

January 23, 2019
Apollo Borough
Council Meeting

Following the Pledge of Allegiance and a brief invocation, the Apollo Borough council meeting was called to order by Council President John Steele at 7:00 PM in the Owens Grove Soldiers and Sailors Hall.

Present: Council members John Steele, Mark Tarle, Nancy Walker, Jennifer Mullins and Ashley Stiffy were present. The Engineer, Solicitor and Secretary/Treasurer were present. The Mayor and Council member Chad Gradwell were absent.

Public Comments:

James Clawson and William Kerr presented the borough council with a \$650 check donation for the Leonard C. Miller Scholarship Fund. In-kind donations were received from the Celebration of Life Memorial Service that was held for Officer Leonard C. Miller on January 19th at the Apollo First Lutheran Church. A donation of \$650 was also awarded to the Lenape Law Enforcement Program and \$200 donation to WELCA/Lutheran Church Women. They wanted to thank everyone for their cooperation and participation in the 40th Anniversary of celebrating the life of Apollo Borough Officer Leonard C. Miller.

Approval of Minutes: A motion was made by Jennifer Mullins and seconded by Nancy Walker to approve the minutes from December 12th budget meeting & December 19th, 2019 council meeting. Motion passed unanimously.

A motion was made by Ashley Stiffy and seconded by Nancy Walker to keep all appointed offices from 2019 the same for 2020. Motion passed unanimously.

Motion was made by Nancy Walker and seconded by Mark Tarle for Linda Steele to be an unpaid advisor for the Finance & Personnel/HR Committee. Motion passed unanimously.

Solicitor's Report: Solicitor Andreassi discussed litigation with a property at 719 N. Warren Avenue, sample policy on RTK Requests, copying fees and reaching out to owner of 206 N. Warren Avenue regarding reimbursement of rent due to borough unable to move into the rental space.

A motion was made by Ashley Stiffy and seconded by Jennifer Mullins to pay Solicitor invoices. Motion passed unanimously.

Engineering Report: A report was given by our Engineer

A motion was made by Jennifer Mullins and seconded by Ashley Stiffy to pay Olsen Craft Invoices. Motion passed unanimously.

A motion was made by Mark Tarle and seconded by Nancy Walker to accept the First United Church of Christ Subdivision plan.

Mayor's Report: Mayor was absent.

Secretary/Treasurer Report:

- Kingdom Come Ministries request to have fees waived for Owens Grove & Soldiers & Sailors Hall for the 5th Annual Apollo Community Outreach on June 20, 2020.
- Salvation Army requests permission to ask businesses to display Pinwheels in the store windows for National Child Abuse Awareness.
- Treasurer's Report of Funds.

Council unanimously approved and agreed to waive fees for Annual Apollo Community Outreach and National Child Abuse Awareness Pinwheels.

Personnel/HR Committee Report: John Steele – Chair

Received letter of intent for open council seat from Patrick Zelonka. Council to discuss in executive session and vote for open seat at the February 27th council meeting.

Property & Planning Committee Report: Mark Tarle – Chair

Mention of possible plans for development on Riverfront Property to be discussed in executive session.

Public Works & Streets Committee Report: Nancy Walker - Chair

Public works to check into problem with heat at the Soldiers & Sailors Hall.

A request for a separate building to hold salt due to concerns with public works vehicles rusting.

Public works employee resigns from part-time to as needed status.

Discussion on manhole rings needed for 2nd Street drainage issue. Per our engineer new manhole rings are not necessary.

Public Safety & Public Service Committee Report: Ashley Stiffy - Chair

Police Department all moved and settled in to the new building on 809 N. Warren Avenue.

Public Relations/Citizens Advisory Committee Report: Jennifer Mullins – Chair

Jennifer Mullins met with Sue Ott from the Historical Society regarding setting up a food truck event to take place once a month. “Wheel Good Wednesday” would be held the first Wednesday of each month and run from 5 pm to 8 pm. Date of start is pending details.

Discussion of HGTV Hometown Takeover application. Deadline for application is February 7th.

Request advertising Citizen Advisory Board applications for interested Apollo residents.

Finance Committee Report: John Steele – Chair

All documentation submitted to DCED for approval to purchase new borough building at 809 N. Warren Avenue.

Discussion to adopt a resolution to allow participation and voting by telecommunication devices.

Finance Committee Report

Approval of items for payment as follows (12/21/2019 to 1/21/2020):

Garbage Fund – \$12,950.54

General Fund (includes payroll) – \$35,351.29

Liquid Fuels Fund – \$3,993.84

Sewer Fund – \$8,094.70


Sewer Separation Fund - \$2,395.03

Parking Fund – \$5208.12

Total – \$67,993.52

A motion was made by Mark Tarle and seconded by Ashley Stiffy to pay all bills including payroll. Motion passed unanimously.

At 8:00 PM a motion was made by Jennifer Mullins and seconded by Ashley Stiffy to adjourn the meeting and go into executive session to discuss personnel and property/planning. Motion passed unanimously.



John Steele

Council President



Deanna Shupe

Borough Secretary/Treasurer