

**Renovo Borough Council**  
**128 5<sup>th</sup> Street, Renovo, PA 17764**  
**September 10, 2025**

The monthly meeting of the Renovo Borough Council was held on this date starting at 6:00 pm in Council Chambers, 128 5<sup>th</sup> Street, Renovo, PA. The meeting was called to order by Council President Ann Tarantella with the Pledge of Allegiance to our Flag. The following Council Members were present; Rhonda Balchun, Michael Kelley (arrived 6:02), David Knauff, Patricia Rauch, Kristy Serafini-Brooks and John Simon. Also in attendance, Mayor Gene Bruno, Assistant Secretary/Treasurer Marsha Davis and Solicitor Stuart Hall.

**PREVIOUS MINUTES**

**A motion was made by P. Rauch and seconded by J. Simon to accept the minutes as written for the August 13, 2025 regular meeting. A voice vote was taken, the motion passed unanimously.**

**BILLS**

Administration-\$1285.72 /Building-\$581.17 /Fire-\$0/Parks-\$785.74/Police-\$2242.07/ Streets-\$3908.24

**A motion was made by D. Knauff and seconded by P. Rauch to pay the bills presented if the money is available. A voice vote was taken, the motion passed unanimously.**

**GALLERY**

Kyle Stewart, representing the Western Clinton County Municipal Authority (WCCMA), spoke to Council about the Resolution on the Agenda to merge the assets of the WCCMA and the Renovo Borough Water Authority, South Renovo Water and Chapman Township Water Authority. He also spoke to Council about the borough transferring the Peters Run Dam and Reservoir in Noyes Township to the list of assets of the Renovo Borough Water Authority for the merger with WCCMA.

Michael Peters spoke to Council concerning a garage on 12<sup>th</sup> Street that is being torn down. The person who was demolishing the garage left a mess on and near the property and left nails lying in the roadway. He stated that it is a crime to throw nails on the road. He also asked the Mayor if this person had a permit to demolish this property. Mayor Bruno told him to check at the office to view the permit. The secretary called Code Assessment Professionals to see if a permit was issued. There was no permit issued at the time of demolition. Code Assessment Professionals will check on the garage demolition to make sure all necessary permits and steps are taken, and the debris is removed.

Mr. Peters also spoke to Council concerning hedges that were cut in the alleyway that were blocking the stop sign. He understands that the borough is authorized to cut any branches that are obstructing signage. His complaint is that the borough also continued to cut these hedges back onto the property owners back yard. He asked if a bill was sent to the property owner for cutting his hedges? Council stated that a bill was not sent. Mr. Peters stated that it is not right that taxpayers are paying to cut hedges on private property. After much discussion Council explained that the borough worker misunderstood how much of the hedge he was supposed to cut down.

**MONTHLY CORRESPONDENCE**

Code Assessment Professionals provided Council with the code violations and permit activity for August.

The Renovo Police Department provided Council with the police report for the month of August.

The Clinton County Planning Department provided Council with a monthly staff report of activities in the Department.

The Clinton County Economic Partnership sent information to Council for the following events; the annual meeting and election of officers on September 17 at 6:00 pm at the VFW at 1110 East Water Street in Lock Haven, the annual dinner on October 22 from 6:00-9:00 pm at Haywoods On the Green in Mill Hall and the Holiday Cocktail Party on December 3 from 5:00-7:00 pm at the Sons and Daughters of Italy in Lock Haven, PA.

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The Clinton County Conservation District announced that applications for the Dirt, Gravel and Low Volume Roads Program can be submitted by October 31, 2025.

The Department of Environmental Protection sent notification that they have completed a limited review of the 2024 Annual Wasteload Management Report for the WCCMA. This report appears to be both complete and accurate.

FEMA sent previous correspondence and a certificate of participation for its application to the National Flood Insurance Program's Community Rating System. Renovo Borough's actions exceed the minimum standards for a CRS Class 8 rating. These activities qualify it for a 10 percent discount on the cost of flood insurance premiums for most NFIP policies issued or renewed on or after October 1, 2025.

Solicitor Stuart Hall sent Council correspondence related to the Petes Run dam and reservoir in Noyes Township. In investigation by South Renovo's solicitor Frank Miceli it has been determined that Renovo Borough is the owner of this property. Solicitor Hall suggests that this property be included on the list of assets to be transferred to the Western Clinton County Municipal Authority to avoid any liability on the Renovo Borough.

The Renovo Community Trade Association sent Council its meeting Agenda from the August 26 meeting along with proposed guidelines and application for their Façade Improvement Grant Program.

The Clinton County Association of Borough's Dinner will be hosted by Beech Creek on October 14, 2025 at the Beech Creek Hotel at 6:00 pm. Reservations are required by October 3, 2025.

The Renovo Borough Water Authority sent Council the minutes from their July 15, 2025 meeting.

The Western Clinton County Municipal Authority sent Council the minutes from their August 6, 2025 and August 20, 2025 meetings.

**MAYORS REPORT**

The Mayor wanted to know if the owners of the Storey Building that is located across the railroad tracks are paying taxes. Council told him to check with the tax collector.

Mayor Bruno has had numerous complaints about a neighbor running a generator day and night due to his electricity being shut off. The Mayor will contact Code Assessment Professionals to see if this situation is addressed in the borough's Ordinances.

**COMMITTEE REPORTS**

Administration-R. Balchun read the balances in the borough's accounts. She stated that the General Fund is low and to watch spending. She also stated it is time to start working on a budget for 2026 to present to Council.

The Administration Committee had interviews for the position of Secretary/Treasurer that they will discuss in Executive Session.

Police/Fire Committee – Nothing to report.

Building Committee/Health & Sanitation- Nothing to report.

Streets/Park Committee –Nothing to report.

Ordinance Committee- P. Rauch has been working with Code Assessment Professionals to fix errors on the citations that were presented to Judge Mills.

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Grants Committee- President Tarantella informed Council that funding opened at USDA, Rural Development for a grant/loan application that was submitted for a new police vehicle. The funding has been obligated to the borough and the vehicle can be ordered.

#### **WATER AUTHORITY BUSINESS**

President Tarantella stated the merger process with the sewage authority is moving forward. The merger should be completed by the end of this year.

#### **UNFINISHED BUSINESS**

##### **NEW BUSINESS**

A motion was made by R. Balchun and seconded by J. Simon to sign the Local Service Tax Collection Agreement with Berkheimer. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by R. Balchun to approve Resolution No. 11-2025 authorizing and empowering proper officers of the governing board to appoint Berkheimer as its tax hearing officer. A voice vote was taken; motion passed unanimously.

A motion was made by J. Simon and seconded by D. Knauff to approve Resolution No. 12-2025 authorizing Berkheimer to impose and retain costs of collection on Delinquent Taxes. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to approve Resolution No. 13-2025 to appoint Berkheimer as its exclusive collector for its Local Service Taxes commencing January 1, 2026 and ending December 31, 2032. A voice vote was taken; motion passed unanimously.

A motion was made by D. Knauff and seconded by M. Kelley to approve Resolution No. 14-2025 authorizing a representative, Marsha Davis-Assistant Secretary/Treasurer, to make requests upon and receive any and all tax information and records from Berkheimer. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by D. Knauff to approve Resolution No. 15-2025 to merge the assets of the WCCMA and the assets of the Renovo Borough Water Authority, South Renovo Water and Chapman Township Water Authority, approving the Articles of Amendment and providing for proper officers of the Renovo Borough to take required or necessary action related to said merger. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by J. Simon to approve the USDA Community Facilities Grant Agreement for a 2026 Interceptor Utility AWD. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to approve Loan Resolution No. 16-2025 approving and authorizing closing for the USDA Rural Development loan/grant for a 2026 Interceptor Utility AWD for the Renovo Borough Police Department. A voice vote was taken; motion passed unanimously.

A motion was made D. Knauff and seconded by M. Kelley to approve and sign the Assurance Agreement for the USDA Rural Development loan/grant for a 2026 Interceptor Utility AWD for the Renovo Borough Police Department. A voice vote was taken; motion passed unanimously.

A motion was made by K. Serafini-Brooks and seconded by P. Rauch to convey/transfer the Peters Run Dam and Reservoir in Noyes Township to the list of assets of the Renovo Borough Water Authority for the merger with the WCCMA. A voice vote was taken; motion passed unanimously.

A motion was made by D. Knauff and seconded by R. Balchun to approve a handicap parking application for 227 5<sup>th</sup> Street. A voice vote was taken; motion passed unanimously.

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**A motion was made by R. Balchun and seconded by D. Knauff to approve the MMO of \$0 for the uniformed pension plan for 2026. A voice vote was taken; motion passed unanimously.**

**A motion was made by D. Knauff and seconded by R. Balchun to approve the MMO of \$6320 for the non-uniformed pension plan for 2026. A voice vote was taken; motion passed unanimously.**

**A motion was made by K. Serafini-Brooks and seconded by R. Balchun to approve the partial road closing on October 8, from 6:00 pm to 6:30 pm for the annual homecoming parade from 3<sup>rd</sup> and Huron Avenue to 16<sup>th</sup> Street Park. A voice vote was taken; motion passed unanimously.**

**A motion was made by J. Simon and seconded by R. Balchun to approve the FFF PennDOT road closing special event permit for Huron Avenue on October 11, 2025 from 1:30 pm to 4:30 pm for the annual Flaming Foliage Parade. A voice vote was taken; motion passed unanimously.**

Council discussed playground equipment repairs needed at 9<sup>th</sup> Street Park. The quote was for \$1842.41 to replace damaged equipment. Due to budget concerns Council tabled the repairs until the Spring of 2026.

**A motion was made by K. Serafini-Brooks and seconded by R. Balchun to end the temporary employment of Ashley Sporny and remove her from the Renovo Borough's First Commonwealth's bank accounts. A voice vote was taken; motion passed unanimously.**

**A motion was made by K. Serafini-Brooks and seconded by P. Rauch to set Halloween on October 31, 2025 from 6 pm to 8 pm. A voice vote was taken; motion passed unanimously.**

**A motion was made by R. Balchun and seconded by P. Rauch to change the borough's October meeting date from October 8 to October 15 at 6 pm due to the Homecoming Parade. A voice vote was taken; motion passed unanimously.**

**Executive Session:** Council went into Executive Session at 7:04 pm and ended at 8:10 pm for personnel and real estate purchases and sales of borough property.

**A motion was made by K. Serafini-Brooks and seconded by M. Kelley to hire the most qualified applicant, Mary (Midge) Kramer as Secretary/Treasurer, at \$16 an hour up to 30 hours per week. A voice vote was taken; motion passed unanimously.**

**A motion was made by K. Serafini-Brooks and seconded by J. Simon to have 149 4<sup>th</sup> Street and 350 Erie Avenue appraised at a cost up to \$1000 for the purpose of putting these properties out to bid. A voice vote was taken; motion passed with six (6) yes votes and one (1) no vote from R. Balchun.**

**A motion was made by D. Knauff and seconded by K. Serafini-Brooks to purchase property on 14<sup>th</sup> Street, control number 31-22728, which is up for tax sale at a cost up to \$1500 contingent on any additional liens. A voice vote was taken; motion passed with five (5) yes votes and two (2) no votes from P. Rauch and R. Balchun.**

**A motion was made by D. Knauff and seconded by K. Serafini-Brooks to purchase 133 14<sup>th</sup> Street and 149 14<sup>th</sup> Street from Repository sale at \$550 each plus costs associated with the sale. A voice vote was taken, motion passed with five (5) yes votes and two (2) no votes from P. Rauch and R. Balchun.**

**A motion was made by K. Serafini-Brooks and seconded by M. Kelley to adjourn the meeting at 8:20 pm. A voice vote was taken; motion passed unanimously.**

ATTEST: Marsha Davis  
Assistant Secretary/Treasurer Renovo Borough Council