction.



2023 PA DCED Commonwealth Financing Authority (CFA): Greenways, Trails, Recreation Program (GTRP)

Project	Youth Basketball Court (Third St Playground)
Total Project Estimate	\$75,500
<i>Borough Portion</i>	\$11,325 (15%)
Date Submitted	May 31 2024
Anticipated Award Notification	March 2025
Application Status	Under Review

2024 PA DCED Commonwealth Financing Authority (CFA): Multimodal Transportation Fund (MTF)

Project	Ann Street Rehabilitation (1325LF of milling & overlay, patching, ADA ramps, paint, bid docs, contract & construction admin)
Total Project Estimate	\$222,500
<i>Borough Portion</i>	\$0 (0%)
Date Submitted	July 31 2024
Anticipated Award Notification	May 2025
Application Status	Under Review

2024 PA DCED Commonwealth Financing Authority (CFA): Local Share Account (LSA) – Statewide

Project	Electric Bucket Truck
Total Project Estimate	\$299,300
<i>Borough Portion</i>	\$0 (0%)
Date Submitted	Nov 27 2024
Anticipated Award Notification	Oct 2025
Application Status	Under Review

ST. CLAIR POTENTIAL ACTION ITEMS

1. **Potential Grant Opportunities** – Although no grant applications require immediate attention by Council, several opportunities will become available over the next two months. Council should consider priorities and consider programs that require no local match, particularly transportation programs offered by the PA DCED CFA and the US DOT.

Thank you for your time and consideration in this matter. If you have any questions or comments concerning the above, please contact our office.

Sincerely,

Brian W. Baldwin, PE
Project Manager

Cc: Atty. Edward M. Brennan, Solicitor

Street Dept

Picked up garbage, recyclables, ashes and large items for the month of December.

Installed and repaired two inlets and installed drainage pipe on both inlets.

Repaired blocked drain in Third Street playground.

Checked and cleaned all parks and playgrounds daily.

Finished picking up leaves and gutter lines numerous times throughout the month.

Cleaned out and reorganized mechanics' shop.

The two new fireplugs that were installed have correct fittings and are both operational.

Installed new wood on Salt bin because wood was starting to deteriorate.

We received four loads of salt for the winter.

We are currently installing cold patch on Ann Street as needed to make it passable.

Filled in all potholes in the Borough.

Removed two large down trees at 647 E. Lawton Street.

Cleaned and removed all debris from the creek and bridges.

Dealt with several snow and ice storms.

Clear gutters and roof at police station.

Installed new pegboard in the police station.

I would like to take this opportunity to Thank Robert Price for his 30 plus years of service to the Borough of Saint Clair. He has been a great asset to this department, and we hope he enjoys his retirement.

Maintenance

We prepared and borough vehicles for winter

G-1 garbage truck we serviced the brakes.

G-1 garbage truck broke down on Route 61 on the way to the landfill, so we had to change the coolant tank and hoses on site to have it back up and running.

G-2 welded and repaired hopper handles.

Complete overhaul including wiring, valves, fabricated new control panel in the cab on S-7.

Installed new clutch on S-6 salt spreader.

150A installed new brake hose and serviced.

S-11 we serviced and did an oil change, installed new power steering pump, power steering cooler and lines.

S-10 Replaced clutch on spreader

S-3 Dump Truck is finished looks and runs great. We did an oil change and serviced the police expedition.

Electric Light Department Report

December 2024

November's Energy cost / usage = \$ 143,808.62 / 1,568,976 KWH

Yearly ANSI & Dielectric Safety test done on both bucket trucks and Line truck. Line Truck Failed ANSI test!

Reviewed delinquent book, printed and posted 63 – 48 hour / final disconnect notices, Thurs. 12/5/24

Cut Electric service to 3 Customers for non- payment, restored 2 out of 3 paid in full + reconnect fee.

Completed lighting and sound system in Boone Park for Christmas Festival.

Replaced 2 Electric KWH meters that stopped working at 2 South Nicholas Street and 116 east Patterson.

Spoke with several Customers in regards to payment arrangements.

Replaced street Light fixture corner of Cherry and Dick Streets.

Took down NO PARKING signs and related items from Christmas Tree Lighting Festival.

Complete and submitted to the P.U.C. 2024 cold weather report.

Meeting here with Ameri Comm field Engineer and Joe (our IT guy) Re: Com Cast internet service for Borough.

Placed order with Fromm Electric for 4 drivers to repair LED street lights and 12 ALR photo cells also for lights.

Took Electric Bills to Pottsville Post Office Bulk mailing.

Replaced street light fixture corner of East Hancock and North Fourth Street.

Ran 125' new 14/4 Romex wire above ceiling and installed 2 new ceiling fans in Historical Society Building.

Worked on repairing ceiling at Historical Society Building.

Replaced Electric service drop triplex wire at 589 Wade Road, resident complaining lights flickering.

Customer's lights flickering 218 South Third Street, checked all connections on drop and meter base all good.

Hung lights on Christmas tree for Saint Michael's Church.

Copmplete and submitted P.U.C. Arrearage and Medical Certifiante reports for 2024.

Replaced photo sensor in street light at 16 North Front Street.

Cut Service to 56 Ann Street possible Fire hazard meter sending alerts, found meter / SE cable melted.

Cut Electrical service drop at 40 South Second Street, place condemned and rear of building collapsed.

Performed numerous other jobs, responded to multiple PA ONE calls, answered, returned many phone calls and emails throughout month.

Respectfully Submitted;

Robert Petrozino

01-07-2025

Borough of St Clair
Treasurer's Report - General Fund
November 2024

	<u>TOTAL</u>
419.00 · Educational Services	10,897.03
430.00 · Streets & Bridges Department	36,821.01
452.00 · Recreation Department	86,816.48
481.00 · Payroll Tax Expense	6,462.45
487.00 · Employer Benefits & W/H	64,260.39
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Total Expense	353,083.54
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Net Ordinary Income	-24,802.52
Other Income/Expense	
Other Income	
341.000 · Interest, Dividend Income	725.35
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Total Other Income	725.35
Other Expense	
492.00 · Transfers Department	
492.130 · Transfer to Sinking Fund	25,000.00
492.305 · Transfer to Gen Fund Cap ...	3,000.00
	<hr/>
Total 492.00 · Transfers Department	28,000.00

ENDING BALANCE: \$190,778.13

Borough of St Clair
Balance Sheet
As of November 30, 2024

Nov 30, 24

ASSETS

Current Assets

Checking/Savings

100.10 · Elec. Lgt. Sales Tax- Mid Penn	15,739.00
100.12 · PLGIT - Elec Light Deposit Acct	2,814.03
100.121 · PLGIT PRIME - Elec. Light Dep.	23,439.35
100.13 · PLGIT - Elect Lgt Capital Rsrv	9,034.03
100.131 · PLGIT PRIME-Elec.Light Cap R...	323,309.53
100.14 · PLGIT - Electric Light Fund	645,844.32
100.15 · PLGIT - FIRE INS ESCROW ACCT	38,227.09
100.16 · PLGIT - General Fund	155,957.97
100.17 · PLGIT - General Fund Cap Reserv	9,034.03
100.171 · PLGIT PRIME-Gen. Fund Cap. ...	319,528.30
100.18 · PLGIT - HD Land Devel Escrow	17,740.00
100.19 · PLGIT - Highway Aid Fund	32.03
100.191 · PLGIT PRIME - Highway Aid Fu...	95,286.51
100.20 · Elec. Light Chk. (Mid Penn)	8,047.49
100.21 · PLGIT - Home Program	875.29
100.22 · PLGIT - Recreation Grant Fund	23,239.45
100.221 · PLGIT PRIME - Recreation Grant	185.56
100.23 · PLGIT - Sinking Fund	109,881.31
100.231 · PLGIT PRIME - Sinking Fund	405,292.12
100.24 · PLGIT - Street Opening Permit	1,731.79
100.241 · PLGIT PRIME - Street Opening	80,572.35
100.30 · Gen. Fund Chk. (Mid Penn)	34,820.16
100.40 · PLGIT-Bridge Construction Fund	15.37
100.401 · PLGIT PRIME - Bridge Cons. F...	136,984.62
100.50 · PLGIT - Demolition Fund	389.98
100.501 · PLGIT PRIME - Demolition Fund	288,159.74
100.80 · PLGIT - Ann St Maintenance Fund	0.08
100.81 · PLGIT/PRIME Ann St Maintenance	33,606.95
100.90 · PLGIT - Building Permit Fund	101,818.48
105.10 · PLGIT - Payroll Fund	539.01
105.20 · PLGIT - Withholding Account	956.65
110 · Petty Cash	500.00
110.10 · Petty Cash - General Fund	200.00
110.20 · Petty Cash - Swimming Pool - GF	300.00

Total Checking/Savings	2,884,102.59
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Borough of St Clair
Treasurer's Report - Electric Light Fund
November 2024

	TOTAL
Ordinary Income/Expense	
Income	
7372.40 · Electric Energy Sales	290,326.41
7372.50 · Sales Tax Discounts	25.00
7372.55 · Processing Fees	1,500.00
7372.56 · Miscellaneous Receipts	505.00
7372.57 · Service Fees	500.00
Total Income	292,856.41
Expense	
7401.00 · Electric Light	
7401120 · Superintendent	6,775.75
7409300 · Rental Expense	200.64
7442141 · Office Manager	5,060.00
7442142 · Administrative Assistant	2,168.40
7442143 · Lineman	5,496.00
7442144 · Assistant Lineman	4,816.00
7442210 · Office Supplies	3,374.35
7442220 · Electrical Materials & Supplies	160.96
7442231 · Gasoline & Oil	307.60
7442260 · Minor Equipment	88.18
7442321 · Telephone	105.00
7442361 · AMP - Ohio	144,942.89
7442370 · Maintenance & Repairs	2,300.10
7442372 · Technology/Computer Expenses	21,431.00
7442374 · Vehicle Maintenance & Repairs	244.60
Total 7401.00 · Electric Light	197,471.47
Total Expense	197,471.47
Net Ordinary Income	95,384.94
Other Income/Expense	
Other Income	
341.000 · Interest, Dividend Income	2,531.06
Total Other Income	2,531.06
Other Expense	
492.00 · Transfers Department	
492.130 · Transfer to Sinking Fund	11,500.00
492.80 · Transfer to General Fund	200,000.00
Total 492.00 · Transfers Department	211,500.00

ENDING BALANCE: \$653,891.81

Tax Collector's Remittance to Taxing Districts
WILLIAM UMBENHAUR - 2024 - SAINT CLAIR BOROUGH
For 11/01/2024 thru 11/30/2024
Date Created 12/03/2024
SAINT CLAIR BOROUGH Taxing District

		Municipality	Borough Per Capita	Borough Occupation	Other
A. Collections					
1.	Balance Collectable - Beginning of Month	41010.52	3235.00	1358.70	
2A.	Additions: During the Month (*)				
2B.	Deductions: Credits During the Month - (from line 17)				
3.	Total Collectable	41010.52	3235.00	1358.70	
4.	Less: Face Collections for the Month	2499.12	95.00	37.80	
5.	Less: Deletions/Exemptions from the List (*)			2.10	
6.	Less: Exonerations (*)		5.00	2.10	
7.	Less: Liens/Non-Lienable/Installments (*)				
8.	Balance collectable - End of Month	38511.40	3135.00	1316.70	
B. Reconciliation of Cash Collected					
9.	Face Amount of Collections - (must agree with line 4+7)	2499.12	95.00	37.80	
10.	Plus: Penalties	249.93	9.50	3.78	
11.	Less: Discounts				
12.	Total Cash Collected per Column	2749.05	104.50	41.58	
13.	Total Cash Collected - (12A + 12B + 12C + 12D)				2895.13

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

C. Payment of Taxes

14. Amount Remitted During the Month (*)

Date	Transaction #	Amount	TOTAL ALL TAXES
		Total	0.00

15. Amount Paid with this Report Applicable to this Reporting Month Transaction # 2895.13

16. Total Remitted This Month 2895.13

17. List, Other Credit Adjustments (*)

Parcel / PerCapita #	Name	Amount
		Total
		0.00

18. Interest Earnings (if applicable) \$ _____

TAXING DISTRICT USE (OPTIONAL)

William Unkenhaus
Tax Collector

12-3-2024
Date

Carryover from Previous Month \$ _____
 Amount Collected This Month \$ _____
 Less Amount Paid this Month \$ _____
 Ending Balance \$ _____

I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.

Received by (taxing district): _____

Title: _____ Date: _____

I acknowledge the receipt of this report.



SAINT CLAIR POLICE DEPARTMENT

24 NORTH SECOND STREET

SAINT CLAIR, PA 17970

DISPATCH: 570-429-2240 FAX: 570-429-3050

Police Report: January 2025

December 2024 Police Activity

Total Calls for Service-	338
Total Traffic Stops-	72
Total Traffic Citations-	39
Total Arrests-	16

Vehicle Crash-	11
Abandon Vehicle-	5
Drug Related-	4
Thefts-	10
Domestic-	8
Disturbance-	9

Burglary-	2
Trespassing-	1
Vandalism-	4
Hit and Run-	5
Missing Person-	2
DUI-	1

Warrant Service-	5
Custody Issue-	2
Welfare Check-	3
ATV/Dirt Bike-	3

Police Department Notes:

- Assisted with The Annual Tree Lighting, Santa Parade, and Santa Race.
- Part-Time Officer Cody Searfoss has started to work available shifts.
- Part-Time Officer Neiko Eckley is enrolled in the police Academy and participates in Field Training on nights and weekends, when available.
- I request that Kevin Soberick be hired Kevin Soberick as a Part-Time Officer. Upon appointment, provide uniforms, equipment and a ballistic vest. Mr. Soberick recently retired as the Chief of Police of Salisbury Township, Lehigh County. He has over 30 years experience as a police officer. Presently, Mr. Soberick holds full-time employment as the Deputy Director of Operations for the Schuylkill County Emergency Management Agency.
- The Police Drone has been registered with the Federal Aviation Administration. Sgt. Blanner is licensed as an operator and Chief Dempsey will take the FAA Part 107 exam to be licensed to operate on 01/10/2025.

Respectfully submitted,
William M. Dempsey
Chief of Police

Borough of St. Clair
Zoning Officer's Report
December 2024

Application	Application Date	Description	Status	Location
Zoning Permit Required	12/9/2024	Stand by Generator	Pending	2nd and Hancock
Zoning Permit	12/26/2024	Deck	Issued	22 N. 2nd
Zoning Infraction	12/30/2024	Fence Permit Issued, Possible Storage Area	Under Investigation	N. Hancock

Greg Stednitz

Zoning Officer

1-6-2025

Saint Clair Fire Department
Fire Alarm Report
December 2024

December-05 GENERAL ALARM 09:33 hours (**BOX33**) 227 South Mill St. (*St. Clair Elementary School*) for an automatic fire alarm. All companies dispatched calls from school stating accidental activation units continued in to verify. Members checked all was clear and reset the alarm panel and the Master Box. (**AFA62**) In service 35 minutes.

December-05 STILL ALARM 17:04 hours 417 Dock St. for the tower ladder to standby. Members were made available as they were going to respond. (**FSB63**) In service 10 minutes.

December-06 STILL ALARM 13:09 hours 171 Market St. Blythe Township for a house fire. Alert/Columbia responded with an engine along with Deputy Skrobak. Members assisted other units with fire suppression. (**RSF02**) In service 170 minutes.

December-06 STILL ALARM 13:20 hours 171 Market St. Blythe Township for a house fire. Alert/Columbia, Asst. Johns responded for the tower ladder. Members provided ventilation and overhaul. (**RSF02**) In service 160 minutes.

December-06 STILL ALARM 17:03 hours 121 North Third St. for an odor investigation. Alert/Columbia, all chiefs responded, members found a burnt relay on a heating unit, members secured the unit and ventilated the basement. The homeowner contacted a heating technician. (**ODO62**) In service 75 minutes.

December-09 GENERAL ALARM 14:39 hours (**BOX33**) 4 Clover Drive (*Med-Express*) for an automatic fire alarm. All companies dispatched, chiefs Uhrin and Johns arrived to find personnel and alarm company stating they were testing the alarm. (**AFA62**) In service 15 minutes.

December-10 STILL ALARM 21:19 hours 408 RT. 209 Highway East Norwegian Township for a vehicle accident. Alert/Columbia, Rescue, Chief Uhrin, Skrobak Port Carbon, Schuylkill EMS. And Cumbola Fire Company responded. Members provided traffic control. (**MVA08**) In service 40 minutes.

December-12 STILL ALARM 13:56 hours Joseph H Long Blvd. and Hancock St. for a vehicle accident w/injury. Alert/Columbia, Deputy Skrobak, SCPD, and EMS responded. Members arrived to find 4 cars involved with 3 people confined in vehicles. Members worked to extricate all occupants from the vehicles. (**MVA62**) In service 1 hour.

December-12 STILL ALARM 15:59 hours 25 Main St. Blythe Township (*Village of Kaska*) for a house fire. Alert/Columbia, Chief Uhrin and Skrobak responded. Members arrived and were made available a short time later. (RSF02) In service 50 minutes.

December-13 GENERAL ALARM 07:16 hours (BOX33) 210 Industrial Park Rd. East Norwegian Township for an automatic fire alarm. All companies dispatched, Chief Uhrin arrived and spoke with contractors who cut an alarm wire. The Chief placed the assignment available. (AFA08) In service 30 minutes.

December-20 STILL ALARM 16:36 hours 100 East Darkwater Rd. New Castle Township for a vehicle accident unknown injury. Alert/Columbia, Rescue, Asst. Johns and Skrobak responded, Members assisted patients out of the vehicle and up the embankment also provided traffic control. (MVA17) In service 45 minutes.

December-21 STILL ALARM 19:46 hours 1469 SR61 Highway New Castle Township for an odor investigation. Alert/Columbia, West End, Asst. Johns and Skrobak responded. Members checked the construction area and the Gas Way, nothing was found. (ODO17) In service 30 minutes.

December-27 STILL ALARM 14:29 hours RT209 Highway and Austins Rd. East Norwegian Township for a pole and wires down. Alert/Columbia, Chief Uhrin, Skrobak and SCPD responded, Chief Uhrin arrived and found it to be a past call, gave SCCC the pole info again to have a Verizon representative respond to the scene. (WD08) In service 25 minutes.

December-28 STILL ALARM 17:35 hours 514 West Bacon St. Palo Alto for a reported house fire. Alert/Columbia, Deputy Skrobak responded with the tower ladder. Members were on scene a short time before returning to service. (RSF57) In service 20 minutes.

December-30 STILL ALARM 05:02 hours 108 East Patterson St. for a medical assist. Alert/Columbia, Deputy Skrobak responded. Members assisted EMS with lifting. (MA62) In service 40 minutes.

December-30 GENERAL ALARM 22:49 hours (BOX 33) 400 Terry Rich Blvd. (*Dunkin Donuts*) for smoke in a building. All companies, Chief Uhrin, Skrobak, along with Port Carbon and EMS responded. Members found the smoke from a window heater. (SIS62) In service 75 minutes.

December-31 STILL ALARM 13:42 hours 701 Burma Rd. East Norwegian Township for an off-road rescue. Alert/Columbia, Rescue, Yorkville, EMS, and SCPD responded. Members assisted with patient care and lifting. (ORR08) In service 35 minutes.

December-31 STILL ALARM 14:09 hours 298 East Sherman St. for a landing zone. Alert/Columbia, Rescue, and EMS for a landing zone. Members assisted with lifting and loading the patient into the helicopter. (LZ62) In service 40 minutes.

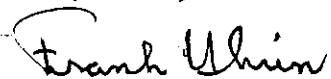
Comments.

The following alarm boxes were tested, 33, 48,

General Alarms	4
Still Alarms	14
False Alarms	0
Chief Calls / Public Service	0

Total Calls	18
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Respectfully submitted,



Frank Uhrin Fire Chief

Saint Clair Fire Department

Fire Alarm report for the year 2024

Carl Skrobak Deputy Chief Frank Uhrin Fire Chief Thomas Johns Asst. Chief

Total number of calls 267

AFA -Automatic Fire Alarm-19	SBY -Stand-by for another Dept-8
STR -Structure Fire (Residential)-16	BF -Brush/Wildland Fire-18
CHF -Chief Request-31	STR -Structure Fire (Commercial)-11
CO -Carbon Monoxide-8	TD -Tree Down-24
LZ -Landing Zone-9	TRF -Trash/Rubbish Fire-5
MA -Medical Assist-8	VF -Vehicle Fire-5
MVA -Motor Vehicle Accident-35	SI -Smoke Investigation-3
ODO -Odor Investigation-9	ORR -Off Road Rescue-7
SIS -Smoke in a Structure-7	PD -Pump Detail-2
WD -Wire Down-12	VLF -Vehicle Leaking Fluid-2
OBM -Oil Burner Malfunction-1	UTL -Utilities Investigation-7

February 13th Storm SCFD members handled 20 calls and were in service for over 16 hours.

Apparatus Runs

Engine 62/11-109 Tower Ladder 62/21-56 Engine 62/12-105 Squad 62/61-56 Ladder 62/23-57
Engine 62/14-26 Brush 62/44-11 Engine 62/15-28 Squad 62/65-39 Brush 62/45-13 UTV 62-2

Calls per month

January-21 February-38 March-21 April-22 May-18 June-27 July-24 August-15
September-17 October-21 November-25 December-18

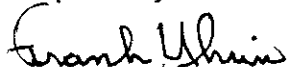
Hours per Month

January-20.5 February-13.25 March-17.08 April-18.08 May-35.16 June-16.83 July-23.41
August-11.08 September-12.0 October-26.50 November-24.75 December-15.91

Run Areas

New Castle Twp.-33 Blythe Twp.-32 East Norwegian Twp.-43 Port Carbon-4 Pottsville-12
West Mahanoy Twp.-1 Sch. Haven-6 Palo Alto-7 Cass Twp.-2 Norwegian Twp.-4 New Phila-1

Respectfully submitted,



Frank Uhrin Fire Chief

**BOROUGH OF ST. CLAIR - CODE ENFORCEMENT – PROPERTY
MAINTENANCE**

16 South Third Street
St Clair, PA 17970

PHONE: 570-429-0640
Fax: 570-429-2829

January 6, 2025

TOTAL COMPLAINTS – 18

RENTAL INSPECTIONS – 5

Respectfully,

Michelle D. Brestowski

Code Enforcement Officer