

HOP BOTTOM BOROUGH MINUTES

**June 2, 2026
Regular Meeting**

REGULAR MEETING CALLED TO ORDER BY Tim Hortman

Elected Officials: Tim Hortman, Deb Norton, Amanda Zick Ben Stine, Janice Webster

Mayor: Jeff Zick

Secretary: Tara Burgess

Treasurer: Zina Kozlowski

Tax Collector: Laurie Schwarztrauber

Borough Worker: Dan Hewitt

ACCEPTANCE OF MINUTES: Motion to accept the Minutes from May 5, 2026, meeting was made by Amanda Z. seconded by Ben S.
Motion Duly Passed

TREASURER'S REPORT: Motion to make the necessary transfers and pay the routine bills during the upcoming month was made by Deb N. and seconded by Amanda Z.
Motion Duly Passed

CITIZEN/VISITOR COMMENTS: Lance Benedict and Paula Smith voiced questions about the S. Center Street sidewalk grant. They were concerned that the new sidewalks could be damaged by individuals who attend the church located across the street parking on the grass lot.

Tim H. stated that the best option would probably be for those parking on the grass lot uses the driveway to gain access. Tim H. indicated that he would work on getting the area near the driveway filled in to create easier access. Deb N. stated that she was informed that a surveyor should be out to do the survey sometime in late Jun. Tim H. stated he would try to find out where the water lines are on the property.

Dan H. expressed his desire for the borough to get a push mower and chainsaw for him to use. He also asked if it would be possible to get or rent a woodchipper to clear the trees that get removed. He also brought up the swimming hole near Borough Park. Children are climbing over the fence to gain access to the swimming hole.

Council Members discussed the issue. Deb N. will reach out to the Borough solicitor to determine the best way for the Borough to approach the situation.

CORRESPONDENCE:

Letter of intent for the possibility of getting a grant for a generator was approved, however generators are not high priority. Other options were listed in the letter.

Letter for the Borough Accessibility Audit has been received, the Borough is in compliance, and nothing needs to be done.

MAYORS REPORT: Mayor Jeff Zick gave his mayor's report, which can be found on our borough website.

Council discussed the drainage pipe under Aqua's access road to the water tower. Council will determine the best way to get them cleared.

Council discussed who is responsible for the sections of the Culvert inlet located on Forest Street. Council will determine who will need to be included in getting the repairs completed.

Jeff Z. asked if Council could have flags in place before Memorial Day next year.

Council members stated that they could be placed before July 4th of this year. Tim H. stated that the former mayors had always overseen getting the flags sorted out and up, he believed that Jeff Z. was handling it. Jeff Z. stated that he was not aware that he should be the one to handle it as the previous Mayor had not informed him of that. Tim H. asked if they knew how many flags needed to be replaced. Amanda Z. said she believed all of them needed to be replaced. Tim said he would take care of doing an inventory of the existing number and condition of flags.

A discussion about Mayor Jeff Zick's duties took place.

TAX COLLECTORS REPORT: Laurie submitted the tax collector amounts received are as follows Real Estate \$12,534.79 after discount \$594.39 turned in. Fire Protection \$81.20, A total amount was turned in for \$675.59 Penalty starts July 1

COMMITTEE REPORTS: N/A

BUDGET / FINANCE: N/A

PARKS AND RECREATION: The damaged fence and children climbing the fence to reach an area that children use to swim was discussed after the mayor's report.

WATERCOURSE COMMITTEE:

Martins Creek: Janice W. reported that there is a new debris island that has appeared in the middle where the two creeks intercept. She will examine it more closely and determine if it needs to be taken care of.

Culvert: Jeff Z. waited for the team to inspect the Culvert. No one ever showed up.

STREET AND PUBLIC WORKS COMMITTEE: Tim H. asked council if anyone had a preference on the color to paint the borough garage. It was agreed to paint it a similar color to what is currently painted, Dan H. stated that he should be able to get it painted this year.

Tim H. reported that clean-up day went very well.

Tim H. stated that the old utility pole on Greenwood Street had been removed after the Frontier Communication lines had been moved to the new pole.

EMERGENCY MANAGEMENT COMMITTEE: Discussed under correspondence.

GRANT COMMITTEE REPORT: N/A

FIRE COMPANY COMMITTEE: Ben S. gave report on Fire Dept for April Monthly emergency and medical calls. Structure fire 1; Brush Fire 3; Vehicle Fire 1; Public Svc (tree) 1; Fire Alarms 3; Search & Rescue 1; Standby 2; Medical 18. YTD totals Medical 100; Fire 41
Deb N. will get the contact information to Tim H. to proceed with getting an additional fire hydrant installed on Greenwood Street.

Deb N. made a motion to have an additional Fire Hydrant placed on Greenwood Street, Janice W. 2nd the motion. Motion Duly Passed

OLD BUSINESS:

NEIC- Deb N. called NEIC to clarify what they required the Borough to do before referring a property to them. NEIC does not require the Borough to send out a courtesy letter prior to referring a property for

enforcement, but the Borough could do so. Tim H. and Deb N. will get a list of properties and get a courtesy letter out to the property owners.

South Center St Grant The surveyors should be in town sometime in late June.

Stormwater Management Grant Phase 2- Stormwater Management Grant Phase 2 will begin at the park around June 15th and is expected to be completed around June 25, 2026. Council discussed the need to have closed due to construction placed, as well a Facebook post indicating that the park would be closed during construction.

Gas Lease: Tim H. will get the information from the solicitor to our gas lease contact. He will try to get everything set up to accept and sign the gas lease at the July meeting.

NEW BUSINESS: N/A

MOTION TO ADJOURN: At 8:13pm, by Amanda Z, 2nd by Deb N.

Motion Duly Passed

Meeting adjourned.

Tara Burgess
Secretary