

November 22, 2022

Apollo Borough Council Meeting

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

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

Public Comments:

Meeting Minutes:

A motion was made by Cindy O'Block and seconded by Mark Tarle to approve the October 27, 2022, meeting minutes. Motion passed unanimously.

Solicitor's Report:

Council received highlighted changes from the solicitor pertaining to the police contract but other than those minor changes, the agreement is ready to be signed.

A motion was made by Cindy O'Block and seconded by Craig Williams to accept the 4 year Police Collective Bargaining Agreement with the highlighted changes. Motion passed unanimously.

A motion was made by Cindy O'Block and seconded by Mark Tarle to pay the Solicitor's Invoices in the amount of \$2450.50. Motion passed unanimously.

Engineering Report:

A motion was made by Cindy O'Block and seconded by Ken Cyphert to pass the Resolution to request a PA Small Water & Sewer Grant. Motion passed unanimously.

Discussion started by Cindy O'Block to seek a grant for solar panels to produce revenue for the borough. She feels there may be a lot of grant opportunities to promote clean energy. The engineer explained that even though the market has changed, the borough could still benefit with some revenue from the solar panels. They will research more on the subject.

Mayor's Report: Karen Kenzevich

Transfer of the Dodge Durango SUV from Kiskiminetas Township has been completed.

Public Safety: Police Collective Bargaining Agreement approved by council for signing once highlighted changes are corrected.

Secretary/Treasurer Report:

A motion was made by Cindy O'Block and seconded by Mark Tarle to pass Ordinance 289-22 to amend the Non-Uniformed Pension Plan administered by the Pennsylvania Municipal Retirement System. Motion passed unanimously.

A motion was made by Cindy O'Block and seconded by Craig Williams to pass Ordinance 290-22 to amend the Police Pension Plan administered by the Pennsylvania Municipal Retirement System. Motion passed unanimously.

A motion was made by Mark Tarle and seconded by Cindy O'Block to pass Ordinance 291-22 to amend Article 14 pertaining to the Apollo Borough Zoning Code. Motion passed unanimously.

A motion was made by Mark Tarle and seconded by Cindy O'Block to accept the 2023 Fee Schedule. Motion passed unanimously.

A motion was made by Ken Cyphert and seconded by Mark Tarle to accept the 2023 Council Meeting dates to be advertised. Motion passed unanimously.

A motion was made by Craig Williams and seconded by Mark Tarle to accept the 2023 Garbage and Sewer User payment dates. Motion passed unanimously.

A motion was made by Cindy O'Block and seconded by Ken Cyphert to approve free metered parking in the plaza from November 24, 2022 through December 31, 2022. Motion passed unanimously.

Ginger Shaw was given permission by the owner of BZ Mart to sell children's toys next to his store for Christmas.

A motion was made by Cindy O'Block and seconded by Mark Tarle for vendor, Ginger Shaw, to purchase a monthly solicitation permit to sell children's toys next to BZ Mart. Motion passed unanimously.

Monthly expense report was given to council.

Finance Committee Report: Jerrod Thompson, chair:

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

A motion was made by Craig Williams and seconded by Cindy O'Block to advertise the 2023 Budget for public inspection. Motion passed unanimously.

Approval of items for payment as follows (10/22/2022 – 11/17/2022):

General Fund (includes payroll) - \$44903.61

Garbage Fund – \$28676.52

Liquid Fuels Fund – \$4094.82

Parking Fund - \$1736.92

Sewer Fund - \$2797.53

Sewer Separation Fund - \$2395.03

Event Fund - \$100.00

Landlord Fund - \$5300.00

Total – \$90004.43

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

A motion was made by Cindy O'Block and seconded by Ken Cyphert to hire Andrew Kozak for the full-time public works position at \$14.50/hr. to start. Motion passed unanimously.

The the issue on 11th Street with the sewer lines being clogged due to the placement of the manholes was discussed. The contractor fixed 3 manholes and brought them up to grade. There was one more that needed to be fixed and the engineer will send a letter to see if it can be done.

Craig discussed possibility of finding grant money for a street sweeper to help with MS4 requirements.

Jerrold asked about the delay on the salt shed and wanted to know if we could get the top of it on before the weather is bad. Public Works is looking for someone that would give them a price to put the walls up. There is still money left in the budget under the salt shed. It would not require bids.

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

Cindy O'Block said she is working on a plan to hold owners of blighted properties more accountable by issuing more citations.

She has also reached out to Habitat for Humanity to plan another Rock the Block but has not heard anything back yet.

Cindy reiterated the possibility of solar panels through grants as discussed under the engineering report. Jerrold asked if another municipality could participate with Apollo on solar panels. The engineer said they probably could but would have to look into it as discussed earlier.

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

Events is hosting a Hometown Christmas at the Grove with Santa on December 23rd from 6 p.m. to 8 p.m. An hour has been designated as well from 5 p.m. to 6 p.m. for children with special needs. Cindy announced that they also seem to have more volunteers this year.

Cindy said they are sending letters out to the businesses asking for help with donations with items such as hot chocolate, cookies, plates and napkins.

Executive Session:


At 7:37 p.m. a motion was made by Cindy O'Block and seconded by Ken Cyphert to go into executive session. Motion passed unanimously.

At 8:13 p.m. a motion was made by Cindy O'Block and seconded by Mark Tarle to come out of Executive Session. Motion passed by majority vote.

A motion was made by Craig Williams and seconded by Cindy O'Block to accept council member Cindee Virostek's resignation from being Vice President of council. Motion passed unanimously.

A nomination for council member Mark Tarle to be Vice President was made by Craig Williams and seconded by Cindy O'Block. Roll call vote: Jerrold Thompson – yes; Cindy O'Block – yes; Craig Williams – yes; Ken Cyphert – yes. Motion passed unanimously.

At 8:28 p.m. a motion was made by Cindy O'Block and seconded by Kenneth Cyphert to adjourn the meeting. Motion passed unanimously.


Jerrold Thompson
Council President


Deanna Shupe
Borough Secretary/Treasurer