

September 23, 2025
Apollo Borough Council Meeting

Following the Pledge of Allegiance, the Apollo Borough council meeting was called to order by the Vice President at 7:00 p.m. at 809 N Warren Avenue, Apollo PA 15613.

Present: Council members Mark Tarle, Cindy O'Block, Ken Cyphert, Sherry Sabatino and Jeanne Rummel were present. The Secretary/Treasurer, Solicitor and Mayor were present. Council members, Jerrod Thompson and Diane Bradshaw and the Engineer were absent.

A motion was made by Sherry Sabatino and seconded by Jeanne Rummel to accept Jerrod Thompson's resignation from council. Motion passed unanimously.

Public Comments:

Lexie & Matthew Cable at 305 S. 4th asked about using property behind them on Williams Way for parking. Borough council discussed abandoning Williams Way from Gulliford Way to S. Warren but explained that it is the right of way and would not be able to be used for anything other than parking. Property owners would not be able to put a fence or any structure on that strip of land.

A motion was made by Cindy O'Block and seconded by Mark Tarle to advertise an ordinance to abandon Williams Way from Gulliford Way to S. Warren Avenue, Apollo, PA. Motion passed unanimously.

Meeting Minutes:

A motion was made by Cindy O'Block and seconded by Sherry Sabatino to approve August 26, 2025, meeting minutes. Motion passed unanimously.

Solicitor's Report:

Update on Right to Know Request appeals from property owners at 719 N. Warren Avenue.

A motion was made by Cindy O'Block and seconded by Sherry Sabatino on Resolution 01-2025 to extend the Keystone Opportunity Zone. Motion passed unanimously.

A motion was made by Mark Tarle and seconded by Ken Cyphert to pay the Solicitor's Invoices. Motion passed unanimously.

Engineering Report:

A motion was made by Cindy O'Block and seconded by Mark Tarle to approve Change Order No. 1 on the Kiski Avenue Culvert Replacement. Motion passed unanimously.

A motion was made by Cindy O'Block and seconded by Mark Tarle to pay the engineering invoices. Motion passed unanimously.

MS4 Report: Ken Cyphert, chair:

MS4 Annual Report Due end of the month.

Mayor's Report: Mayor Kenzovich: Absent

Public Safety: Mark Tarle, chair:

Apollo Ridge High School Homecoming Parade to be held October 3rd to start promptly at 5:30 p.m. at N. Pennsylvania and N. 4th Street. Police officers invited to join in the parade.

Secretary/Treasurer Report:

Discussion on tax anticipation loan and line of credit for upcoming awarded grants.

A motion was made by Mark Tarle and seconded by Sherry Sabatino to approve revisions to the Employee Handbook. Mark Tarle - yes; Sherry Sabatino - yes; Jeanne Rummel – yes; Ken Cyphert – yes; Cindy O'Block – abstained. Motion passed by majority.

Monthly expense report given to council.

A motion was made by Mark Tarle and seconded by Cindy O'Block to accept the resignation of the secretary treasurer for September 29, 2025. Motion passed unanimously.

Finance Committee Report: Mark Tarle, chair:

A motion was made by Cindy O'Block and seconded by Mark Tarle to approve Ordinance No. 295-25 fixing the tax rates for 2026 to 18.9 mills. Motion passed unanimously.

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

Approval of items for payment as follows (8/22/2025 – 9/19/2025):

General Fund (includes payroll) - \$38650.98
Garbage Fund – \$15393.78
Parking Fund - \$1618.92
Sewer Fund - \$5595.66
Sewer Separation Fund - \$2395.03
Liquid Fuels - \$5293.20
Landlord Fund - \$1812.00
Events Fund - \$190.95
Total – \$70950.52

Public Works & Streets Committee Report: Diane Bradshaw, chair:

Received quote on two parking meters that were destroyed in a car accident. Police asked to get in touch with insurance company of the driver for payment.

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

Congress closed – no money being distributed.

Public Relations Committee- Events: Jeanne Rummel, chair:

September 20th movie night in the park was a success. No more movies until next year. Events is starting to get ready for the Halloween Parade. The parade will be held on Monday, October 27th from 6 to 8 p.m.

October 11th from 2 to 6 p.m. or until supplies last. Rebecca Molnor, owner of Knapp-Kins Food Truck will be serving a free meal in honor of her mother, Barbara Molnor. Chair of events, Jeanne Rummel, said she will be helping with preparing and serving the meal. The truck will be located at 310 Clifford Ave., Apollo.

Follow Events Facebook pages for updates & details: [Apollo Borough Events Page and Committee](#) and [Apollo Boro News](#).

Other Business:

Three resumes received for secretary-treasurer open position. One of the resumes received by current Apollo Borough employee, Brenda Troup – Zoning Officer.

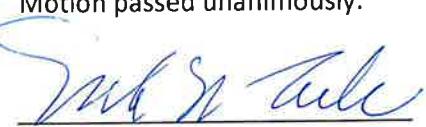
At 7:50 p.m. a motion was made by Jeanne Rummel and seconded by Sherry Sabatino to go into executive session. Motion passed unanimously.

At 8:20 p.m. a motion was made by Cindy O'Block and seconded by Mark Tarle to come out of executive session. Motion passed unanimously.

A motion was made by Ken Cyphert and seconded by Mark Tarle to hire Brenda Troup for the full-time open secretary-treasurer position to include zoning and vacancy for \$20/hr. Motion passed unanimously.

A motion was made by Sherry Sabatino and seconded by Mark Tarle to keep Deanna Shupe on as a part time employee for 2 hours per week at \$20/hr. Motion passed unanimously.

At 8:32 p.m. a motion was made by Mark Tarle and seconded by Sherry Sabatino to adjourn the meeting. Motion passed unanimously.



Mark Tarle
Vice President



Deanna Shupe
Borough Secretary/Treasurer