

Town of Galena  
Mayor & Council Meeting  
Monday February 2, 2026  
7:00 PM Meeting  
Record of Motions/Minutes

The meeting was called to order by Mayor Carpenter at 7:00 PM on Monday, February 2, 2026.

Those in attendance were Mayor: Tyler Carpenter; Council Members: Sarah Merrell; John Carroll; Jack Duhamell; Cheryl Richwine; Town Administrator: Marisa Pisapia; Finance & Administrative Clerk: Sue Bisbee; Maintenance & Facilities Coordinator: Mike Gibson; Zoning & Historic Resource Coordinator: Amber Englebach; Town Attorney: Kevin Best (virtual); Sheriff's Office: Sheriff Hickman.

**Approval of January 5, 2026, Mayor & Council Meeting Minutes:** Council Member Merrell motioned to approve the January 5, 2026, Mayor & Council meeting minutes. Council Member Carroll seconded the motion; all present were in favor, motion carried.

**Approval of Bank Balances:** Council Member Merrell motioned to approve the bank balances as read into the record. Council Member Carroll seconded the motion; all present were in favor, motion carried.

**Approval of Due to Due from Transfers:** Council Member Carroll motioned to approve the due to due from transfers. Council Member Merrell seconded the motion; all present were in favor, motion carried.

**Approval of Check Scanner for Deposits:** Council Member Carroll motioned for an approved spend of up to One Thousand (\$1,000.00) Dollars to get a new check scanner to deposit checks with Chesapeake Bank & Trust. Council Member Merrell seconded the motion; all were in favor, motion carried.

**Approval of New Park Signage:** Council Member Merrell motioned to approve the new signs for the park and equipment stations. Council Member Carroll seconded the motion; all present were in favor, motion carried.

**Approval of Meter Pit Work at 102 N. Main Street:** Council Member Merrell motioned to repair the leak at 102 N. Main Street, with the caveat that the homeowner will be billed if the fault lies on their side of the meter. Council Member Duhamell seconded the motion; all present were in favor, motion carried.

**Approval of February 2, 2026, Audio Minutes:** Council Member Merrell motioned to approve the audio minutes for February 2, 2026, Mayor & Council Meeting. Council Member Carroll seconded the motion; all present were in favor, motion carried.

**Adjournment:** Council Member Merrell motioned to adjourn the Mayor & Council Meeting. Council Member Carroll seconded the motion; all present were in favor, motion carried. Meeting was adjourned at 8:09 PM.

**Reports as Submitted:**

**Sheriff's Office:** Sheriff Hickman's report as submitted.

**Mayor & Council Report:** Mayor & Council's report was as submitted, with additionally thanking Mike Gibson, Maintenance & Facilities Coordinator, for all his work with snow removal.

**Town Administrator Report:** Marisa Pisapia's report was as submitted, with the additional report that we received the DHCD Commercial Façade Grant for Fifty Thousand (\$50,000.00) Dollars for FY26.

**Clerk Report:** Sue Bisbee's report was as submitted.

**Maintenance & Facilities Report:** Mike Gibson's report was as submitted, with the additional report on the progress of the Monopole Project at the Wastewater Treatment Plant.

**Zoning & Code Enforcement Report:** Amber Englebach's report was as submitted, with the additional report on getting new "No Soliciting" signs for the town.

**Meetings/Events Schedule:**

Dogwood Committee Meeting (Virtual): Wednesday, February 4, 2026, at 7:00 PM

Galena Vol. Fire Co. Super Bowl Wings to Go: Sunday, February 8, 2026

Office Closed – Presidents Day: Monday, February 16, 2026

Planning Commission Public Hearing: Monday, February 23, 2026 at 7:00 PM

Park & Tree Committee Meeting: Wednesday, February 25, 2026, at 7:00 PM

Mayor & Council Meeting: Monday, March 2, 2026, at 7:00 PM

Respectfully submitted,

**Sue M. Bisbee**

Finance & Administrative Clerk

February 3, 2026