

October 27, 2022

Apollo Borough Council Meeting

Following the Pledge of Allegiance, the Apollo Borough council meeting was called to order by Council Vice President Cindee Virostek at 7:00 p.m. at 631 N 2nd Street, Apollo PA 15613 (Soldiers & Sailors Hall).

Present: Council members Cindee Virostek, Craig Williams, Cindy O'Block and Kenneth Cyphert were present. The Secretary/Treasurer, Mayor, Engineer, and Solicitor were present. Council member Jerrod Thompson and Diane Bradshaw were absent.

Public Comments:

Mark Tarle asked why the streetlights have not been changed over to LED lights per the Street Light Agreement that was approved by council last year. Secretary-Treasurer said she had spoken to First Energy, and they said there has been a shortage of supplies. The Secretary-Treasurer will follow up with them again to see if there are any updates.

A motion was made by Cindy O'Block and seconded by Kenneth Cyphert to amend the agenda to vote for the vacant seat on council. Motion passed unanimously.

A letter of interest by Mark Tarle and Colleen Milie were presented to council for the vacancy.

A nomination was made by Cindy O'Block and seconded by Craig Williams to appoint Mark Tarle to fill the open seat on council. Roll Call: Cindy O'Block – yes; Craig Williams – yes; Kenneth Cyphert – yes; Cindee Virostek – abstained. Passed by majority vote.

Mark Tarle was sworn in by Mayor Kenzevich. His Affidavit of Residency and Oath of Office were handed to the secretary-treasurer for the borough records, and he was then welcomed to take a seat with council.

Craig Williams thanked Colleen Milie for her interest in the vacant seat on council.

Meeting Minutes:

A motion was made by Cindy O'Block and seconded by Kenneth Cyphert to approve the combined August 25 & September 22, 2022, meeting minutes. Motion passed unanimously.

Solicitor's Report:

A motion was made by Cindy O'Block and seconded by Craig Williams to pay the Solicitor's Invoices in the amount of \$1196.00. Motion passed unanimously.

Engineering Report:

A motion was made by Craig Williams and seconded by Cindy O'Block to pay the Engineer's Invoices in the amount of \$1242.50. Motion passed unanimously.

Mayor's Report: Karen Kenzevich

The mayor brought up a safety issue pertaining to the dumpster on 1st Street. It is not in a good location, and she said she saw someone almost hit into it. Per Officer Romagnoli he will not allow another permit unless they find another spot for it to go that would be safer. He will call the property owner to discuss the situation.

Public Safety: Cindee Virostek, chair:

Cindee Virostek brought up the purchase of the Dodge Durango police vehicle for our police department.

A motion was made by Cindy O'Block and seconded by Mark Tarle to purchase the 2014 Dodge Durango from Kiskiminetas Township for \$16,000. Motion passed unanimously.

Cindee Virostek talked about creating an MS4 Committee and asked who would want to be part of it. We have been asked to create one for some time.

Per the solicitor the police union representative has not gotten back with him on the summary sheet for the new collective bargaining agreement. As soon as he receives the summary sheet he will give a copy to the council members to make sure everyone is on the same page with the contract. He didn't see anything but it looks like a fairly good and reasonable contract. It can be voted on once council gets a chance to review it.

Secretary/Treasurer Report:

2023 Minimum Municipal Obligation (MMO) needs approved for Union & Non-Union employee pension plans with PMRS.

A motion was made by Cindy O'Block and seconded by Kenneth Cyphert to approve the 2023 MMO for uniform & non-uniform employees' pension plans with PMRS. Motion passed unanimously.

Monthly expense report was given to council.

Finance Committee Report: Jerrod Thompson, chair:

Cindee Virostek discussed changing the meeting nights to every fourth Tuesday of the month at the request of council president Jerrod Thompson.

A motion was made by Cindy O'Block and seconded by Mark Tarle to change council meetings to every fourth Tuesday of the month (exception of holidays) beginning November 22, 2022. Motion passed unanimously.

The secretary-treasurer was advised to advertise the council meeting changes.

A draft of the 2023 budget was presented to council for review.

The amended ordinances for non-uniform pension and police (uniform) pension retirement plan will need approved to be advertised.

The amended Zoning Ordinance pertaining to Article 14 will also need to be approved to be advertised.

A motion was made by Cindy O'Block and seconded by Mark Tarle to advertise amended ordinances for non-uniform and police pension retirement fund and the amended zoning ordinance. Motion passed unanimously.

A motion by Cindy O'Block and seconded by Craig Williams to pay the bills, including payroll. Motion passed unanimously.

Approval of items for payment as follows (9/19/2022 – 10/21/2022):

General Fund (includes payroll) - \$62469.59

Garbage Fund – \$13150.50

Liquid Fuels Fund – \$4733.45

Parking Fund - \$393.66

Sewer Fund - \$13499.31

Sewer Separation Fund - \$2395.03
Event Fund - \$750.00
Vacancy Fund- \$367.50
Total – \$97759.04

Public Works & Streets Committee Report: Craig Williams, chair:

Craig Williams reported that public works is currently interviewing for the open full-time position.

Discussion of an issue with N 11th Street PennDot project. The borough manholes were covered by pavement and a guiderail was placed right through one of them causing problems with the sewer lines. Per the Public Works Foreman, PennDot has fixed the one with the guiderail in it by bringing it up to grade but there are 4 other manholes covered that could potentially be a problem in the future. None of the manholes were more than 2-4 inches under the road before the project started and they are all now more than a foot to a foot and a half underground. PennDot should have brought the manholes up closer to the surface if they intended to change the grade instead of burying them that deep underneath the surface. The public works foreman plans to send information to the borough engineer to see if they can help with the problem.

Craig mentioned a grant that was brought to his attention for canoe access development. He thought council could keep that in mind for future projects since the borough does have some riverfront property.

Property & Planning Committee Report: Cindy O'Block, chair:

Cindy O'Block said she is plans to focus more on blighted/vacant properties in town. She feels property owners should be held more accountable by paying more fines if they do not attend to them.

Becky Kane asked what happened to the people coming around last year and helping the property owners with repairs. Mark Tarle explained it was Habitat for Humanity and they said they would try to get us back on their schedule again but have a lot of towns in need of help. The borough would also need to have more volunteers to help with the repairs.

Public Relations Committee- Events: Cindy O'Block, chair:

Falloween celebration is under way with the lineup starting at 11 a.m. at Golden Rule Motors and the parade will start at noon. Rock Church is bringing a bounce house and rock-climbing wall for the children free of charge.

Events is in the beginning stages of organizing Christmas in the Grove with Santa and will take place on December 23rd. They will have crafts for the children and cookies. More details to follow.

Wheel Good Wednesdays is making a comeback. Apollo Events has had a lot of residents reaching out to them requesting to see the food trucks back. Michelle Beck, volunteer for the events committee, is reaching out to the food truck vendors to see who is interested. It is intended to start May 3rd, 2023, and will continue every other Wednesday from 4 p.m. to 8 p.m. Follow for more details on apollopaevents.org.


Apollo Events has been discussing converting Apollo Events to a non-profit organization. They will reach out to council for approval in the future concerning the funds.

Executive Session:

At 7:47 p.m. a motion was made by Cindy O'Block and seconded by Mark Tarle to go into executive session. Motion passed unanimously.

At 8:31 p.m. a motion was made by Cindy O'Block and seconded by Mark Tarle to come out of Executive Session. Motion passed unanimously.

At 8:32 p.m. a motion was made by Cindy O'Block and seconded by Kenneth Cyphert to adjourn the meeting. Motion passed unanimously.


Cynthia Virostek
Cynthia Virostek
Council Vice President


Deanna Shupe
Deanna Shupe
Borough Secretary/Treasurer