

October 14, 2025

Derry Borough Council met in regular session Tuesday, October 14, 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, and Jim Ritenour. Rich Eikenburg and Rob White were absent. Jason Kelly, Solicitor, was present. Grant Nicely, Mayor was present.

**MOTION** by Nathan Bundy to approve the minutes for the regular council meeting of September 9, 2025. Motion **SECONDED** by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.

**MOTION** by Sara Cowan 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 Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.

#### RECOGNITION OF VISITORS

1. Joan Reynolds – Gem Theater – Observing
2. Joe Wells – Reporter for the Echo and Latrobe Bulletin
3. Doug Foster – Observing - Inquired about the ancillary system for the pool.
4. Matt Wilson – 328 W. 3<sup>rd</sup> Avenue – Thanked council for supporting the Railroad Days event and their committee and making for a great event.

#### SOLICITOR’S REPORT

No report for the public

#### MAYOR’S REPORT

The Mayor reported for September 2025 total receipts of \$393.11, which included traffic receipts of \$301.37, non-traffic receipts of \$41.74, and \$84.22 in clerk of court and \$60.00.

miscellaneous receipts and \$ no parking. There were 132 complaint calls, 6 traffic citations, 5 non-traffic citations, and no parking tickets. The key fab side entrance has been installed to the police station.

Mayor Nicely reported that the DOJ Cops Grant award was received, and it is important that the Civil Service Commission is put in place and meets as soon as possible to process the new full-time candidate.

Mayor Nicely reported the VFW approved having the memorial in front of the Municipal Building moved to the new site near the Memorial Bridge.

Mayor Nicely presented a report regarding the auxiliary police and it was distributed.

ZONING /UCC/ CODE OFFICER'S REPORT -BIU report for September 2025 – Summary Report: 7- Zoning Permits, 2- UCC, 2-Occupancy, and 4-Code Enforcement Violations with 3 court appearances issued in the month of September 2025 by BIU.

#### COMMITTEE REPORTS

**Public Works/Buildings Grounds/Zoning/Code/Flood** – Discussion of shared purchase of street sweeper/sucker truck with MABD. Utilizing Stormwater funds and possibly a rental agreement for the borough. More discussion and a memo of understanding will need to be created. Community Pool has been winterized and shut down. Pothole patching, gazebo stained, winter preparation for snow removal completed, PW vehicle inspections, alley repairs, some sign replacements, and outdoor lighting for the police department. October Plan – Winterization of Parks, preparation of snow equipment, Christmas Banners, stump removal at the pool, and more alley maintenance. Street Sweeping will be scheduled for end of October (possibly October 27<sup>th</sup>, 2025) or the beginning of November with the City of Latrobe. Leaf Pick Up will begin at the end of October through November.

**Finance/ Budget** – 2<sup>nd</sup> Budget draft prepared after committee met. Draft was distributed to Borough council for review and requested changes. November meeting council will vote to advertise the budget with the 2026 Tax Ordinance.

**Grants** – Applications in process for Mossback Park Gazebo, Big Foot Park, Owens Avenue Project. DOJ Grant award email was received. Council will be reviewing upcoming with the public safety committee to review requirements. Council wants to apply for an electronic message board to be placed near State Rt. 217 with the LSA funds program. An application for the permeable paving project in our recreation area near the baseball fields is in process.

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

**Community Pool** –. Level Green Plumbing quote for 2 new hot water heaters \$6,572.20 and requesting a second quote. Quote to epoxy entrance, locker rooms and hallways to the pool \$16,800. Fire Suppression system \$2,500, Friends of Derry has raised \$1,500. Chemical computers are approximately \$3,000. Freezer needs approval from council to spend up to \$1,000 for freezer from MacBid. **MOTION** by Nathan Bundy to approve the purchase of a new commercial freezer on Macbid for up to \$1,000. Motion **SECONDED** by Jasen Lentz. All five members present voiced “aye” in favor of the motion. Motion passed.

**Refuse/Recycling** – Toters were delivered, multiple concerns, resident received a new one when they already had a rented one. Some residents didn't receive any refuse containers. Flyer concerns of miscommunication on 2<sup>nd</sup> toter service. An email will be sent to Ralph Zoerner our Waste Management Representative regarding our community concerns.

**TCC Representative** – Meeting will be held on Monday October 20<sup>th</sup>, 2025. Lori Latta will be attending.

**Personnel Onboarding** – Lori and/or Angela will be attending a Seton Hill recruitment career day in November.

**COG Representative** – A Code Enforcement program is being discussed for the future for member participation, as well as billing for the City of Latrobe Refuse program. UCC BCO services may be offered as well. They have acquired a few new members so the Foothills COG is growing. Greensburg, Latrobe, Derry, S. Greensburg, Arnold, and newest member of Jeannette.

**Public Safety/Fire/Police** – 1<sup>st</sup> meeting for public safety crime prevention was held prior to the meeting this evening. will be held 6pm prior to the regular council meeting on the second Tuesday of the month.

### ANNOUNCEMENTS

- Railroad Days Committee Plans for 2026 the following: Easter Egg Hunt Community Park on Saturday, April 4<sup>th</sup>, 2026, Hobo Picnic Thursday, September 17, 2026, Railroad Days will be held Saturday, September 19<sup>th</sup> and Sunday, September 20<sup>th</sup>, 2026, Set-up will be on the evening of Friday, September 18<sup>th</sup>, 2026. Council to review in January, approving caveat that the police department and public works will handle and control street closing and traffic patterns.

### PLANNING COMMISSION

No report

Subdivision application should be received soon from the RAWC

### 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 –Next meeting will be held October 28, 2025 at 6:30pm at the Derry Municipal Building possibly relocating to Germano Hall.

### COMMUNICATIONS

- Barbara Phillips attended the Westmoreland Borough Association meeting in September and will provide summary for council.
- PSAB has requested support (via letter samples provided) for Senate Bill 359, House Bill 1204 to change PA State Highway Law to require PennDOT maintain all surface and subsurface drainage facilities connected with the state highways within boroughs.
- Senate Bill 194 that would provide local governments with a flexible menu of print and electronic options for advertising public notices.
- We are the only Borough that participates in the winter maintenance program with PennDOT

- Westmoreland County Boroughs Association Meeting October 30<sup>th</sup>, 2025, at the Barn 5:30pm  
Grant Funding for Construction Projects

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.
  - 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 – Current work completed, they ran out of grant funding for the streetlights.
3. Appoint a Deputy Tax Collector – No applicants
4. Regional Police Coverage - Discussion possibly of a Municipal Agreement with Latrobe (Committee - Sara Cowan, Rich Eikenburg, and Jasen Lentz) Meeting scheduled for 10/8/2025. Sara Cowan reported that Chief Bosco provided three options with fee schedules that were out of our budget range and individual coverage per hour would be approximately \$120/hour, which Derry Borough can't sustain.
5. Paving Project – Tentative start date 10/20/2025 Peoples gas will not be doing any work on 6<sup>th</sup> Avenue.
6. Part-time Office Assistant – Seton Hill Career Fair November 19, 2025
7. Civil Service Commission – Steve Kozar, Josh Campbell, Wayne Churley are our current applicants. Mayor Grant Nicely stated that the process takes approximately three months, and hopes council has the civil service commission in place as soon as possible. **MOTION** by Nathan Bundy to approve the three applicants listed provided they meet with Barbara Phillips regarding the commission requirements. Motion **SECONDED** by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.

NEW BUSINESS

1. RFP for Police Pension Services- Due by October 3, 2025.
  - CBIZ
  - Girard
  - Municipal Retirement Trust (PSAB) Questioned the RFP language and didn't think they could provide a proposal.The committee would like to hold interviews with the agencies who submitted proposals with the Police Chief present. Interviews will be scheduled for November
2. RFP for CPA services for annual audit for 2025 in spring of 2026.- The RFP's were due by October 3, 2025

- Singer
- Deblasio

**MOTION** by Nathan Bundy to approve Singer Accounting to provide our independent audit and DCED report for 2025. Motion SECONDED by Jasen Lentz. All members present voiced “

3. 2026 General Fund Budget and Street Light Budget – Council to review
4. Public Works Union Contract – Discussion. Tabled for review by Solicitor and wait for receipt of final agreement draft for approval.
5. **MOTION** by Nathan Bundy to approve engineering to create plans for a bathroom at Mossback Park and apply for grant funding for the project for upcoming LSA Grant open through 11/30/2025. Motion SECONDED by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.
6. **MOTION** by Nathan Bundy to approve Resolution 695-25 Gibson Thomas to apply for a permeable paved parking area for the Derry Borough portion of the DAYAA baseball/softball area applying for LSA funding. Motion SECONDED by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
7. **MOTION** by Jim Ritenour to approve Resolution 696-25 Appointing TCC delegates for Westmoreland County Tax Collection Committee for Local Earned Tax collections. Primary delegate: Sara Cowan Secondary delegates: Lori Latta and Angela Bundy. Motion SECONDED by Nathan Bundy. All members present voiced “aye” in favor of the motion. Motion passed.
8. **MOTION** by Jim Ritenour to approve CCA Solutions Copier Leases: Office - \$118/month Copies B/W-\$ .009 and color \$ .07, the Police- \$59.50/month, B/W Copies -\$25/month includes 2,500 copies and Color Copies - \$ .07/Copy -Both are 60 month leases. Motion SECONDED by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
9. **MOTION** by Nathan Bundy to approve Resolution 697-25 Disbursement of State Aid Pension Funds to cover 2025 MMO’s and submit payment. Motion SECONDED by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.
10. **MOTION** by Nathan Bundy to Approve Trick or Treat Schedule for Saturday, October 25, 2025, from 4pm-8pm, and the Halloween Hootenany on Friday, October 31, 2025, from 5pm-8pm. Motion SECONDED by Jim Ritenour. All members present voiced “aye” in favor of the motion. Motion passed.
11. Electronic Media Board – Bill Snyder has volunteered to reach out to area non-profits to donate for the purchase of an electronic media board to be placed at the foot of the bridge visible from the red light for all event posting. Control center to be housed in public works building. After further research the funds required would be excessive to what the non-profits could support. Barbara Phillips is requesting council to apply for LSA Funding for the project. **MOTION** by Jim Ritenour to approve applying for LSA funding for an electronic media board for the Borough of Derry. Motion SECONDED by Jasen Lentz. All members present voiced “aye” in favor of the motion. Motion passed.

**PAYMENT OF BILLS**

**MOTION** by Jim Ritenour to pay bills totaling \$24,625.62 and all outstanding legitimate bills through the end of the month. Motion **SECONDED** by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.

**Derry Borough Council went into executive session at 8:10pm for administrative personnel. Executive session ended at 8:20pm.**

**ADJOURNMENT**

**MOTION** by Jim Ritenour to adjourn meeting at 8:21pm. Motion **SECONDED** by Sara Cowan. All members present voiced “aye” in favor of the motion. Motion passed.

Respectfully submitted,

Lori L. Latta  
Secretary