

**BOROUGH OF CLARKS SUMMIT
BOROUGH COUNCIL MEETING
June 3, 2026**

The June Borough Meeting was conducted on Wednesday, June 3, 2026, 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, Mr. Steve Guza, Mr. Josh Mitchell, Ms. Susan Grady, Mr. Robert Sheils, Chief Chris Yarns, Solicitor Andrew Krowiak, Mayor Harry Kelly, and Borough Manager Ms. Jenn Basalyga. Kathleen Simrell joined the meeting around 7:10pm and Jr. Councilperson James Mitchell was absent.

MEDITATION:

President Carey

PLEDGE OF ALLEGIANCE:

President Carey

Council went into an executive session:

Council returned from the executive session:

1. APPROVAL OF AGENDA:

President Carey

Steve Guza made the first motion to approve the agenda, seconded by Josh Mitchell, vote was 6-0.

2. APPROVAL OF MINUTES:

President Carey

May 6, 2026 Borough Council Meeting

May 27, 2026 Worksession Meeting

Josh Mitchell made the first motion to approve the minutes, seconded by Gene Hallinan, vote was 6-0.

3. PUBLIC COMMENT & INPUT:

President Carey

Maura Lance spoke to council about safety concerns with her neighbor's tree at 205 Electric Street. She asked the borough to intervene in the situation as she is in fear of it falling on her property. Jenn Basalyga stated the borough does not have an ordinance to enforce a resident to remove a tree. Tree issues are generally a neighbor-to-neighbor issue. Solicitor Krowiak stated there is an ordinance as it pertains to the removal of trees however it specifically talks about it being a danger to sidewalks and streets etc. He would take a look at that ordinance. Ms. Lance inquired about adding something concerning trees into an ordinance for the future. Bill Lance also commented that the tree is very dangerous, and he was told the tree will destroy the house.

Mark Cordelli with Lackawanna County presented a list of events happening in the area.

A resident discussed properties that have issues with junk and snow issues. Mainly for out of town landlords that don't take care of their properties. She also mentioned the E-bikes. Chief Chris Yarns stated some of them are illegal and some are not. There is a difference in the wattage. Mayor Kelly stated this is a nationwide issue.

Chief Yarns stated the borough does have issues with this. He stated that this starts with the parents. They are trying to inform the kids and the parents about this. They started writing warnings which will become citations if they continue.

4. POLICE REPORT:

Mayor Kelly

Chief Yarns thanked council for the tenure while he was here. He felt like he had great conversations with every council member. He thanked council for the way they treated the police department. Josh Mitchell asked about the numbers with the part timers, there was a computer calculation issue that will be corrected. Gerrie Carey said Chris has done great work with the police department.

5. BIDS & QUOTATIONS:

President Carey

6. BOROUGH TREASURER'S REPORT:

President Carey

- **MAY 2026:** Josh Mitchell made the first motion to approve the Treasurer's Report, seconded by Steve Guza, vote was 7-0

7. VENDOR PAYMENTS TO BE RATIFIED:

- **MAY 2026:** Steve Guza made the first motion to pay the bills, seconded by Josh Mitchell, vote was 7-0.

8. OLD BUSINESS:

President Carey

- **Pavilion Concrete Project – CDBG Resolution 2026-11:** Josh Mitchell this allows the county to continue with the projects so that it can be done and the money spent on time. There is a requirement to move forward with the contracting. Solicitor Krowiak stated this is a formality to contract to move forward and proceed with the money from 2021. Josh Mitchell made the first motion to approve Resolution 2026-11, seconded by Gene Hallinan, vote was 7-0.
- **Allocation of \$100,000 to Senior Center Repairs-CDBG:** Josh Mitchell stated about a year ago council allocated \$120,000 to the Senior Center Project Repair. The scope of work expanded at the Senior Center. The additional work amounting to \$100,000 is in as Alt/Add, so if council decided not to allocate these funds, the projects that were already approved would move forward and the Alt/Add would be declined. Mr. Mitchell stated the borough has more than adequate money in the CDBG funds. Josh Mitchell made the first motion to allocate \$100,000 on top of what council has already allocated to the Senior Center Repairs Project, seconded by Kathleen Simrell, vote was 7-0.
- **Clock Tower Agreement-Ron Parasole Update: Solicitor** Krowiak stated he spoke with Mr. Parasole and he is getting his portion of

the clock tower agreement notarized. He asked for a motion from council to allow Ms. Carey to sign on behalf of council. It is a waiver of liability and to a transfer of ownership of the physical clock tower itself. Solicitor Krowiak drafted the agreement, and it protects the borough from any liability. Bob Sheils made the first motion to authorize President Carey to sign the clock tower agreement with Ron Parasole on behalf of the Clarks Summit Borough, seconded by Gene Hallinan, vote was 7-0.

- **America 250 Mark Shiffer Costs:** Bob Sheils made the first motion to pay \$587.71 to Mark Shiffer for costs associated with the America 250 Memorial, seconded by Steve Guza, vote was 7-0. Josh Mitchell stated with the savings of not having to remove the clock tower, there is some wiggle room with the budget.

- **Electrical Box-Walsh Electric Quote:** Steve Guza made the first motion to accept the Walsh Electric quote of \$6,700 to remove the electrical box, seconded by Josh Mitchell, vote was 7-0.

- **OLP SRO MOU:** Solicitor Krowiak stated that the Diocese and OLP have signed the MOU and also returned the proposal. They have secured funding and they are looking for the SRO to start August 19, 2026. The proposal which confirms in writing the agreement that the Chief of the Clarks Summit Police Department has the ability to schedule the officers, if we are short staffed it doesn't hamstring the borough by having an SRO there and the School and the Diocese is aware and in agreement. Steve Guza made the first motion to accept the proposal for the SRO for OLP, seconded by Sue Grady, vote was 7-0. Josh Mitchell made the first motion to approve the MOU with OLP, seconded by Steve Guza, vote was 7-0.

- **West Grove Street Sidewalks MOU:** Tabled until later in the year. Josh Mitchell will reach out to the Superintendent. The school is objecting to taking care of both sides of the bridge. They also had some liability issues that they wanted to run past their solicitor. The school stated they did not see a direct benefit to the district. Mr. Mitchell asked Solicitor Krowiak to reach out to the school solicitor for a reply to the proposal and the issues they have with liability concerns.

- **Civil Service-Full Time Officer:** Jenn Basalyga stated we have the written test results in with 7 officers passing. Scheduling the oral examinations asap. The oral examinations will take place in council chambers. Bob Sheils stated then the top three will be on a list for council to vote on. Mr. Mitchell stated the meeting will be recessed in order to possibly vote on a new officer before the end of June as there would be State money available to us if hired by June 30th.

- **Police Regionalization:** Still looking into numbers, hope to meet again in a few weeks.

- **Kevin Yetkowskas Police Chief Contract:** Josh Mitchell made the first motion to hire Kevin Yetkowskas as the Borough's new Police Chief, seconded by Gene Hallinan, vote was 7-0.
- **Section 504 Documents:** Jenn Basalyga stated these documents will be in the office if needed.
- **Handicapped Door-CDBG:** Steve Guza made the first motion to sign the agreement with the Engineers at a cost of \$3,000 to move forward on the door, seconded by Kathleen Simrell, vote was 7-0.

9. NEW BUSINESS:

President Carey

- **Civil Service Replacement:** Gerry Seibert has resigned from the Civil Service Committee, and the borough needs a replacement. George Yarns is not available to take on the role; he will remain the alternate. Solicitor Krowiak stated they have to be a resident of the borough; they cannot be an employee.

10. SOLICITORS REPORT

11. CORRESPONDENCE:

Gerrie Carey: Thanked everyone who attended the America 250 Ceremony.

EXECUTIVE SESSIONS:

President Carey

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| • Prior- | 5/27/2026 Contractual issues involving the hiring of an employee. |
| • During- | During this meeting |
| • Subsequent- | None |

ADJOURN:

President Carey

Gene Hallinan made the motion to adjourn