MINUTES

The Athens Borough Council met in regular session on December 08, 2025, Council Chambers, Athens Borough Municipal Building.

Present: President Scott Riley, Vice-President Sharon Sporn, President Pro Tem Joanne Polzella, Council member Matthew Patton and Mayor Francis Roupp III.

Absent: Walter Chaykosky, Anthony Smith and Robert Williams

Mayor Francis Roupp III led in the Salute to the Flag.

President Scott Riley called the meeting to order 7:00PM.

President Scott Riley stated that this meeting is being tape recorded to assist the Borough Secretary in the preparation of the Minutes. When approved by Council the tapes will be reused and not preserved. If you have a recording device, please announce so at this time.

President Riley took a moment to thank Mayor Roupp and Anthony Smith for their years or dedicated service to the Borough of Athens.

PRESS

Sayre Morning Times announced they were recording the meeting.

PUBLIC

Dale Bowen, 203 Bridge Street, asked Council if any committee meetings were held or any consideration to not raise taxes were made from last meeting or if Council is still plans on passing the tax increase.

President Riley stated the tax increase is on the agenda for adoption.

Mr. Bowen presented Council with pictures of potential code violations in the Borough. He stated Code Enforcement is not enforcing the curb ordinance. Mr. Bowen suggests Council and Code Enforcement review the curb ordinance. He stated Code Enforcement is not doing their job.

The Borough Manager requested the addresses of the photos but Mr. Bowen stated he could contact him after the meeting for that information.

President Riley thanked Mr. Bowen for his time.

PRESIDENT RILEY

MONTHLY BILLS

It was moved by Polzella and seconded by Sporn that the December 2025 monthly bills be approved as follows:

General Fund **$731,548.90**
Sewer Fund **$12,105.54**
Fire Fund **$389.03** – Loan Payment #76

AYES: Patton, Polzella, Sporn, Riley
NAYES: None
ABSENT: Chaykosky, Smith, Williams
Motion carried.

MINUTES

It was moved by Sporn and seconded by Polzella that the minutes of the regular meeting on November 10, 2025 be approved as written. Motion carried.

ORDINANCE NO. 740 – 2026 TAX RATE

It was moved by Sporn and seconded by Patton that the Borough Manager be authorized to advertise the Ordinance setting the tax rate for the fiscal year 2026. Motion carried.

ORDINANCE NO. 740

AN ORDINANCE OF THE BOROUGH OF ATHENS FIXING THE TAX RATE FOR THE FISCAL YEAR 2026.

SECTION NO. 1

That a tax be and the same is hereby levied on all property within the Borough of Athens subject to taxation for the Borough purposes for the fiscal year 2026 as follows:

General Purposes..... 23.75 mills

Library Purposes..... .25 mill

Fire Equipment Purposes..... 1.00 mills

Making a total tax rate of 25 mills for all Borough purposes on each dollar of assessed valuation.

ORDINANCE NO. 741 - 2026 POLICE PENSION FUND CONTRIBUTIONS

It was moved by Sporn and seconded by Patton that the Borough Manager be authorized to advertise the Ordinance discontinuing contributions by either the Borough of Athens or the Police Force for the calendar year 2026 based on the Actuarial Valuation Report of the Police Pension Fund. Motion carried.

ORDINANCE NO. 741

AN ORDINANCE AMENDING CHAPTER 22, POLICE PENSION FUND, OF THE CODE OF THE BOROUGH OF ATHENS, COUNTY OF BRADFORD, COMMONWEALTH OF PENNSYLVANIA.

The Borough of Athens hereby ordains and enacts as follows:

Under Section 22-4, Contribution Rate of the Code of the Borough of Athens hereby deletes the following:

No contribution shall be required by either the Borough of Athens or the Police Force for the calendar year 2025 based on the Actuarial Valuation Report of the pension of the Police Pension fund.

Under Section 22-4, Contribution Rate of the Code of the Borough of Athens, hereby adds the following:

No contribution shall be required by either the Borough of Athens or the Police Force for the calendar year 2026 based on the Actuarial Valuation Report of the pension of the Police Pension Fund.

2026 BUDGET

It was moved by Sporn and seconded by Patton that the 2026 budget be adopted. Motion carried.

REORGANIZATION MEETING

The Athens Borough Council Reorganization meeting will be held on January 05, 2026. Council will set their meeting dates for the 2026-2027 calendar year.

2026 PENSION MEETING

The Athens Borough Pension Board will meet with the Univest Administrators on April 02, 2026 at 1:30PM.

CALL FOR AN EXECUTIVE SESSION

President Riley called for an Executive Session to discuss the Real Estate Assessment appeal at 200 S Main Street, litigation issue for the non-building waiver proposal of the Lois Lane property and litigation of the Second Street sidewalks.

COMMUNITY AND DEVELOPMENT

Vice-President Sporn stated:

SHADE TREE

The Shade Tree Commission met on November 17, 2025 at 6:00PM at the Athens Borough Municipal Building. There is no meeting in December.

The Shade Tree Committee will meet the third Monday of each month at 6:00PM at the Athens Borough Municipal Building for the 2026 calendar year.

CODE ENFORCEMENT COMMITTEE

President Pro Tem Polzella stated:

The Zoning Officer's monthly report was made available to Council on December 01, 2025.

Zoning Permits Issued: 2
Zoning Permits Denied: 1
Zoning Permits to Date: 47

Customer Requests: 44

Property Maintenance Violation Notices Issued:

Total to Date (2025): 166

Contractor Permits:

Issued: 116 Pending: 6 Void: 0

P&Z MEETING

The Planning and Zoning Commission met on October 08, 2025 at 6:00PM at the Athens Borough Municipal Building.

2026 P&Z MEETINGS

The Planning and Zoning Commission will meet on April 8th, July 8th, and October 8th at 6:00PM at the Athens Borough Municipal Building for the 2026 calendar year and will advertise any special meetings no later than 48 hours prior to the date set for the special meeting.

PUBLIC WORKS COMMITTEE

President Riley stated:

The Public Work's Department report was made available to Council on December 04, 2025.

CHANGE ORDER #2 – PAVING PROJECT

It was moved by Sporn and seconded by Patton that change order #2 of the Athens Borough Paving Project be approved in the amount of $66,445.67. The change order outlines the reductions and increases of the project totals.

POLICE COMMITTEE

Council Member Patton stated:

The Police Chief's monthly report was made available to Council on December 05, 2025.

Monthly Report

Month of November		Total for the Year 2025
115	Total Number of Calls:	1,604
0	Felony Arrests:	37
0	Misdemeanor Arrests:	91
9	Non-Traffic Arrests:	35
1	Traffic Citations:	73
21	Traffic/ Parking Reports:	309
0	Truancy Reports:	0
0	PFA Violations	20
1	Parking Tickets/Warnings	11

	Mileage:	
934	2017 Tahoe	100,962 Overall
712	2019 Tahoe	62,646 Overall
587	2023 Tahoe	30,808 Overall

	District Court:	
1	Criminal Cases:	52
1	Traffic Cases:	63
9	Non-traffic Cases:	49
0	Truancy	0
11	Total Cases:	164

SR 199/S MAIN STREET TRAFFIC ISSUE

Council and the Borough Manager discussed possible grant funding for the Flashing Arrow sign. The Borough Manager will contact Penn Dot to obtain grant information.

CIVIL SERVICE COMMITTEE

It was moved by Sporn and seconded by Polzella to authorize the Civil Service Committee to proceed with creating a list of authorized Police Offices eligible for hire. Motion carried.

FIRE COMMITTEE

President Riley stated:

The Fire Department's monthly report for November was made available to Council on December 05, 2025.

MAYOR ROUPP

Mayor Roupp took a moment to thank Council and Borough Employees for their help/assistance throughout his years as Mayor of Athens Borough.

SOLICITOR

The Solicitor's report was made available to Council on December 05, 2025.

EXECUTIVE SESSION

START: 7:20PM
STOP: 8:11PM

ADJOURN

It was moved by Sporn and seconded by Polzella that the meeting be adjourned at 8:12PM. Motion carried.

ATTEST:

_____
Tara R. Campbell, Secretary