

MINUTES
PLEASANTVILLE BOROUGH COUNCIL
REGULAR MEETING OF AUGUST 12, 2025 – 6:30 p.m.
MUNICIPAL BUILDING - 114 WEST STATE STREET

All meetings recorded

**OPEN MEETING
INVOCATION/PLEDGE**

The meeting was called to order by President Howie Crawford at 6:30pm. His invocation was followed by the Pledge of Allegiance.

	PRESENT	ABSENT
Mayor		Martha Long
President	Howie Crawford	
Vice-President	John Dunham	
Councilmembers	Kathie McMunn	
	Pam Griffin	
	Bob Rigby	
Secretary-Treasurer	Diana Durstine	
Sewer Plant Operator	Skip Crawford	

**APPROVAL OF PREVIOUS
MEETING MINUTES**

Motion by Vice-President Dunham, second by Councilwoman McMunn and carried unanimously to accept the minutes of the regular meeting of July 22, 2025.

RECOGNIZE VISITORS

Sheryl Walters – Borough Tax Collector
Spoke regarding the possibility of Berkheimer taking over per capita tax collection. She questioned if it is just the Borough’s or if it will include the county, and school and when the change would start. In her opinion there is no sense in them taking over unless they take everything because she would still be doing all the work for the county and school. Looking back at last year, between the Borough, county, and school she was paid \$400.00 for collecting per capita and spent countless hours. She went on to say the only way she has come up with a list of people is from the water bills and she is no longer able to go door to door which is why they call per capita an unfair tax. She believes the school and county have been looking to do away with the tax since she was elected. Council should decide by this fall.

CORRESPONDENCE

Ordinance Question

President Crawford read aloud the following question received via email. Does Pleasantville have an ordinance that restricts how much trash and old cars you can put in your yard? There was a short discussion of the pieces and parts of existing ordinances, agreement that there isn’t a way to come up with a clear definition for junk, and the effect that storage of what might be considered as junk has on property values. President Crawford ended with Council could make an ordinance eventually but the answer for the email is no, there is nothing that is currently set in stone. Current ordinance with vehicle setbacks from neighbors and the road needs to be sent to the owner on North Main Street.

*Benson Memorial Donation in
Stephanie Drake’s Name*

Mayor Long has suggested that the Borough make a memorial to Benson Library from the Borough in Stephanie Drake’s name. Councilwoman McMunn suggested there are several different ways to donate to the library. Councilwoman Griffin added she thought the mayor wanted a money donation to the library and added she herself received a card when someone had donated in her husband Toby’s name. Councilman Dunham would like more details. Decision was tabled until next meeting to find out Stephanie’s likes to be able to decide if the Council would like to give more than just a general monetary donation.

OLD BUSINESS

*Oil Creek Township
Sewer Update*

President Crawford provided Council with a summary of the August 6th meeting. Oil Creek Township Supervisors Keith Armstrong and Keith Klingler, along with their Attorney Nathaniel Schmidt, and Secretary Heidi Brunst attended. President Crawford, Councilwoman McMunn, Solicitor Winkler and Secretary Durstine were in attendance for the Borough. The meeting ended with the Township agreeing to pay the back bill if penalty was waived within ten days. They also agreed on the new payment plan the Borough provided which is based off their meter readings supplied to the Borough each month. The charges would be \$14.97 per EDU base rate charge \$1.56 per 1,000 gallons usage. The new agreement would be worked on by the attorneys and would start January 1st. It will make it simple and when Borough council and/or our and their personnel change it's easy and everyone can figure it out. The paper in council's packet details the amount due with and without penalty.

*Late payment Penalty
Waiver Request*

There was a short discussion. Councilwoman McMunn expressed that the township has messed the Borough up so many times by refusing to pay what is due that she would like to see if it is not paid within a certain amount of time the penalty will go back into effect. She added, sending a check for \$3,000 when they owe \$8,000 is ridiculous. President Crawford said for him, the penalty amount due is nothing down at the sewer plant. The thing he wanted was to get the billing changed. Plant Operator Skip Crawford added something for the Council to keep in mind is finding things they asked for in right to know requests, documentation, and checking other things like having the guy come in to test the meter. There was a lot of work that went on for hours and hours just because they requested stuff that got them nowhere. It was a lot of time, money, and manpower that could have been used elsewhere. Councilman Dunham thinks the penalty fee is there for a reason and it covers all the extra hours of expense. Councilwoman Griffin agrees. She doesn't like what they did. The letters they wrote to their constituents. Borough council gave them a waiver the last time and they practically spit in our face. President Crawford added that the \$14,000 check they sent as a partial payment was not cashed, and the township's attorney didn't even know they sent it out.

Motion by Vice-President Dunham, second by Councilwoman McMunn and carried unanimously to accept the balance that is due if paid by 8/15 without penalty. If not paid by 8/15 all penalties stand no matter what.

Water Source Development

President Crawford reviewed the monthly Water Billing Analysis purchased vs. billed/collected report figures in council's packets each month. He wanted Council to see these numbers again before the vote on the water project. Councilman Dunham truly thinks if it can work it is going to be great. Potentially all those numbers coming back in on the report are coming into the Borough. The well project could potentially be paid back in two to three years with just the money the Borough is paying out to Titusville. If we get grant or other incentive money it might get it almost all paid for. The Borough is a big enough community that we should have our own water source and not rely on Titusville. Councilwoman McMunn added the one guy that came and talked to council was confident about money out there for projects that were covered 100%. President Crawford explained how the Borough would need to put money out for the first phase and has the money available. We already have a sewer plant. If we

had our own water, we would be self-contained, and everything would be done in house. The idea sounds good to Councilman Rigby.

Motion by Councilwoman McMunn, second by Vice-President Dunham and carried unanimously to start the Pleasantville water project.

Solid Waste, Recycling & Household Hazardous Waste Contract

Council discussed results of bidding in the past. President Crawford explained the decision tonight is to extend the contract for another two years or put it out to bid. He confirmed for Councilman Rigby that there is an opportunity for the Borough save residents money and possibly get better rates.

Motion by Vice-President Dunham, second by Councilman Rigby and carried unanimously to put the Solid Waste, Recycling & Household Hazardous Waste Contract out to bid.

PA DEP Water Audit Report Review

President Crawford went through how DEP came in and did a bunch of checking. According to the report the meter is not right that Titusville has, and the piping is not right and there are a lot of issues. There is short- and long-term comments for consideration. The meter right now isn't accurate again. Skip added that twenty-two leaks have been fixed since January, and we have no way to know. President Crawford ended by saying they did a very thorough job and confirmed for Councilman Dunham that the audit is recommendations for what they found and a starting place for if the Borough is going to improve something. No action was taken on the report.

NEW BUSINESS

Repasky/Grabski Subdivision Request

President Crawford explained that the request was sent to the Venango County Planning Commission and approved instead of coming to the Borough for approval first. It is a minor subdivision combining small areas from one lot to another.

Motion by Vice-President Dunham, second by Councilman Rigby and carried unanimously to accept the Repasky/Grabski Subdivision.

2026 Minimum Municipal Obligation (MMO)

The MMO is 10% of payroll each year.

Motion by Councilwoman McMunn, second by Vice-President Dunham and carried unanimously to approve the 2026 *Minimum Municipal Obligation (MMO)*.

2025 Rock Oil Foliage Frenzy

Motion by Councilwoman Griffin, second by Vice-President Dunham and carried unanimously to approve use of Borough roads for the 2025 Rock Oil Foliage Frenzy Bicycle Gravel Dirt Road Poker Run. Councilman Dunham and Councilwoman McMunn's grandson from Arkansas plan to participate.

Per Capita Tax Collection Proposal

Motion by Councilwoman McMunn, second by Councilman Rigby and carried unanimously to get a proposal from Berkheimer to collect per capita tax.

Resolution No. 2 of 2025 Venango County Liquid Fuels Aid

President Crawford reviewed that the Borough didn't do any roads or have any pothole work done this year. 2026 will include paving Chestnut, New, and Parallel Streets. Maple Street will still need coating. The cross-pipe work needed on New Street should be completed this fall, which will give the area plenty of time to pack in and settle before paving is done. (The preliminary estimate received was \$129,559.50)

	<p>Motion by Councilwoman McMunn, second by Vice-President Dunham and carried unanimously to adopt Resolution No. 2 of 2025, Application for County Aid in the amount of \$40,000.</p>
<p><i>2025 DCED Local Share Account Statewide Gaming Revenue Program Applications</i></p>	<p>There was a discussion on five projects to apply for, application fees, priorities, and timelines. A resolution needs approved for each application. An application for the vac trailer in October 2023 was awarded in November 2024 so LSA is not for projects the Borough needs to get done quickly.</p>
<p><i>Stormwater Pipe Replacements</i></p>	<p>President Crawford and Vice-President Dunham described the process the guys go through to get the roads done for the next year. They review the pipes under the road that might need to be replaced first and do them early so they can settle. The estimate for 80' of stormwater pipe replacement is \$842.00. The money is available but was not budgeted.</p>
<p><i>Resolution No. 3 of 2025 2025 Venango County Hazard Mitigation Plan Adoption</i></p>	<p>Motion by Vice-President Dunham, second by Councilman Rigby and carried unanimously to buy the pipe.</p> <p>Venango County completed their work and is at the end of the 2025 Hazard Mitigation Plan process. The plan is 371 pages and available on the County's website. It is ready to be adopted by municipalities so the County can forward it to PEMA and FEMA.</p>
<p>Committee Reports</p>	<p>Motion by Councilwoman McMunn, second by Vice-President Dunham and carried unanimously to adopt Resolution No. 3 of 2025.</p>
<p><i>Management Finance</i></p>	<p>Nothing.</p>
<p><i>Public Works Streets/Properties</i> President Crawford</p>	<p>Things are going along good. No complaints.</p>
<p><i>Recreation Board</i> President Crawford</p>	<p>President Crawford still has not heard back about the key. He was approached at the festival and told that a bunch of people had quit. If the Borough doesn't hear back, eventually we will have to put a new one in.</p>
<p><i>Recycling/Solid Waste</i> Councilwoman Griffin</p>	<p>Nothing to report.</p>
<p><i>Comments & Concerns</i> Councilwoman McMunn</p>	<p>She asked who is in charge of the point up by the school. Secretary Durstine had a visit from Buddy Miller, the PennDOT rep today regarding paving and brought the condition of the area up to him. He will talk to traffic and get back her. He did relay that if signage is found on any island it will be removed per Federal rule.</p>
<p>PERSONNEL President Crawford</p>	<p>Nothing to report.</p>

EXPENDITURES

Motion by Councilwoman McMunn, second by Councilman Rigby, and carried unanimously to pay the bills. (7/9-7/22 in the amount of \$24,600.13 and 7/23-8/12 in the amount of \$45,604.48)

ROUND TABLE

Nothing.

ADJOURNMENT

Motion by Councilwoman McMunn, second by Vice-President Dunham and carried unanimously to adjourn the meeting at 8:01 p.m.

Approved by Council
This 26th day of August, 2025

I hereby certify the foregoing to be a true and correct copy of the Council meeting of August 12, 2025.



Diana Durstine, Secretary