

Summit Hill Borough Council
July 14, 2026, 6:30 p.m. Borough Hall

The regular scheduled meeting of the Summit Hill Borough Council was held at the above time and place with Vice President Joseph Weber presiding.

Roll Call – Vice President Joseph Weber, Leigh Ann Kruslicky, Joan Morana, Sherri Buzik, Edward Kane, Marlene Basiago, Solicitor Robert Frycklund and Mayor Karen Ruzicka were in attendance.

Vice President Weber asked for a moment of silence in honor of Council President David Wargo who passed away last month.

Floor –

1. Korin Strohl, 101 North Oak Street, stated that they recently received zoning notices ordering them to remove their poultry and they are asking Council to reconsider both the interpretation of the ordinance and the way it is being enforced. Her family keeps poultry for fresh eggs, sustainable living, natural pest control, composting, and education for their children. They are clean, well-cared for and maintained in the fenced yard. To her knowledge they have not created any public health or safety issues. What is confusing is that the borough's position has appeared to have changed over time. She researched public statements going back several years. In 2020, there were discussions indicating that poultry was permitted in residential districts. In 2021, a Times News article quoted a council person who stated that the ordinance allowed poultry but not roosters and that chickens could not roam freely without a fenced property. Other public discussions over the years involving chickens never included statements from borough officials saying that poultry was illegal. If they have always been prohibited, why were public statements repeatedly saying otherwise. They have learned there are many other residents, at least 15 or more and she has their addresses, in town who currently own poultry. If the ordinance truly prohibits them, why, after checking with those residents they are the only ones being told to remove them. It is selective enforcement and not equal enforcement. They respectfully ask for consistency and fairness in the application of the law. They do not want to see anyone lose their poultry pets. They represent healthy food, sustainability, and quality time together. They have brought immense joy and peace to their home. She invites council to come to her yard to see how enjoyable they truly are. They are a huge part of their daily lives, and we love them very much. Many municipalities throughout Carbon County allow backyard poultry with reasonable regulations because they recognize the benefits. They respectfully ask council to consider doing the same. Please review the ordinance and modernize it to allow for these things.
2. Kim Graver, 11 West Holland Street, stated that there is a substantial rat problem in her neighborhood and has already caught three. She sees rats daily running through her yard. The neighbor's yard behind her has tall grass and across the street is the garage that has many barrels between the houses, with one of the houses being owned by Mayor Ruzicka. The barrels have been there for thirty years, and she does not understand why nothing has been done about it. The vacant building on the corner, which was a restaurant, has weeds and bushes that are out of control. She can no longer enjoy living at her house with rats running through the yard. Vice President Weber said they will have it addressed.
3. Craig Strohl, 101 North Oak Street, stated that he is also there to speak about poultry. He has been in the military for 28 years, has severe PTSD and traumatic brain injury. The chickens and poultry are a big part of his recovery. Not only does it help him, but it helps his son who has a learning disability. It shows him responsibility for taking care of them and doing chores. It is a huge part of my life and recovery, and he is willing to work with the borough to make sure he can keep them. He is asking that council give them a waiver to keep the poultry and look at changing the ordinance in the future.

Minutes – Motion was made by Sherri Buzik and seconded by Marlene Basiago to approve the meeting minutes from the May 12 and May 28, 2026 Council meetings. Motion opened for comment; none made. Motion carried unanimously by Council.

Mayor's Report – Mayor Ruzicka reported the total collected from the District Justice for May and June was \$1,111.65 and from Carbon County was \$143.93. Mayor Ruzicka said she started researching the ICE 287 benefits program. Her understanding is that if an officer pulls someone over and the person is an illegal immigrant, the police cannot arrest or detain them. If the officers do the task force model under the ICE program, they will be able to detain them. There are three different parts to it, Task Force Model, Jail Enforcement Model, and the Warrant Service Officer Program. Testing would need to be done to be part of it. The borough can receive money towards the program up to \$7,500 for equipment, \$100,00 for new vehicles, salary and benefits reimbursed and overtime funds up to 25% of salary. There is a lot involved with it, but other communities have started getting involved with the program. **Motion was made by Marlene Basiago and seconded by Sherri Buzik to accept the mayor's report for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Police Report – Chief Woodward read his monthly report. He added that Officer Strauss has been going out and issuing tickets for Quality-of-Life violations. He and Officer Strauss went out today and will be issuing 31 more tickets. It does take time and they are doing what they can, but they may not get them all. He stressed that if there are complaints, they need to be reported to the police department. He mentioned that they will go back in a week to check the properties again to make sure the issue was addressed. If it is a property that is in bad shape, they will follow up in a few days. If the issue is not resolved, they will ticket the owner again. **Motion was made by Leigh Ann Kruslicky and seconded by Sherri Buzik to accept the Police Report for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Planning and Zoning – Motion was made by Sherri Buzik and seconded by Edward Kane to accept the Planning and Zoning report for the months of May and June 2026. Motion opened for comment; none made. Motion carried unanimously by Council.

UCC, Code Enforcement and Rental Inspection Reports – Councilwoman Basiago asked if anything further has been done regarding the business on Ludlow Street that is required to install a handicap parking space in front of the business. Vice President Weber mentioned that a meeting was held with the new ARRO representative and the topic was mentioned. They need to set up an appointment to review it. Councilwoman Buzik inquired about a violation under code enforcement from 5/5/26. Has the property been cleaned up and what the status is at this property. Ms. Steber stated that the property has changed hands and the person who is overseeing the property did bring in dumpsters and cleaned out the house including refrigerators, mattresses, etc. She passed her contact information on to the neighbor and the borough in case of any further issues. **Motion was made by Marlene Basiago and seconded by Sherri Buzik to accept the UCC, Code Enforcement and Rental Inspection reports for the months of May and June 2026.** Motion opened for comment. Motion carried unanimously by Council.

Work Leader Report – A brief update was given about the sewer project. **Motion was made by Sherri Buzik and seconded by Edward Kane to accept the Work Leader report for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Tax Collector Report - Nathan Halenar, Tax Collector submitted his Tax Collector Report for the month of May 2026. Total collected was \$1,029.00 in Occupation Taxes, \$921.20 in Per Capita Taxes and \$263,891.91 in Real Estate Taxes with a commission of \$7,975.26. Total collected for the month of June 2026 was \$2,734.20 in Occupation Taxes, \$1,749.30 in Per Capita Taxes and \$397,626.77 in Real Estate Taxes with a commission of \$12,063.75. **Motion was made by Edward Kane and seconded by Sherri Buzik to accept**

the Tax Collector Report for the months of May and June 2026. Motion opened for comment; none made. Motion carried unanimously by Council.

Delinquent Real Estate Tax Report – Portnoff submitted their Delinquent Real Estate Tax Report for the months of May and June 2026. Total collected for May was \$6,329.81 and collected for June was \$4,324.13. **Motion was made by Leigh Ann Kruslicky and seconded by Joseph Weber to accept the Delinquent Real Estate Tax Report for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Wage Tax Report – Berkheimer submitted their Wage Tax Report for the months of May and June 2026. Total EIT submitted for May was \$62,793.26 with a commission of \$1,086.32 and postage charges of \$30.57. Total LST submitted for May was \$1,788.53 with a commission of \$36.66 and postage charges of \$4.52. Total Delinquent Taxes collected for May was \$104.42 in Occupation Assessment and \$44.00 in Per Capita Tax. Total EIT submitted for June was \$13,810.71 with a commission of \$238.93 and postage charges of \$42.61. Total LST submitted for June was \$177.74 with a commission of \$3.64 and postage charges of \$15.29. Total Delinquent Taxes collected for June was \$62.51 in Occupation Assessment and \$31.07 in Per Capita Tax. **Motion was made by Marlene Basiago and seconded by Sherri Buzik to accept the Wage Tax report for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Receipts – Total receipts received for the month of May 2026 were \$799,852.38 and for June 2026 were \$95,160.31. **Motion was made by Sherri Buzik and seconded by Marlene Basiago to accept the Receipts for the months of May and June 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Bills – General Fund \$238,793.65, Local Services Tax \$60.11, Community Center \$1,675.60, Recreation Checking \$853.87, Recreation Money Market \$113.10, Street Lighting \$9,640.53, Sanitation Account \$99,137.75, Rental Property Account \$3,668.41, and Liquid Fuels Account \$12,728.69. **Motion was made by Marlene Basiago and seconded by Leigh Ann Kruslicky to pay the bills from May 13 - July 14, 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.

Committee Reports

Street Committee -

1. The 2026 paving projects have been submitted to Council. The workers have been busy assisting with the sewer project and locating manholes.
2. Councilwoman Basiago stated that she was approached by resident regarding the intersection of Ludlow and Poplar Streets, by the Mansion House. There is no stop sign on Poplar Street when you are traveling south towards Ludlow. Because of the increase in tenants at the apartment building, they park along the west side of the street, making it difficult to see. It was suggested to make the west side of Poplar Street from Ludlow to White Street “No Parking.” It has also made it difficult for fire trucks to travel on that street due to the parking issue.
3. Another issue is at the corner of Ludlow and Beech Streets. People are parking in the white block on the corner and parking right on the corner across the street at Lill’s house making it difficult for those traveling on Beech to see when trying to pull out onto Ludlow. She asked for white blocks to be painted on the corners mentioned and to paint a line through the box to mark it as no parking.
4. Ms. Steber mentioned that they talked about having a Shared Services meeting and can send letters to the other boroughs to get their availability to schedule a meeting.

Police Committee - A letter was received from Councilman Soberick of Lansford asking to hold an informal meeting to discuss exploring the potential for regionalization among local police department. Vice President Weber said it is a good idea to meet to explore the idea.

Infrastructure Committee -

1. The CLSH Sewer Authority has moved to Summit Hill. Their new office is located at 309 West Holland Street, which is the old Evans Fuel Oil building. The sewer project needs to be completed by the end of September 2026.
2. The Summit Hill Water Authority is working on a project to build a new bridge at the pump house to get to the wells.

Recreation Committee - Councilwoman Morana mentioned that a meeting was not held in July. The 250th Celebration was a huge success, and the Community Yard sale also went well.

Motion was made by Joan Moran and seconded by Sherri Buzik to amend the agenda to add a new exercise class to the schedule at the Community Center. Motion opened for comment; none made. Motion carried unanimously by Council.

Motion was made by Sherri Buzik and seconded by Leigh Ann Kruslicky to approve the request from the Recreation Commission to hold a circuit training class on Thursdays from 6:00 - 7:00 p.m. Motion opened for comment; none made. Motion carried unanimously by Council.

Vice President Weber thanked the Recreation Commission, Council and all the volunteers who helped make the 250th event a huge success. It was much better than he could ever hope for and appreciate everyone who was involved to pull it together.

Kathy Gieniec also thanked the Fire Co. for being a part of the event too.

Building Committee -

1. Two letters of interest were received for cleaning services at the municipal building and the Community Center. Letters are from Shelly Nunemacher and Samantha Puksar and were read for submission to the minutes. **Motion was made by Leigh Ann Kruslicky and seconded by Marlene Basiago to hire Shelly Nunemacher for cleaning services at the municipal building and Community Center.** Motion opened for comment; none made. Motion carried by majority vote with Sherri Buzik abstaining due to a candidate being her sister and Edward Kane abstaining due to a candidate being his stepdaughter.
2. The CLSH Sewer Authority has moved to their new office however their meeting room is not finished. They asked to use the Council Chambers for their monthly meetings until theirs is finished. Council agreed that they can use the room as long as it is needed. The members of the Sewer Authority Board are very thankful for Council's cooperation and for allowing them to use the building.

Personnel Committee - A letter was received from the FOP to start negotiations with the police whose contract expires at the end of the year.

Emergency Services Committee - Residents of town were encouraged to follow the Fire Co.'s Facebook page because they do post pictures from all their training events and events they are holding in the community. This past Saturday they spent the entire day at the training grounds in Nesquehoning. Every Monday they do things around the firehouse, and some training and Thursdays are always training night. They will be having Summit Hill Borough – July 14, 2026 Council Meeting

CPR training this weekend and the Golf Tournament is the following weekend. Councilwoman Buzik stated that in the past few months they have been very active. Doing more and showing more. Show up for them as they show up for you. If anyone would like to stop by, the doors are always open on Mondays and Thursdays.

Sanitation - Ms. Steber mentioned that the 3rd Qtr. garbage bills are being sent out. Will post something on their Facebook page too since the mail has not been great.

Economic Development - Councilwoman Basiago welcomed Andrea Delacruz, owner of Delacruz Delites, to the community. The business is located on the 100 block of East White Street.

Motion was made by Sherri Buzik and seconded by Joan Moran to accept the Committee Reports for the months of May and June 2026. Motion opened for comment; none made. Motion carried unanimously by Council.

Communications –

- Request from the Summit Hill Historical Society to use the gazebo in Ludlow Park on Wednesday, September 23, 2026 from 6:00-7:00 p.m. with Jay Smart being the entertainment. Rain date is Wednesday, September 30, 2026. **Motion was made by Marlene Basiago and seconded by Leigh Ann Kruslicky to allow the Summit Hill Historical Society to use the Ludlow Park Gazebo on September 23, 2026 from 6:00-7:00 p.m. for entertainment with a rain date of September 30, 2026.** Motion opened for comment; none made. Motion carried unanimously by Council.
- Request from the Knights of Columbus of the Panther Valley to use the gazebo area in Ludlow Park on Sunday, August 23, or August 30, 2026 from 11:00 a.m. - 2:00 p.m. to help support the Carbon County Animal Shelter. **Motion was made by Sherri Buzik and second by Joan Morana to approve the request from the Knights of Columbus of the Panther Valley to hold an event to help support the Carbon County Animal Shelter on either August 23 or 30, 2026 from 11:00 a.m. - 2:00 p.m.** Motion opened for comment; none made. Motion carried unanimously by Council.
- Request from the Diligence Fire Co. to use money from the Capital Improvement Fund to pay the balance of the invoice for the radio equipment purchase that will not be funded by the LSA grant. They were awarded \$60,000 and the balance owed will be a little over \$14,000. **Motion was made by Leigh Ann Kruslicky and seconded by Joseph Weber to pay the balance of the radio equipment purchase from the Capital Improvement Fund for the Free Co.** Motion opened for comment; none made. Motion carried unanimously by Council.

Motion was made by Sherri Buzik and seconded by Joan Morana to accept communications for the months of May and June 2026. Motion opened for comment; none made. Motion carried unanimously by Council.

Old Business -

1. Ms. Steber presented Council with an updated 2026 Fee Schedule Resolution. The resolution shows all the changes that were agreed upon at the last meeting. Everything in red are suggestions they discussed and will need to have the changes made by ordinance.

Councilwoman Basiago said she feels that they need to make snow parking tickets a flat fee and not a staggered amount for 1st, 2nd, and 3rd offenses. Chief Woodward agreed and said it should be raised to \$75 per offense.

Ms. Steber explained the problem she is having with the rental of the Community Center. She recommended that they change it to an hourly rate or one flat rate instead of a 4 hour or 8 hour option. She also asked Council to consider raising the rate for the cleaning person because of the amount of time and work that it takes to clean it. **Motion was made by Marlene Basiago and Joan Morana to raise the rental rate to \$40 per hour without the use of the stove and \$45 per hour with the use of the stove. Also to increase the rate from \$75 to \$100 for the cleaning services.** Motion opened for comment; none made. Motion carried unanimously by Council. Further discussion took place about the hourly rate for renting the center.

Councilwoman Basiago explained the line painting fee of \$50 for garages and off-street parking falls in line with the fees for Special Purpose Parking. Councilwoman Morana said that lines for garages and off-street parking are not special purpose parking spaces. Councilwoman Basiago said getting into your driveway is a special privilege. Chief Woodward explained that there is no state law that says you must have lines painted by a garage or off-street parking. The law states that you cannot block any garage, even if it is your own, or off-street parking; lines are not required. Lines do help make people aware that they should not park there but there is no law saying lines must be painted. Councilwoman Morana agreed that if it is the first time they are painting the lines and having to measure the area and do extra work, then absolutely charge \$50. If it is to refresh the lines, then the cost should be half. How can you justify \$50 to come out and repaint three lines. It is a “No Parking” zone with or without lines.

Changes to be made by ordinance:

- a. Dumpsters
 - Change fee to a \$40 flat fee.
 - Change 30 days to 14 days
 - Add \$40 fee for an additional 14 days
 - Add that from November 1 until April 30, unless it is an emergency, dumpsters are not to be placed on the street. Define emergency in the ordinance.
- b. Hearing Fees - Add the following:
 - Secretary/Transcript/Stenographer per the stenographer fee
 - Each additional hearing \$250
 - Cancellation of hearing \$125
 - Joint Commission of Boards/Borough Council \$3,000
 - Property Maintenance Appeal \$350 for residential and \$400 for commercial
 - Property Maintenance Board \$450 for residential and \$500 for commercial
 - Refund of money will be returned after all expenses are paid
- c. Police Department
 - Parking Tickets - Snow Ordinance \$75
 - Parking Tickets - Street Sweeping \$50
- d. Special Purpose Parking
 - Change \$50 fee to the following:
\$50 for the initial fee
\$25 for repainting

Councilwoman Basiago does not agree with the suggested change. Vice President Weber said to do a vote.

A vote was taken on the decision to make the fee changes for line painting under special purpose parking

Vice President Joseph Weber	Yes
Leigh Ann Kruslicky	Yes
Joan Morana	Yes
Sherri Buzik	Yes
Edward Kane	Yes
Marlene Basiago	No

Vote carries 5-1 to change the fees for Special Purpose Parking line painting.

2. Ms. Steber explained that a study does not need to be done to make “No Parking” on a Borough Street. A meeting was held with ARRO who stated a study would only need to be completed if it was a PennDOT road. The borough workers did put signs up and it seems to be working.

New Business –

1. Letters of Interest for the vacant Council seat will be accepted until 4:00 p.m. on Tuesday, August 11, 2026 with the special meeting being held at 6:30 p.m.
2. Meetings for the month of August will be revised. A special meeting will be held on Tuesday, August 11, 2026 at 6:30 p.m. and the regular meeting will be held on Thursday, August 27, 2026 at 6:30 p.m.
3. Solicitor Frycklund explained the procedure to transfer borough/police property. The police were looking to sell their old firearms, which are personal property of the borough. A sale would be subject to Section 1201.2 of the Borough Code. A resolution would need to be passed to approve the procedure for public sale. His recommendation would be to send the guns to the company. **Motion was made by Sherri Buzik and seconded by Marlene Basiago to send the old firearms back to the company.** Motion opened for comment; none made. Motion carried unanimously by Council
4. Solicitor Frycklund explained the procedure to sell real property falls under 8 Pa. C.S. 1201.1. Under Borough Code, \$6,000 is the magic number. If they believe that the worth is greater than \$6,000 than a resolution would be drawn up to advertise it for sale to the highest bidder. If there is reason to believe it is worth \$6,000 or less, then the resolution would be to get an appraisal to confirm the value is \$6,000 or less. At that point, it could be sold to a private purchaser. A brief discussion took place with the interested party who would like to buy the property. Councilwoman Basiago stated that she will talk to the borough workers about it and bring it back to Council.
5. Councilwoman Basiago recommended getting bids for prepaid propane and oil for the borough. They talked about it last year and with the rising costs, she feels it would be best for the borough. **Motion was made by Marlene Basiago and second by Sherri Buzik to put bids out for propane and oil for 2027.** Motion opened for comment; none made. Motion carried unanimously by Council.
6. Councilwoman Buzik presented a copy of a draft Data Center ordinance from Palmerton Borough. It was stated that they do not need room to put a data center, which is concerning. She asked that Council take the time to review it, and she will gather more information.
7. Councilwoman Morana is concerned about the quality-of-life issues with overgrown weeds on the main street. A lot of the issues are abandoned properties and asked if there is something the borough can do to rectify the problem. It is not only a safety hazard, but a health hazard00 Solicitor Frycklund stated that it all comes down to Code Enforcement. Vice President Weber said they must be careful because of liability reasons. Chief Woodward said a few of the properties she mentioned were on the list to be fined.

8. Councilwoman Basiago gave an update on the Memorial Park project. The first phase of the park will be done in October, which is the install of the pavers and solar lights. They have most of the money, with a few citizens donating a generous amount to the project, but they need about \$15,000 more. She asked for support from everyone to make the project a success. Six memorial benches have been purchased, with interest of four more to be purchased. They will be ordered in November but installed in the park in spring. Pavers will be installed in October when the walkway is getting done. If anyone is interested in purchasing one, the cost is \$100 per paver and up to 4 line can be engraved. September 27, 2026 there will be a basket raffle and bake sale at the community center from 11:00 a.m. - 2:00 p.m.

The T-Mobile grant was denied but the Pocono Mountain grant was approved. That grant will cover purchasing four garbage cans, mulch for the parks and renting a Harley Rake for maintenance in the parks. They applied for a Greenways, Trails, and Recreation grant for the repairs to the wall. They will not hear about that grant until next year.

9. Ms. Steber informed Council that GOJoe 29 will be coming to the borough on July 21st around noon. Mayor Ruzicka said the last time Joe came to Summit Hill she organized all kinds of things but unfortunately, she will not be in town this time. She offered to organize and put something together but someone else will need to run it.

Special Purpose Parking

1. The committee recommended approving Application No. 04-2026 that was submitted on 05-28-2026. **Motion was made by Edward Kane and second by Sherri Buzik to approve Application 04-2026.** Motion opened for comment; none made. Motion carried unanimously by Council.
2. The committee recommended removing three signs for non-renewal of their yearly application. **Motion was made by Marlene Basiago and seconded by Joan Morana to remove three Special Purpose Parking signs for non-renewal of their yearly applications.** Motion opened for comment; none made. Motion carried unanimously by Council. The committee stressed that they want the signs removed from the pole and blackout the lines.

Motion was made by Sherri Buzik and seconded by Joe Weber to enter an Executive Session to discuss Personnel Matters and Negotiations at 8:49 p.m. Motion opened for comment; none made. Motion carried unanimously by Council.

Motion was made by Leigh Ann Kruslicky and seconded by Marlene Basiago to enter back into regular session at 10:04 p.m. Motion opened for comment; none made. Motion carried unanimously by Council.

Motion was made by Edward Kane and seconded by Sherri Buzik to adjourn the meeting at 10:35 p.m. until the next regular meeting of the Summit Hill Borough on August 27, 2026. Motion opened for comment; none made. Motion carried unanimously by Council.

Joseph Weber
Council Vice President

Kira Steber
Secretary/Treasurer