MINUTES

The Athens Borough Council met in regular session on October 13, 2025, Council Chambers, Athens Borough Municipal Building.

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

Absent: Walter Chaykosky and Anthony Smith.

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.

PRESS

No one present.

PUBLIC

No one present.

PRESIDENT RILEY

MONTHLY BILLS

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

General Fund **$224,949.07**
Sewer Fund **$6,923.39**
Fire Fund **$389.03** – Loan Payment #74

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

MINUTES

It was moved by Williams and seconded by Smith that the minutes of the regular meeting on September 08, 2025 be approved as written. Motion carried.

RESOLUTION NO. 2025 - 7

It was moved by Polzella and seconded by Sporn that Resolution No. 2025 – 7, regarding preauthorization of the Treasurer to pay the Borough's utility bills when received between Council meetings to avoid late fees be adopted. Motion carried.

PRESENTATION OF THE 2024 BUDGET

The Executive Committee has spent a great deal of time preparing the 2026 budget for presentation. The Committee has reviewed every line item and made adjustments necessary due to inflation rates. The Executive Committee has also evaluated and recognized the necessity of continuing with the plan of investing in our Police Department and assuring the safety of our Officers therefore have included increased funding to bring the Police Department to a full staff status of 8 Full Time Officers.

The 2026 tentative budget is presented with a 3.5 mill tax increase. According to the tax duplicate the majority of the property owners fall somewhere between an assessed valuation of $30,000 to $40,000 which would result in an average tax increase between $105.00 and $140.00 per year.

As always, Athens Borough focuses on maintaining the current services provided as well as expanding services to the Borough, an increase in taxes is necessary to continue operating as planned.

On November 10, 2025 the Borough Council will hold a public hearing at 7:00PM, at which time the public may address the Council concerning the 2026 budget proposal.

The Ordinance setting the tax rate for 2026 will be presented at the November 10, 2025 meeting of Council. The Ordinance is scheduled for adoption at the December 09, 2025 meeting of Council.

2026 TENTATIVE BUDGET

	2025	***2026 PROPOSED BUDGET***
1. General Fund	$1,921,745.00	$1,994,073.00
2. Library Fund	$12,000.00	$11,030.00
3. Street Maintenance Fund	$99,135.00	$90,000.00
4. Fire Equipment Fund	$48,600.00	$44,635.00
5. Sewer Revenue Fund	$1,011,660.00	$1,002,700.00
TOTAL	$3,093,140.00	$3,142,438.00

REAL ESTATE TAX LEVY

	2025	**2026 PROPOSED**
1. General Fund	20.25 mills	23.75 mills
2. Fire Equipment Fund	1.00 mills	1.00 mills
3. Library Fund	.25 mills	.25 mills
TOTAL LEVY	20.00 mills	25.00 mills

SEWER RENT CHARGES

	2025	***2026***
1. Residential	$145.00/edu/quarter	$145.00/edu/quarter
2. Commercial/Public	$145.00/edu/quarter or $11.62/thousand gal water/quarter (whichever is greater)	$145.00/edu/quarter or $11.62/thousand gal water/quarter (whichever is greater)

CALL FOR AN EXECUTIVE SESSION

President Riley called for an Executive Session to discuss: Real Estate – Cell Tower, Personnel – Consolidation of Police Services and Personnel/Litigation issues during the budget process.

COMMUNITY AND DEVELOPMENT

Vice-President Sporn stated:

SHADE TREE

The Shade Tree Commission met on September 15, 2025 at 6:00PM at the Athens Borough Municipal Building. Their next meeting is October 20, 2025 at 6:00PM at the Athens Borough Municipal Building.

CODE ENFORCEMENT COMMITTEE

President Pro Tem Polzella stated:

The Zoning Officer's monthly report was made available to Council on October 07, 2025.

Zoning Permits Issued: 8
Zoning Permits Denied: 1
Zoning Permits to Date: 43

Customer Requests: 33

Property Maintenance Violation Notices Issued:

Total to Date (2025): 146

Contractor Permits:

Issued: 100 Pending: 7 Void: 0

P&Z MEETING

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

RESOLUTION No. 2025 - 5

It was moved by Sporn and seconded by Patton that Resolution No. 2025 – 5, increasing the Zoning Hearing Board application fee from $750 to $1500. Motion carried.

PUBLIC WORKS COMMITTEE

Council Member Williams stated:

The Public Work's Department report was made available to Council on October 02, 2025.

CHANGE ORDER # 1 – AQUA PAVING PROJECT

It was moved by Williams and seconded by Sporn that Change Order # 1 in the amount of $83,751.80 to include the milling and paving of Agnes Street as part of the Aqua Paving Project be approved. Motion carried.

RESOLUTION NO. 2025 – 3

It was moved by Patton and seconded by Sporn that Resolution No. 2025 – 3, requesting the authorization to apply for a Statewide Local Share Account Grant from the Commonwealth Finance Authority for the purchase and upfit costs of a 2026 F600 Dump Truck in the amount of $137,469.50 be adopted. Motion carried.

2025 LEAF COLLECTION SCHEDULE

FIRST and FOURTH WARDS:	November 3th through November 7th November 10th through November 14th
SECOND and THIRD WARDS:	November 17th and November 21st November 24th through November 28th

All leaves must be raked to the curb line. If there is no area between the curb and sidewalk, place the leaves as close to the sidewalk as possible. Per Athens Borough Ordinance, DO NOT PLACE LEAVES IN THE STREET, Violators will be subject to a fine. Do not place sticks, brush or garbage in the leaf pile. If there are any sticks, brush or garbage in the leaf pile, the pile will not be picked up. The Borough understands that the leaves may not have fallen at your time of scheduled collection, once your leaves fall, please place them along the sidewalk as directed.

SALE OF EQUIPMENT

It was moved by Williams and seconded by Sporn that the Borough Manager be authorized to advertise the sale of the 1995 Giant Vac Leaf Collector and Leaf Box on the Municibid auction site. Motion carried.

POLICE COMMITTEE

Council Member Patton stated:

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

Monthly Report

Month of September		Total for the Year 2025
177	Total Number of Calls:	1,345
3	Felony Arrests:	30
6	Misdemeanor Arrests:	76
0	Non-Traffic Arrests:	17
6	Traffic Citations:	72
24	Traffic/ Parking Reports:	276
0	Truancy Reports:	0
3	PFA Violations	14
0	Parking Tickets/Warnings	10
	Mileage:	
775	2017 Tahoe	98,840 Overall
464	2019 Tahoe	61,383 Overall
232	2023 Tahoe	29,714 Overall
	District Court:	
3	Criminal Cases:	45
1	Traffic Cases:	62
8	Non-traffic Cases:	33
0	Truancy	0
12	Total Cases:	140

ORDINANCE NO. 738

It was moved by Williams and seconded by Polzella that Ordinance No. 738, limiting weight of motor vehicles be adopted as advertised on October 03, 2025. Motion carried.

NO PARKING ORDINANCE AMENDMENT

It was moved by Patton and seconded by Sporn that Solicitor Foster be authorized to advertise the proposed No Parking Ordinance Amendment after allowing a two week review and comment period from this meeting. Motion carried.

HIRING APPLICANT A – FULL TIME PATROL OFFICER

It was moved by Sporn and seconded by Riley that Athens Borough hires Applicant A as a Full Time Patrol Officer per the approved Civil Service Commission list of eligible candidates depending on the successful completion of the medical and psychological examinations. Motion carried.

CROSSWALK/TRAFFIC ISSUES – N MAIN, WALNUT AND SPRUCE

President Riley opened Public Session.

An Athens Borough Resident addressed Council with his concerns regarding the safety for Pedestrians at the Pedestrian Crossing at the intersection of N Main, Walnut and Spruce Streets. Mr. Calhoun stated that he and other residents walk their small children to the Pre-school location at 116 Walnut Street and vehicles do not slow down / yield at the Pedestrian Crosswalk.

Chief Dieg stated that she has reached out to PennDot and was advised the Borough needs to draft a letter requesting additional signage at that intersection.

CENTRAL SQUARE RMS

Chief Dieg informed Council of the progress regarding the Countywide/Nationwide new program for Police Reporting. Chief Dieg stated there's been a lack in progress with this system and is wondering if the local Mayors would get together and reach out with the Municipalities' concerns to the Bradford County Commissioners.

PARKS AND RECREATION COMMITTEE

President Riley stated:

RESOLUTION NO. 2025 – 4

It was moved by Williams and seconded by Sporn that Resolution No. 2025 – 4, requesting the authorization to apply for a Statewide Local Share Account Grant from the Commonwealth Finance Authority for the Rehabilitation of the Teaoga Square brick pavers in the amount of $87,982.00 be adopted. Motion carried.

FIRE COMMITTEE

President Riley stated:

The Fire Department's monthly report for September was made available to Council on October 09, 2025.

MAYOR

The Athens Area School District's Homecoming Parade was held on October 11, 2025.

The Halloween Parade will be held in Athens Borough on October 18, 2025 at 10:00AM

The Athens Business Association is holding a Halloween Festival (Moonlight on Main Street on October 18, 2025 from 12:00PM to 6:00PM in Downtown Athens.

Trick or Treat Night in Athens Borough will be on Thursday, October 30, 2025 from 6:00PM to 8:00PM. (This was moved to Wednesday, October 29, 2025 due to inclement weather.)

SOLICITOR

The Solicitor's report was made available to Council on October 10, 2025.

EXECUTIVE SESSION

START: 7:30PM
STOP: 8:22PM

ADJOURN

It was moved by Williams and seconded by Sporn that the meeting be adjourned at 8:23PM. Motion carried.

ATTEST:

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Tara R. Campbell, Secretary