

November 18, 2025

Derry Borough Council met in regular session Tuesday, November 18, 2025 at 7:00pm at AV Germano Hall, 100 W. Second Street, Derry, PA with the following members present: Barbara Phillips, Sara Cowan, Nathan Bundy, Jasen Lentz, Jim Ritenour, Rich Eikenburg and Rob White. Lee Demosky, Solicitor, was present. Grant Nicely, Mayor was present.

**MOTION** by Sara Cowan to approve the minutes for the regular council meeting of October 14, 2025. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

**MOTION** by Jasen Lentz to approve the minutes for the special council meeting of November 5, 2025. Motion **SECONDED** by Rob White. All members present voiced “aye” in favor of the motion. Motion passed.

**MOTION** by Nathan Bundy to approve the minutes for the special meeting of November 12, 2025. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

**MOTION** by Jasen Lentz to approve the treasurer’s report for September 30, 2025.

\$546,575.81 -General Fund Balance Sheet

\$355,714.69 -Liquid Fuels Balance Sheet

\$15,432.59– Street Lighting Fund

Motion **SECONDED** by Nathan Bundy. All members present voiced “aye” in favor of the motion. Motion passed.

**RECOGNITION OF VISITORS**

**SOLICITOR’S REPORT**

**MAYOR’S REPORT**

The Mayor reported for October 2025 with total receipts of \$1,230.57, which included traffic receipts of \$399.18, non-traffic receipts of \$295.27, and \$391.12 in clerk of court and \$40.00 miscellaneous receipts and \$0 parking. There were 132 complaint calls, 4 traffic citations, 4 non-traffic citations, and no parking tickets.

**ZONING /UCC/ CODE OFFICER’S REPORT**

BIU report for October 2025 – Summary Report: No Zoning Permits, 1- UCC, 5-Occupancy, and 4-Code Enforcement Violations with 3 court appearances issued in the month of October 2025 by BIU.

**COMMITTEE REPORTS**

**Public Works/Buildings Grounds/Zoning/Code/Flood** – Snow Removal Equipment, Salt boxes installed, plows tested, Hydraulic line replacement on the 2015 F550 salter. Mossback winterized Leaf Pick-up, Lift truck paint, Sign replacements, dump truck maintenance, and alley repairs. November Plans Winterize moving equipment and community park, Christmas Banners complete, drainage project with MABD and Leaf Pick up.

**Finance/ Budget** - 5<sup>th</sup> Draft Distributed and on agenda for approval of advertisement.

**Grants** - DOJ Grant Received, LSA Grants applied for Owens Ave, Gazebo, Big Foot Park, GTE working on plans and/or applications for W. Third Culvert and Mossback bathrooms. Council can start to plan for next year's application for the CDBG funding that is available and required to be submitted by September 2026. A copy of the 2027 Application should be available in June of 2026. Information regarding the funding can be found on the Westmoreland County Planning and Development Website under Community Development Block Grants.

**Business Development/ Community Relations/School Services/ Rebranding Derry** –

**Community Pool**- Friends of Derry will be providing the Derry Community Pool with the new fire suppression system, griddle, and a changing table.

**Refuse/Recycling** -

**TCC Representative** -

**Personnel Onboarding** -

**COG Representative** – COG met the previous week with discussion held on code enforcement needs. The COG will be planning to use Greensburg for code enforcement and will be available to interested member municipalities.

**Public Safety/Fire/Police** – The Public Safety and Crime Prevention Group met this evening prior to the regular meeting. The next meeting will be on December 9<sup>th</sup> at 6pm

## ANNOUNCEMENTS

### PLANNING COMMISSION

Next planning commission meeting to be held on 7pm November 24, 2025 at AV Germano Hall discussing subdivision plans for the Derry Business Park

### REPRESENTATIVES

Meeting schedule as listed:

- DARCEE meeting 4<sup>th</sup> Weds 7pm Semi-Monthly alternating between Derry Borough, Derry Township, and New Alexandria. Next meeting to be held in January 2026.
- Derry Area Historical Society – Board Meetings are on the 3<sup>rd</sup> Monday monthly at 6:30pm at the Fulton House. Their website is [derryhistory.org](http://derryhistory.org). Please check out their facebook page for updated information searching Derry Area History.
- Derry Railroad Days Committee meets the 3<sup>rd</sup> Tuesday monthly at 6:30pm at AV Germano Hall (Alternative meeting place is the Fulton House in New Derry) Always looking for new members from Derry Borough!
- The Derry VFW and American Legion would like to invite everyone to take part in a solemn flag raising and lowering ceremony monthly on the 10th and 11th at the Veterans Memorial Bridge at 6pm. If you would like a family member's flag to be flown for a certain month, feel free to contact us. It is a great honor to provide this service and to show the community we

are very much active. Derry VFW would very much like to see our ranks grow, for the VFW and the American Legion. If interested in either the flag raising or joining the VFW or Legion contact Russ McKlveen.

- Friends of Derry –November 13, 2025 at 6:30pm at the Derry Borough Building 2<sup>nd</sup> Floor.

### COMMUNICATIONS

- Friends of Derry is hosting a Santa Workshop event for crafts and pictures with Santa on Sunday, December 14<sup>th</sup>, 2025 from 3pm-6pm at the American Legion Building located 111 W. Second Avenue, Derry.

### UNFINISHED BUSINESS

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1. Board and Commission terms available in the Borough:
  - One alternate board member for the zoning hearing board expiring December 31, 2029. **MOTION** by Nathan Bundy to appoint Matthew Wilson to the alternate board member expiring December 31, 2029. Motion **SECONDED** by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
  - One (1) four-year term for the planning commission expiring December 31, 2026.
  - One (1) five-year term for the Derry Borough Municipal Authority expiring December 31, 2029
  - Vacancy Board Chairman
2. Derry Business Park
3. Appoint a Deputy Tax Collector – No applicants
4. 2025-2026 Paving Project – Completed
5. Part-time Office Assistant – Seton Hill Career Fair November 19, 2025 to promote for an internship.
6. Civil Service Commission – Cody Heacox, Josh Campbell, Wayne Churley, Kayla Buchko, and Grant Nicely submitted letters for appointment.

Nathan Bundy nominated Grant Nicely, Seconded by Jim Ritenour

Jasen Lentz nominated Josh Campbell, Seconded by Sara Cowan.

Sara Cowan nominated Wayne Churley, Seconded by Nathan Bundy

Jim Ritenour nominated Kayla Buchko as first alternate, Seconded by Rich Eikenburg

Nathan Bundy nominated Cody Heacox as second alternate, Seconded by Jasen Lentz

**MOTION** by Rob White to approve nominations as listed. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

NEW BUSINESS

1. RFP for Police Pension Services
  - CBIZ - Review
  - Girard - Review

**MOTION** by Nathan Bundy to approve CBIZ as the new pension fund investment advisory and custodial firm for the Derry Borough Police Pension Plan. Motion SECONDED by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
2. **MOTION** by Jasen Lentz to approve to advertise 2026 General Fund Budget and Street Light Budget. Motion SECONDED by Rich Eikenburg. All member present voiced “aye” in favor of the motion. Motion passed.
3. **MOTION** by Rich Eikenburg to approve to advertise Ordinance 821 Fixing the 2026 Tax Rate for the General Fund at 29 mills and Street Light Fund at 2.5 mills. Motion SECONDED by Nathan Bundy. All members present voiced “aye” in favor of the motion. Motion passed.
4. **MOTION** by Nathan Bundy to approve the Public Works Local 1451 Union Contract. Motion SECONDED by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.
5. **MOTION** by Rich Eikenburg to approve Angela Bundy full-time effective December 1, 2025. Motion SECONDED by Jasen Lentz. Nathan Bundy abstained. All six other members present voiced “aye” in favor of the motion. Motion passed.
6. **MOTION** by Jasen Lentz to appoint Angela Bundy as Secretary/Treasurer December 1, 2025. Motion SECONDED by Rich Eikenburg. Nathan Bundy abstained. All six other members present voiced “aye” in favor of the motion. Motion passed.
7. **MOTION** by Jim Ritenour to approve bonding Angela Bundy for \$100,000. Motion SECONDED by Jasen Lentz. Nathan Bundy abstained. All six other members present voiced “aye” in favor of the motion. Motion passed.
8. **MOTION** by Jim Ritenour to approve adding Angela Bundy to the Signature Cards in December 2025(Resolution #700-25). Motion SECONDED by Rob White. Nathan Bundy abstained. All six other members present voiced “aye” in favor of the motion. Motion passed.
9. Approve Angela Bundy’s Employee Package- Council discussed in executive session.
10. **MOTION** by Jasen Lentz to accept Lori Latta’s retirement date and her last day working as of December 19, 2025. Motion SECONDED by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
11. **MOTION** by Nathan Bundy to approve Resolution 698-25 for application for the Statewide Local Share Assessment Program Grant for West Owens Ave & Church Way Sanitary Sewer \$147,362. Motion SECONDED by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.

12. **MOTION** by Nathan Bundy to approve Pay Estimate #1 Final Derry Borough Paving Project in the amount of \$284,999.53. Motion **SECONDED** by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
13. **MOTION** by Rich Eikenburg to approve the promotion of Francis Plummer Police Sergeant for the Derry Borough Police Department. Motion **SECONDED** Jim Ritenour. Six members present voiced “aye” in favor of the motion. Jasen Lentz opposed. Motion passed.
14. **MOTION** by Nathan Bundy to approve Resolution 699-25 Mossback Park Bathroom Project application for Statewide Local Share Assessment Program in the amount of \$139,700. Motion **SECONDED** by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.
15. **MOTION** by Sara Cowan to accept Brad Eaglehouse resignation as of the 28<sup>th</sup> of November, 2025. Motion **SECONDED** by Jim Ritenour. All members present voiced “aye” in favor of the motion. Motion passed.
16. **MOTION** by Sara Cowan to advertise full-time position for public works department. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

#### **PAYMENT OF BILLS**

**MOTION** by Jim Ritenour to pay bills totaling \$22,933.20 and all outstanding legitimate bills through the end of the month. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

**Derry Borough Council went into executive session at 7:44pm for administrative personnel. Executive session ended at 7:59pm.**

#### **ADJOURNMENT**

**MOTION** by Jim Ritenour to adjourn meeting at 8:01pm. Motion **SECONDED** by Rich Eikenburg. All members present voiced “aye” in favor of the motion. Motion passed.

Respectfully submitted,

Lori L. Latta  
Secretary