

**BOROUGH OF CLARKS SUMMIT
BOROUGH COUNCIL MEETING
December 3, 2025**

The December 2025 Borough Meeting was conducted on Wednesday, December 3, 2025, at 7:00 P.M. The meeting was held in Borough Council Chambers, 2nd Floor, 304 South State Street, Borough of Clarks Summit, County of Lackawanna and Commonwealth of Pennsylvania. Council members in attendance were Ms. Gerrie Carey, Mr. Gene Hallinan, Ms. Kathleen Simrell, Ms. Roni Lopez, Chief Chris Yarns, Solicitor Andrew Krowiak, Mayor Harry Kelly, Borough Manager Ms. Jenn Basalyga, and Jr. Councilperson Lauren Bartell. Mr. Robert Sheils, Mr. Steve Guza, Mr. Josh Mitchell, and Jr. Councilperson James Mitchell were absent.

MEDITATION: **President Carey**

PLEDGE OF ALLEGIANCE: **President Carey**

1. APPROVAL OF AGENDA: **President Carey**
Roni Lopez made the first motion to approve the agenda, seconded by Gene Hallinan, vote was 4-0.

2. APPROVAL OF MINUTES: **President Carey**

**November 5, 2025 Borough Council Meeting
November 19, 2025 Worksession**

Roni Lopez made the first motion to approve the minutes, seconded by Gene Hallinan, vote was 4-0.

3. PUBLIC COMMENT & INPUT: **President Carey**

4. POLICE REPORT: **Mayor Kelly**

- **OLP SRO:** Roni Lopez stated the applicant has significant experience as a police officer and working as an officer for school districts. Chief Yarns stated she has her certificate as an SRO at Lackawanna Trail School District. Ms. Lopez stated she would be hired as a part time police officer and if the agreement with OLP is agreed upon, she would be appointed as the SRO there. It would be a seamless transition. Roni Lopez made the first motion to approve Officer Collins as a part time police officer, seconded by Gene Hallinan, vote was 4-0.

Chief Yarns stated that tonight is Councilwoman Lopez last meeting and wanted to thank her for her support for the police department. He was proud to her here for 4 years and she did a fine job.

5. BIDS & QUOTATIONS: President Carey

6. BOROUGH TREASURER'S REPORT: President Carey

- **NOVEMBER 2025 N/A**

7. VENDOR PAYMENTS TO BE RATIFIED:

- **NOVEMBER 2025 N/A**

8. BUDGET ORDINANCES:

- **General Fund Budget:** Roni Lopez made the first motion to approve the General Fund, seconded by Kathleen Simrell, vote was 4-0.
- **Sewer Fund Budget:** Roni Lopez made the first motion to approve the Sewer Fund Budget, seconded by Kathleen Simrell, vote was 4-0.
- **Liquid Fuels Fund Budget:** Roni Lopez made the first motion to approve the Liquid Fuels Fund Budget, seconded by Gene Hallinan, vote was 4-0.
- **Fire Fund Budget:** Roni Lopez made the first motion to approve the Fire Fund Budget, seconded by Kathleen Simrell, vote was 4-0.

9. OLD BUSINESS: President Carey

- **Jenn Basalyga's Contract:** Roni Lopez made the first motion to approve Jenn Basalyga's contract, seconded by Gene Hallinan, vote was 4-0.
- **Nicole Kelly's Contract:** Roni Lopez made the first motion to approve Nicole Kelly's contract, seconded by Gene Hallinan, vote was 4-0.
- **Woodridge Circle streetlight request:** Council decided not to move forward without acting on the request.
- **December 31 Worksession:** Roni Lopez made the first motion to cancel the worksession, seconded by Gene Hallinan, vote was 4-0.
- **Fire Department Contract:** Roni Lopez made the first motion to approve the Fire Department Contract, seconded by Kathleen Simrell, vote was 4-0.
- **Police Officer at meetings:** Roni Lopez made the first motion to approve having an officer when possible, at the meetings, seconded by Gene Hallinan, vote was 4-0.
- **Part Time Officer-Collins:** Already voted on.

10. NEW BUSINESS: President Carey

- **Resolution 2025-08 SAPA Amendment:** Roni Lopez made the first motion to approve Resolution 2025-08, seconded by Gene Hallinan, vote was 4-0.

- Resolution 2025-09: SAPA DCED Renewal: Roni Lopez made the first motion to approve Resolution 2025-09, seconded by Gene Hallinan, vote was 4-0.
- COLA Police Pension: To be voted on for the January 2026 meeting.
- Police Contribution 5.5%: To be voted on in January 2026.

11. SOLICITORS REPORT

12. CORRESPONDENCE:

EXECUTIVE SESSIONS:

President Carey

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|----------------------|-----|
| • Prior- | N/A |
| • During- | N/A |
| • Subsequent- | N/A |

Roni Lopez commented as this was her last meeting as a council person. She stated it has been an opportunity of a lifetime, she has learned and grown so much and she thanks everyone for their support. Her most proud achievement is the Police Contract, it humbled and challenged her, and she thinks the contract was well deserved.

ADJOURN:

President Carey

Roni Lopez made the motion to adjourn