Hop Bottom Borough
Regular Meeting Minutes
August 4, 2026

Regular Meeting Called to Order

Council Members: Tim H., Janice W., Ben S., Amanda Z.
Mayor: Jeff Zick
Secretary: Gail D. **Treasurer: Zina K.**
Tax Collector: Laurie S.

Visitors: Don Houle, Sondra Stine, JoAnn Brown, Frank and Chrissy Schutz, Tracy Flynn, Liam Billets, Bob Decker, Mike Ainey

Approval of Previous Meeting Minutes

Motion to approve July 7, 2026, minutes was made by Ben S. 2nd by Amanda Z. Motion Duly Passed

Approval of Treasurer Report

Motion to pay the bills and transfer funds as needed was made by Amanda Z. and 2nd by Ben S. Motion Duly Passed

Citizen/Visitor Comments

1. Liam Billets wants to do an Eagle Scout Project --- build, rebuild or replace picnic tables at park, to be determined by Liam after inspection.
2. Tracy Flynn expressed concern re: traffic light timers/censors, he feels it is a huge safety concern. Jeff and Amanda Z. will discuss concerns with PennDot.
3. Don Houle offered his services as assistant borough worker while Dan H. is recovering.

Motion to hire Don H. as a backup borough worker was made by Tim H. and 2nd by Ben S. Motion Duly Passed

Correspondence

1. Email from Ed Sumski requesting someone make contact to discuss speed limit signs. Tim H. will reach out.
2. ESM Training flyer
3. Culvert 2026 Culvert Inspection Report

Mayors Report

See Mayors Report ….. Available on Borough Website

Tax Collector Report

Nothing to Report

Committee Reports & Committee Member Discussion

Budget/Finance

Nothing to Report

Parks and Recreation

1. Mary Karhnak Memorial was moved and damaged during the Storm Water Project. Engineers need to be contacted to determine contractor responsibility for the damage.
2. Flagpole needs painting and new light.
3. ADA Walkways need to be addressed with the engineers. Tim H. will follow up.
4. Back fence needs repair. Quotes to repair fence are needed. Tim H. will contact solicitor re: borough responsibility.
5. Motion to purchase a blow torch from Ross Feed was made by Amanda Z. and 2nd by Ben S. Motion Duly Passed
6. Backboard for the basketball court needs maintenance.
7. Swing needs repair.

Watercourse Committee

Culvert

1. 2026 Culvert Inspection was received.
2. Motion to purchase a chain saw was made by Amanda Z. and rescinded by Amanda Z. after discussion. Amanda Z. will obtain chainsaw prices and safety equipment for next meeting.

Martins Creek

Nothing to Report

Street and Public Works Committee

Nothing to report

Emergency Management Committee

The Borough is in need of an Emergency Management Coordinator. Tim H. will attend hose company meeting to ask if anyone is interested.

Grants Committee

Nothing to Report

Fire Company Report

1 Traffic Control, 4 wires/trees, 2 structure fire alarms, 25 medical.

Total of 32 calls. YTD Medical 151, fire 62.

Old Business

1. Gas Lease in process.
2. NEIC

   Contract was updated with new borough officials by Tim H.
3. Park Equipment

   Discussed under Parks Committee.
4. Stormwater Management Grant Phase II Tim H. to contact engineer re: punch list and concerns.
5. Memorial Park Grant Application

   Updated letter of commitment for matching funds. The letter has been completed and will be sent.
6. S. Center Street Sidewalk Grant

   Still waiting for surveyor
7. Fire Hydrant on Greenwood Street

   No new information

New Business

1. Weed Eater

   Motion to purchase battery powered weed eater under $400 was made by Tim H. and 2nd by Amanda Z. Motion Duly Passed

2. Upgrade Microsoft Office

   Zina K. will research and get costs

3. Appoint Council Member to Vacancy
Motion to adopt resolution 2026-10 appointing Sondra Stine to fill vacant council seat was made by Tim H. and 2nd by Janice W.
Roll Call Vote
Tim H. yes, Janice W. yes, Ben S. yes, Amanda Z. yes
Motion Duly Passed

Sondra Stine was sworn in by Mayor Jeff Zick

Motion to adjourn was made by Ben S. and seconded by Amanda Z. at 8:04 p.m.
Motion Duly Passed.
Meeting adjourned.

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Gail Decker
Secretary