

Jessup Borough Council
December 3, 2025, 7:00 p.m.
REGULAR MEETING

AGENDA

1. MEETING CALLED TO ORDER

2. ANNOUNCEMENT

Executive Session(s)

Pledge of Allegiance

Roll Call

Gregg Betti

Tom Fiorelli

Curt Camoni

Joe Mellado

Jeffrey Castellani

Roberta Galati

Jerry Crinella

3. CONSENT AGENDA

All items listed on the consent agenda are considered routine and will be acted upon by a single motion.

Approve the Minutes of the Regular Meeting on November 5, 2025.

Approve the Secretary Report.

Approve the October Payroll in the amount of \$61,022.17

Approve the monthly payments from the capital improvements fund: \$317.00

Approve monthly payments from the general fund in the amount of \$136,444.11

4. ADDITIONS TO THE COUNCIL MEETING AGENDA

5. OLD OR UNFINISHED BUSINESS

6. REPORTS

Mayor

Committees, Commissions, and Boards

-Stormwater; Chairperson – Jerry Crinella

Draft minutes, memos, reports, etc.

-Finance & Grants; Chairperson – Tom Fiorelli

Draft minutes, memos, reports, etc.

-Planning Commission; Chairperson – Brittani Barscheski

Draft minutes, memos, reports, etc.

-Zoning Hearing Board; Chairperson – Jeff Smith
Draft minutes, memos, reports, etc.

Controller; Benjamin Cardoni
Tax Collector; Genevieve Lupini
Zoning Officer; Amos Valenti
Police Department; Chief Derek Fozard
DPW; Foreman Joseph Cirba
Engineer; Peters Consultants, Inc
Solicitor: Maura Armezzani Tunis
Borough Manager: Coleen Watt

7. COMMUNICATIONS:

8. PUBLIC COMMENT

9. NEW BUSINESS / MOTIONS

- A.** Motion to advertise the 2026 budget.
- B.** Motion to align the Borough Manager and Assistant Borough Manager's holidays with DPW and Clerical. Additional holidays would include Easter Monday, Christmas Eve and New Years Eve.
- C.** Motion to adopt Resolution 20 of 2025 - Intergovernmental Agreement and memorandum of understanding on public safety technology systems between Lackawanna County and Jessup Borough.
- D.** Discuss health insurance, dental and vision renewal.
- E.** Discuss the bank
- F.** Motion to pay Memorial Highway Chevrolet \$1,293.72 for damage to the grill of a pickup truck caused by DPW.
- G.** Motion to approve 2026 Jessup Council meeting dates and advertise the same.
- H.** Motion to approve a proposal from vialytics for evaluating Borough infrastructure and assets. Cost \$4,363.00
- I.** Motion to adopt Resolution 21 of 2025 applying for a statewide LSA Grant for Hill Street in the amount of \$
- J.** Motion to sell a 2017 Ford Explorer on municibid.

ADJOURN:

December 3, 2025		
GENERAL FUND - November 2025		
SAVINGS ACCOUNT		
BALANCE: October 31, 2025		\$ 2,471.23
RECEIPTS: November 2025		
Interest on Savings-Peoples Security Bank		\$ -
SUB-TOTAL		\$ 2,471.23
Transferred from Savings to Checking		\$ -
BALANCE GENERAL FUND SAVINGS ACCOUNT: November 30, 2025		\$ 2,471.23
CHECKING ACCOUNT		
BALANCE: October 31, 2025		\$ 423,859.65
DEPOSIT RECEIPTS: November 2025		
Berkheimer LST - November 2025	\$ 33,277.15	
Berkheimer EIT - November 2025	\$ 153,274.57	
Zoning Fees	\$ 230.00	
Zoning Hearing Board Fees	\$ 575.00	
Jessup Borough 2025 Real Estate Tax	\$ 8,457.23	
Delinquent Real Estate Taxes	\$ 608.82	
Delinquent Tax Claim Bureau	\$ 2,064.37	
Real Estate Transfer Tax	\$ 6,888.76	
Lackawanna County Housing Authority Pilot Program	\$ 2,770.71	
Police Fines - Magistrate & County	\$ 342.43	
Police Report Copies	\$ 75.00	
Reimbursement for Pave Cut Inspections	\$ 134.00	
Solicitation/Peddlers Permit	\$ 25.00	
Rental Registration Fee	\$ 400.00	
Hometown Hero Banners	\$ 190.00	
Comcast Franchise Fee	\$ 9,726.11	
Invoice Fees	\$ 13.40	
Interest on Checking-Peoples Security Bank	\$ 1,740.31	
Total Checking Account Receipts		\$ 220,792.86
SUB-TOTAL		\$ 644,652.51
<i>Total Checking Account Expenditures</i>		<i>\$ 208,320.48</i>
GENERAL FUND CHECKING ACCOUNT BALANCE: November 30, 2025		<u>\$ 436,332.03</u>
GENERAL FUND EXPENDITURES: November 2025		
1st Alarm Security	\$ 1,070.00	
AFLAC	\$ 125.16	
All Phase Scranton	\$ 552.00	
Alloy5 Architecture	\$ 2,672.50	
Animal Arrest	\$ 110.00	
Association of Mayors of Boroughs of PA	\$ 60.00	
Blakely Borough	\$ 2,225.94	

GENERAL FUND EXPENDITURES: November 2025		
Charles Schwab	\$	2,107.43
Coleen Watt	\$	220.50
Comcast	\$	1,463.82
Crawford & Company	\$	7,500.00
Crystal Clear Spring Water Co.	\$	108.75
Damage Control Inc.	\$	3,800.97
DeLage Landen-Financial Services	\$	583.28
Dempsey Uniform & Linen Supply Inc.	\$	419.50
Donald G. Karpowich	\$	787.50
Encova Insurance	\$	3,689.00
English Hardware	\$	14.15
Geisinger - Employer paid portion	\$	12,569.74
Geisinger - Employee paid portion	\$	1,716.40
George Yurkanin	\$	1,224.00
Gerrity's Ace - Peckville	\$	2.64
Grand Rental Station	\$	175.00
Guardian - Dental employer paid portion	\$	604.68
Guardian - Dental employee paid portion	\$	66.50
Guardian - Life	\$	179.75
Guardian - Vision employer paid portion	\$	134.88
Guardian - Vision employee paid portion	\$	11.96
H&K Group, Inc.	\$	3,358.72
Iron Nebula	\$	5,557.58
IWDA Engineering	\$	4,071.40
Justus Home & Garden	\$	36.09
Lowe's	\$	25.96
Mario J. Hanyon, Esquire	\$	2,008.92
Masters Concrete Products, Inc.	\$	1,120.00
Medico Construction Equipment	\$	128.72
NaturaLawn	\$	875.00
NEIC	\$	17,991.11
NEPA Alliance	\$	295.00
Nicole Pisarski	\$	300.00
Northeast Marine	\$	42.00
PA State Association of Boroughs	\$	923.78
PAWC	\$	3,027.70
Pennsylvania One Call System, Inc.	\$	101.32
Peters Consultants, Inc.	\$	5,807.50
PPL Electric Utilities	\$	1,685.85
R&J Main Street Car Wash, Inc.	\$	60.00
Rainey & Rainey, CPAs	\$	9,275.00
Reeves Rent-A-John, Inc	\$	804.00
S&S Automotive	\$	6,397.00
Saporito, Falcone, & Watt	\$	2,782.20
Sarah MacDougall	\$	1,479.00
Scranton Times	\$	1,967.64

GENERAL FUND EXPENDITURES: November 2025		
Starfursky Auto Parts	\$ 502.73	
Starr Uniform	\$ 656.87	
Teamsters Local Union 229	\$ 840.00	
Theresa N Pezak	\$ 76.50	
Timothy Long	\$ 2,728.50	
TOPP Business Solutions	\$ 19.56	
UGI	\$ 570.36	
Valley Carpet Cleaning	\$ 370.00	
Verizon	\$ 180.72	
Verizon Wireless	\$ 481.13	
Peoples Security Bank-Credit Card Payment	\$ 2,218.73	
Employee Payroll	\$ 61,022.17	
We Pay Payroll Processing Co.	\$ 406.50	
Payroll Tax Liabilities	\$ 23,929.17	
TOTAL	\$ 208,320.48	

Bills Received in November 2025 - General Fund

Airgas	DPW supplies	\$	303.87
Alberigi Insurance Agency LLC	Tax Collector bond	\$	266.57
American Legion	Reimbursement for Veterans Day luncheon	\$	1,328.60
Animal Arrest	Vector services for Borough	\$	70.00
AutoZone	DPW & police vehicle supplies	\$	332.34
Blakely Borough	Fuel for Borough vehicles	\$	2,551.80
Cody Computer Services, Inc.	Police computer program	\$	1,939.50
Dempsey Uniform & Linen Supply	Cleaning & sanitation services & supplies	\$	484.42
Donald G. Karpowich, Attorney at Law	Monthly bill for legal services	\$	930.00
English's Pro Hardware & Appliances	DPW supplies	\$	233.92
Environmental Planning & Design	Zoning ordinance amendments	\$	7,140.75
Five Star Equipment	DPW supplies	\$	13.76
GJ Farrell Plumbing & Heating, Inc.	Service call to Borough Building	\$	215.00
Grand Rental Station	Rental of equipment for DPW	\$	129.02
Greenfield Power Equipment, Clothing, & Footwear	DPW supplies	\$	81.99
Griffin Pond Animal Shelter	2025 fees for dogs brought into shelter	\$	360.00
H&K Group, Inc.	Road supplies	\$	2,301.58
IWDA Engineering	Pave cut inspection services	\$	834.50
James Anderson	Fire chief stipend	\$	500.00
Jessup Hose Company #2 & Ambulance Association	Insurance premium reimbursement for 2025	\$	26,364.00
Medico Construction Equipment	DPW supplies	\$	610.04
NEIC	Billing for building services	\$	40,114.42
Nicole Pisarski	Court reporting services for ZHB hearings	\$	450.00
Northeast Hydraulics	DPW supplies	\$	410.93
Pena-Plas	DPW supplies	\$	164.55
Pennsylvania State Mayors' Association	Membership dues	\$	70.00
Pennsylvania Steel Company Inc.	DPW supplies	\$	1,050.48
Peters Consultants, Inc.	Engineering services	\$	6,608.75
Powell's Sales & Service	Repairs to DPW vehicles	\$	2,203.01
R&J Main Street Car Wash, Inc.	Washing services for police vehicles	\$	65.00
Reeves Rent-A-John, Inc.	Services to Memorial Field, Station Park, Pioneer Field & Sara Bratty Park	\$	804.00
Rossi Rooter	Jet and tanker service at Borough Building	\$	775.00
S&S Automotive	Repairs to DPW vehicles	\$	5,509.50
Saporito, Falcone, & Watt	Monthly bill for legal services	\$	5,427.06
Scranton Craftsmen	DPW supplies	\$	401.85
Scranton Times	General advertising costs	\$	4,076.04
Starr Uniform	Police uniforms	\$	192.00
Team Force	Police car upfitting	\$	20,759.86
Valley Carpet & Janitorial Services	Monthly bill for cleaning services	\$	370.00

Total \$ 136,444.11

Bills Received in November 2025 - Capital Improvements

Central Clay Products, Inc.	Supplies for Church Street sliplining project	\$	317.00
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Total \$ 317.00

Accounts Summary

December 3, 2025

Fund	Account Balance as of 10/31/2025
General Fund - Checking	\$ 436,332.03
General Fund - Savings	\$ 2,471.23
Money Market Account	\$ 353,205.16
CD Portfolio	\$ 568,561.54
Treasury Bill Portfolio	\$ 558,875.91
Capital Improvements Account	\$ 132,481.18
Refuse Account	\$ 204,903.57
Motor License Account	\$ 73,040.39
<u>Total: \$ 2,329,871.01</u>	

December 3, 2025

CAPITAL IMPROVEMENTS

BALANCE: October 31, 2025		\$ 26,663.90
RECEIPTS: November 2025		
Commonwealth of PA <i>For JYSA project</i>	\$ 164,559.00	
Peoples Security (Interest)	\$ 163.90	
TOTAL ACCOUNT RECEIPTS		\$ 164,722.90
SUB-TOTAL		\$ 191,386.80
<i>Total Expenses November 2025</i>		<i>\$ 58,905.62</i>
Balance November 30, 2025		\$ 132,481.18
EXPENSES November 2025		
PA Public Safety LLC <i>For new police vehicle upfitting</i>	\$ 3,326.44	
Pena-Plas <i>For Church Street project</i>	\$ 54.95	
Stafursky Paving Co. <i>For Church Street project</i>	\$ 8,900.00	
Stafursky Paving Co. <i>For Jessup Avenue project</i>	\$ 46,624.23	
Total Expenses	\$ 58,905.62	

MONEY MARKET ACCOUNT

BALANCE: October 31, 2025		\$ 352,587.25
RECEIPTS: November 2025		
Peoples Security (Interest)	\$ 617.91	
TOTAL ACCOUNT RECEIPTS		\$ 617.91
SUB-TOTAL		\$ 353,205.16
<i>Total Expenses November 2025</i>		<i>\$ -</i>
Balance November 30, 2025		\$ 353,205.16
EXPENSES November 2025		
Total Expenses	\$ -	

MOTOR LICENSE FUND

BALANCE: October 31, 2025		\$ 81,524.24
RECEIPTS: November 2025		
Peoples Security (Interest)	\$ 229.64	
TOTAL ACCOUNT RECEIPTS		\$ 229.64
SUB-TOTAL		\$ 81,753.88
<i>Total Expenses November 2025</i>		<i>\$ 8,713.49</i>
Balance November 30, 2025		\$ 73,040.39
EXPENSES November 2025		
PP&L	\$ 8,713.49	
Total Expenses	\$ 8,713.49	

REFUSE ACCOUNT

BALANCE: October 31, 2025		\$ 280,128.26
RECEIPTS: November 2025		
JP Mascaro & Sons	\$ 1,398.10	
Peoples Security (Interest)	\$ 1,047.21	
TOTAL ACCOUNT RECEIPTS		\$ 2,445.31
SUB-TOTAL		\$ 282,573.57
<i>Total Expenses November 2025</i>		<i>\$ 77,670.00</i>
Balance November 30, 2025		\$ 204,903.57
EXPENSES November 2025		
JP Mascaro & Sons	\$ 77,670.00	
Total Expenses	\$ 77,670.00	

December 3, 2025

9 Month CD

ORIGINAL BALANCE		\$ 250,000.00
CURRENT BALANCE		\$ 283,981.37
<i>Maturity Date:</i>	<i>8/4/2026</i>	
<i>Interest Rate:</i>	<i>3.65%</i>	
<i>*Rollover 02/04/2023, 08/04/2023, 02/04/2024, 02/04/2025, 11/04/2025</i>		

12 Month CD

ORIGINAL BALANCE		\$ 258,137.21
CURRENT BALANCE		\$ 284,580.17
<i>Maturity Date:</i>	<i>5/11/2026</i>	
<i>Interest Rate:</i>	<i>3.60%</i>	
<i>*Rollover 05/11/2024, 05/11/2025</i>		

December 3, 2025

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 128,019.58
VALUE AS OF 11/30/2025		\$ 138,610.80
Maturity Date:	12/31/2025	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 130,556.36
VALUE AS OF 11/30/2025		\$ 137,625.29
Maturity Date:	3/31/2026	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 124,648.36
VALUE AS OF 11/30/2025		\$ 142,460.64
Maturity Date:	6/30/2026	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 128,984.04
VALUE AS OF 11/30/2025		\$ 139,743.93
Maturity Date:	10/1/2026	

Insured Cash Account

ORIGINAL BALANCE		\$ 1,664.90
CURRENT BALANCE		\$ 435.25

*Please note that values fluctuate on a daily basis and the interest on the bills is not fully recognized until the bills have reached their maturity dates.