

Jessup Borough Council
August 5, 2026, 7:00 p.m.
REGULAR MEETING

AGENDA

1. MEETING CALLED TO ORDER

2. ANNOUNCEMENT

Executive Session(s)
Pledge of Allegiance
Roll Call

Brian Barrett
Gregg Betti
Curt Camoni
Jerry Crinella

Tom Fiorelli
Ron Kordish
Robbie Martin

*****Presentation of proclamation for Valley View Girls Softball Team*****

1. 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 July 2 and Special Meeting on July 30, 2026
Approve the Secretary Report.
Approve the July Payroll in the amount of \$91,492.10
Approve monthly payments from the general fund in the amount of \$56,232.09

2. ADDITIONS TO THE COUNCIL MEETING AGENDA

3. OLD OR UNFINISHED BUSINESS

4. REPORTS

Mayor

Commissions and Boards

-Planning Commission; Chairperson
-Zoning Hearing Board; Chairperson

Controller; Benjamin Cardoni
Tax Collector; Genevieve Lupini
Zoning Officer; Amos Valenti
Police Department; Chief Edward Boettcher
DPW; Foreman Joseph Cirba
Borough Fire Chief: James Anderson
Solicitor: Maura Armezzani Tunis
Borough Manager: Coleen Watt

5. COUNCIL COMMENTS

6. PUBLIC COMMENT

7. NEW BUSINESS / MOTIONS

- A.** Motion to advertise an ordinance to form a blight board.
- B.** Motion to approve maintenance on the traffic lights on SR 247. \$5,956.88
- C.** Motion to further investigate a multi-municipal zoning and comprehensive plan administered through Lackawanna County and DCED.
- D.** Motion to form the following committee to come up with options for the bank building at 210 Church Street. Gregg Betti, Tom Fiorelli and Ron Kordish
- E.** Motion to adopt Ordinance No. 4 of 2026 amending the Jessup Borough Zoning Ordinance. Specifically, Article 10 (Environmental Protection), Section 1005 (Noise), Section 1008 (Vibration), Article 15 (Definitions), Section 1502 (Terms Defined).
- F.** Motion to accept the resignation of Brian Barrett from the Jessup Borough Planning Commission.
- G.** Motion to advertise a full-time member for the Jessup Borough Planning Commission.
- H.** Motion to appoint Dr. Melissa Jones as an alternate to the Jessup Borough Planning Commission.
- I.** Motion to adopt Resolution 2026-12 updating the zoning fee schedule.
- J.** Motion to adopt Resolution 2026-13 updating the rental registration inspection fee.
- K.** Motion to adopt Resolution 2026-14 authorizing Gregg Betti and Coleen Watt to execute all documents related to the DCED multimodal grant for Hill Street.
- L.** Motion to appoint council members to a union negotiations committee. Brian Barrett, Curt Camoni and Robbie Martin.
- M.** Motion to advertise for a member and an alternate member for the Civil Service Commission.
- N.** Motion to advertise civil service testing.
- O.** Motion to advertise for part-time police officers.

- P. Motion to advertise a budget work session.
- Q. Motion to send a letter to SLIBCO asking them not to sell any land for datacenter development until we have time to evaluate cumulative effects on the town and neighboring municipalities
- R. Motion to form a committee to meet with other boroughs to discuss taking legal action against the state.
- S. Motion to authorize Environmental Planning and Design to draft amendments to the Zoning Ordinance; upon receipt to submit the draft amendments to the Lackawanna County and Jessup Borough Planning Commissions and to advertise a public hearing to be scheduled at least thirty days after submission of the draft to the Planning Commissions.
- T. Motion to advertise for bids to replace the roof on the bank building at 210 Church Street.
- U. Motion to give Hose Company #2 \$20,000.00 to assist in the purchase of a used fire truck.
- V. Motion to hire _____ as special counsel for the Breaker Street Associates LLC Mandamus Action and Land Use Appeal at an hourly rate of \$ _____.
- W. Motion to accept the resignation of Ron Augelli as an alternate for the zoning hearing board.
- X. Motion to advertise an alternate for the zoning hearing board.
- Y. Motion to appoint _____ temporary part-time DPW employee at the rate of \$ _____ per hr.

8. Final Council Comments

9. Adjourn

**Jessup Borough Council
REGULAR MEETING
July 2, 2026, at 7:00 p.m.**

The regular monthly meeting of Jessup Borough Council was held on Thursday, July 2, 2026, at 7:00 p.m. in the Jessup Borough Building, 395 Lane Street, Jessup, PA 18436.

Call to Order: Meeting was called to order at 7:00 p.m. by President, Gregg Betti.

Executive session regarding potential litigation was held on Tuesday, June 30, 2026.

Roll Call:	Gregg Betti	Thomas Fiorelli
	Curt Camoni	Ron Kordish
	Jerry Crinella	Robbie Martin

Consent agenda:

Approve the minutes of the regular meeting June 3, 2026.

Approve the Secretary's report

Approve the May payroll in the amount of \$83,555.84

Approve monthly payments from the general fund in the amount of \$50,437.67

A motion was made by Jerry Crinella a second by Robbie Martin to approve the consent agenda.
Aye carried. (6-0)

Reports:

Mayor Joseph Buckshon is looking forward to the upcoming July 5th Celebration, National Night Out and the Block Party.

Genevieve Lupini gave a report of monies collected for the month of June.

Chief of Police, Edward Boettcher gave an overview of incidents for the month of June.

Solicitor, Maura Armezzani Tunis received a response from the Union regarding opening discussions. She had conversations with several local borough solicitors, and they will go back to their Councils. Hopefully there will be more information in the coming weeks.

Public Comment: Mark Cordelli of Lackawanna County announced happenings throughout Lackawanna County.

Gary Pezak gave an EMS update for the month of June.

Genevieve Lupini asked about the historic significance of the bank building. Commended Gregg Betti on a job well done organizing the celebration of the 150th anniversary of Jessup Borough.

Jeff Smith discussed communities that currently require utilities to place the high-tension electric wires underground, host agreements and placing backup generators in buildings.

New Business / Motions

- A. Motion to approve the Nogick subdivision. Motion was made by Jerry Crinella second by Curt Camoni. Aye carried. (6-0)
- B. Motion to appoint Brittani Hamer Barcheski to Jessup Borough Council. Motion was made by Tom Fiorelli second by Jerry Crinella. Tom Fiorelli, Ron Kordish and Jerry Crinella voted aye for Brittani Barscheski.
- C. Motion to appoint Brian Barrett to Jessup Borough Council. Motion was made by Gregg Betti second by Robbie Martin. Curt Camoni, Gregg Betti and Robbie Martin voted aye for Brian Barrett. Mayor Joseph Buckshon, Jr. voted aye for Brian Barrett. Aye carried. (4-3)
- D. Motion to hire Robert Bastek, Sr. as a part-time seasonal employee for DPW at the rate of \$18.50. Motion was made by Robbie Martin second by Tom Fiorelli. Aye carried. (6-0)
- E. Motion to adopt Ordinance No. 8 of 2026 to regulate on street parking on Dolph Street. Motion made by Robbie Martin second by Ron Kordish. Aye carried. (6-0)
- F. Motion to adopt Resolution No. 11 of 2026 expressing support for Safe Streets Lackawanna. Motion made by Curt Camoni second by Jerry Crinella. Aye carried. (6-0)
- G. Motion to change the scope of work listed in the ARPA Small Water and Sewer grant from Ferdinand/Flynn and Morgan Streets to Sturges Street. Motion was made by Curt Camoni second by Jerry Crinella. Aye carried. (6-0)
- H. Motion to advertise to bid the Sturges Street Stormwater Improvement Project. Motion was made by Curt Camoni second by Robbie Martin. Aye carried. (6-0)
- I. Motion to enter into a contract with Animal Arrest for the trapping and removal of animals throughout the borough. Cost: \$1,250.00. Motion was made by Robbie Martin second by Tom Fiorelli. Aye carried. (6-0)
- J. Motion to authorize the purchase of scheduling software for the Jessup Borough Police Department. Cost \$600.00 annually. Motion was made by Jerry Crinella second by Curt Camoni. Aye carried. (6-0)
- K. Motion to authorize new graphics for police vehicle 25-2. Cost \$2,000.00 Motion made by Robbie Martin second by Curt Camoni. Aye carried. (6-0)
- L. Motion to form a committee for union contract negotiations. Motion was made by Jerry Crinella second by Curt Camoni. Aye carried. (6-0)
- M. Motion to draft an amendment to ordinance number 10 of 2020, to send the draft to the Lackawanna County Planning Commission and Jessup Borough Planning Commission and to advertise for a public hearing to be scheduled 30 days after submission to the planning agencies. Motion made by Jerry Crinella second by Robbie Martin. Aye carried. (6-0)

Adjourn: Motion was made by Jerry Crinella second by Tom Fiorelli to adjourn the meeting.
Meeting adjourned at 7:48 p.m.

Respectfully submitted,

Coleen Watt, Secretary

**Jessup Borough Council
Special Meeting
July 30, 2026, at 6:30 p.m.**

A special meeting of Jessup Borough Council was held on Thursday, July 30 2026, at 6:30 p.m. in the Jessup Borough Building, 395 Lane Street, Jessup, PA 18434.

Pledge of Allegiance to the flag was given.

Call to Order: Meeting was called to order at 6:30 p.m. by Chairperson, Gregg Betti.

Roll Call:	Brian Barrett	Thomas Fiorelli
	Gregg Betti	Ron Kordish
	Curt Camoni	Robbie Martin
	Jerry Crinella - A	

Public Comment: None

Bids: The following bids were received for the Sturges Street Stormwater Project.

American Asphalt \$146,890.00 Fabcor, Inc. \$124,951.00 James T. O'Hara \$165,400.00
Linde \$ 111,800.00 Maiocco Excavating \$111,300.00 Multiscape \$174,624.00
Stafursky Paving \$86,641.00

Motions:

- A.** Motion to award the Sturges Street Stormwater Project to Stafursky Paving Co., Inc. in the amount of \$86,641.00. Motion was made by Robbie Martin second by Curt Camoni. Aye carried. (6-0)
- B.** Motion to allow the Jessup 21st Century to submit an application to PennDOT requesting the closure of Church Street on September 19, 2026, from 1:00 p.m. until 8:00 p.m. Motion was made by Tom Fiorelli second by Ron Kordish. Aye carried. (6-0)

Adjourn: Motion was made by Tom Fiorelli second by Ron Kordish to adjourn the meeting. Meeting adjourned 6:40 p.m.

Respectfully submitted,

Coleen Watt, Secretary

August 5, 2026		
GENERAL FUND - July 2026		
SAVINGS ACCOUNT		
BALANCE: June 30, 2026		\$ 2,517.53
RECEIPTS: July 2026		
Interest on Savings-Peoples Security Bank		\$ 23.22
SUB-TOTAL		\$ 2,540.75
Transferred from Savings to Checking		\$ -
BALANCE GENERAL FUND SAVINGS ACCOUNT: July 31, 2026		\$ 2,540.75
CHECKING ACCOUNT		
BALANCE: June 30, 2026		\$ 777,867.36
DEPOSIT RECEIPTS: July 2026		
Berkheimer LST - July 2026	\$ 739.34	
Berkheimer EIT - July 2026	\$ 34,269.49	
Protective Inspection & UCC Fees	\$ 2,895.00	
Plan Review Fees	\$ 850.00	
UCC/Zoning Administrative Fees	\$ 741.80	
Zoning Fees	\$ 500.00	
Jessup Borough 2026 Real Estate Tax	\$ 141,611.33	
Delinquent Real Estate Taxes	\$ 5,228.99	
Real Estate Transfer Tax	\$ 3,650.68	
Police Fines - Magistrate, County, & State Police	\$ 239.74	
Police Report Copies	\$ 15.00	
Pave Cuts Applications	\$ 8,285.00	
Reimbursement for Pave Cut Inspections	\$ 301.50	
Notary Services	\$ 15.00	
Hometown Hero Banners	\$ 2,090.00	
Electronic Recycling Fee	\$ 115.00	
Reimbursement for employee benefit deduction	\$ 486.14	
Scrap Metal Recycling Reimbursement	\$ 75.00	
Donation to Jessup 21st Century Association	\$ 2,500.00	
Donation to Borough - Movies Under the Stars	\$ 400.00	
Donation to Borough - National Night Out	\$ 410.00	
Invoice Fees	\$ 38.65	
Interest on Real Estate Taxes	\$ 43.65	
Interest on Checking-Peoples Security Bank	\$ 2,265.76	
Total Checking Account Receipts		\$ 207,767.07
SUB-TOTAL		\$ 985,634.43
<i>Total Checking Account Expenditures</i>		<i>\$ 244,990.70</i>
GENERAL FUND CHECKING ACCOUNT BALANCE: July 31, 2026		<u>\$ 740,643.73</u>
GENERAL FUND EXPENDITURES: July 2026		
AFLAC	\$ 366.12	

GENERAL FUND EXPENDITURES: July 2026		
Animal Arrest	\$	1,380.00
AutoZone	\$	134.62
Barry Isett & Associates, Inc.	\$	8,449.55
benesch	\$	2,198.00
Blakely Borough	\$	4,494.11
Charles Schwab	\$	2,461.61
Cody Computer Services, Inc.	\$	307.50
Coleen Watt	\$	1,017.02
Comcast	\$	1,432.09
DeLage Landen - Financial Services	\$	189.33
Dempsey Uniform & Linen Supply Inc.	\$	516.01
Encova Insurance	\$	4,316.00
English's Hardware	\$	17.97
Environmental Planning & Design	\$	3,289.81
F&T Excavating	\$	1,800.00
G.J. Farrell Plumbing & Heating Inc.	\$	481.35
Geisinger - Employer paid portion	\$	17,912.32
Geisinger - Employee paid portion	\$	2,552.55
Gerrity's Ace - Peckville	\$	152.63
Greater Scranton Chamber of Commerce	\$	420.00
Guardian - Dental employer paid portion	\$	570.88
Guardian - Dental employee paid portion	\$	128.82
Guardian - Life	\$	222.75
Guardian - Vision employer paid portion	\$	130.41
Guardian - Vision employee paid portion	\$	22.68
H&K Group	\$	527.75
Iron Nebula	\$	9,807.12
Jalvo, Inc.	\$	60.00
Jessup 21st Century Association	\$	2,500.00
Jessup Ambulance	\$	6,577.87
Kost Tire & Auto Service Center	\$	39.73
Michelle sMOLskis	\$	175.00
NEPA Concrete & Asphalt	\$	1,252.75
Nicole Pisarski	\$	815.50
Northeast Hydraulics	\$	67.64
OptumClaim	\$	2,321.81
Overhead Door of Scranton	\$	15.00
PAWC	\$	3,464.29
Pennsylvania Municipal Retirement System	\$	5,392.14
Pennsylvania One Call System, Inc.	\$	47.20
Peters Consultants, Inc.	\$	2,140.00
Pocono Sign Company	\$	1,344.00
PPL Electric Utilities	\$	2,092.61
PSATS	\$	150.00
R&J Main Street Car Wash, Inc.	\$	120.00
Reeves Rent-A-John, Inc	\$	804.00

GENERAL FUND EXPENDITURES: July 2026		
Rossi Rooter, LLC	\$	2,400.00
S&S Automotive	\$	545.00
Saporito, Falcone, & Watt	\$	2,107.40
Scranton Times	\$	592.32
Selective Insurance	\$	6,687.00
Stafursky Auto Parts	\$	1,174.99
State Workmen's Insurance Fund	\$	1,380.00
Teamsters Local Union 229	\$	866.00
The Times-Tribune	\$	356.00
Throop Landscape Supply, LLC	\$	280.00
TOPP Business Solutions	\$	21.32
UGI	\$	114.72
ULINE	\$	274.68
Urban Electrical Contractors	\$	339.85
Valley Carpet Cleaning	\$	470.00
Verizon Wireless	\$	397.47
Zachary Wargula	\$	1,323.00
Peoples Security Bank-Credit Card Payment	\$	3,415.38
Employee Payroll	\$	91,492.10
We Pay Payroll Processing Co.	\$	647.25
Payroll Tax Liabilities	\$	35,427.68
TOTAL	\$	244,990.70

Bills Received in July 2026 - General Fund

Animal Arrest	Nuisance wildlife control for Borough	\$	95.00
Autozone	Vehicle supplies for DPW & Police vehicles	\$	41.88
Barry Isett & Associates	Billing for PA UCC/Zoning permit fees & inspections & Rental inspections	\$	11,818.45
benesch	Engineering services	\$	1,198.50
Blakely Borough	Fuel for Borough vehicles	\$	3,667.84
Dempsey Uniform & Linen Supply	Cleaning & sanitation services & supplies	\$	702.00
English's Hardware	DPW supplies	\$	147.03
Envioronmental Planning & Design	Zoning ordinance amendments	\$	1,719.06
F&T Excavating	Delivery of modified to Railroad Street	\$	1,700.00
Grand Rental Station	DPW supplies	\$	349.99
H&K Group	Road materials	\$	382.54
Iron Nebula	Billing for IT services	\$	5,266.35
Jennifer Filipski	Reimbursement for supplies for community events	\$	68.27
Jessup Hose Company #2	Reimbursement for training	\$	2,766.33
Kellogg Auto Sales	Repairs to DPW vehicle	\$	6,000.00
Keystone Propane	DPW supplies	\$	96.00
L.R.B.S.A.	Sewer video inspection	\$	450.00
Mario J. Hanyon, Esquire	Legal services for Zoning Hearing Board	\$	1,066.87
Marshall Machinery	DPW supplies	\$	1,032.24
Masters Concrete	DPW supplies	\$	1,545.00
Mid Valley Plumbing Supply	DPW supplies	\$	252.00
NEPA Concrete & Asphalt	Road materials	\$	2,375.47
Overhead Door Co. of Scranton, Inc.	DPW supplies	\$	15.00
Pena-Plas	DPW supplies	\$	3,178.00
R&J Main Stree Car Wash, Inc.	Washing services for police vehicles	\$	138.00
Reeves Rent-A-John, Inc.	Services to Memorial Field, Station Park, Pioneer Field & Sara Bratty Park	\$	804.00
S&S Automotive Repair LLC	Repairs to DPW vehicle	\$	2,963.00
Saporito, Falcone, & Watt	Monthly bill for legal services	\$	4,067.40
Scranton Printing	Sponsor signs for National Night Out event	\$	195.00
Scranton Times	General advertising costs	\$	1,199.62
Superior Trophy	Engraving for name plate	\$	10.00
United Fence Supply	DPW supplies	\$	80.00
Urban Electrical Contractors, Inc.	Electrical work for Memorial Field	\$	462.25
Valley Carpet & Janitorial Services	Monthly bill for cleaning services	\$	470.00

Total \$ 56,323.09

Accounts Summary

August 5, 2026

Fund	Account Balance as of 07/31/2026
General Fund - Checking	\$ 740,643.73
General Fund - Savings	\$ 2,540.75
Money Market Account	\$ 596,844.12
CD Portfolio	\$ 578,827.87
Treasury Bill Portfolio	\$ 571,783.57
Capital Improvements Account	\$ 78,353.90
Refuse Account	\$ 145,339.48
Motor License Account	\$ 92,257.26
<i>Total:</i>	<i>\$ 2,806,590.68</i>

August 5, 2026

CAPITAL IMPROVEMENTS

BALANCE: June 30, 2026		\$ 78,135.78
RECEIPTS: July 2026		
Peoples Security (Interest)	\$ 218.12	
TOTAL ACCOUNT RECEIPTS		\$ 218.12
SUB-TOTAL		\$ 78,353.90
<i>Total Expenses July 2026</i>		<i>\$ -</i>
Balance July 31, 2026		\$ 78,353.90
EXPENSES July 2026		
Total Expenses	\$ -	

MONEY MARKET ACCOUNT

BALANCE: June 30, 2026		\$ 346,092.10
RECEIPTS: July 2026		
Invenergy LEC Hosting Payment	\$ 250,000.00	
Peoples Security (Interest)	\$ 752.02	
TOTAL ACCOUNT RECEIPTS		\$ 250,752.02
SUB-TOTAL		\$ 596,844.12
<i>Total Expenses July 2026</i>		<i>\$ -</i>
Balance July 31, 2026		\$ 596,844.12
EXPENSES July 2026		
Total Expenses	\$ -	

MOTOR LICENSE FUND

BALANCE: June 30, 2026		\$ 100,633.44
RECEIPTS: July 2026		
Peoples Security (Interest)	\$ 302.58	
TOTAL ACCOUNT RECEIPTS		\$ 302.58
SUB-TOTAL		\$ 100,936.02
<i>Total Expenses July 2026</i>		<i>\$ 8,678.76</i>
Balance July 31, 2026		\$ 92,257.26
EXPENSES July 2026		
PP&L	\$ 8,678.76	
Total Expenses	\$ 8,678.76	

REFUSE ACCOUNT

BALANCE: June 30, 2026		\$ 199,703.11
RECEIPTS: July 2026		
Refuse Fee Collected	\$ 21,240.00	
JP Mascaro & Sons	\$ 1,478.40	
Peoples Security (Interest)	\$ 587.97	
TOTAL ACCOUNT RECEIPTS		\$ 23,306.37
SUB-TOTAL		\$ 223,009.48
<i>Total Expenses July 2026</i>		<i>\$ 77,670.00</i>
Balance July 31, 2026		\$ 145,339.48
EXPENSES July 2026		
JP Mascaro & Sons	\$ 77,670.00	
Total Expenses	\$ 77,670.00	

August 5, 2026

9 Month CD

ORIGINAL BALANCE		\$ 250,000.00
CURRENT BALANCE		\$ 289,144.69
<i>Maturity Date:</i>	8/4/2026	
<i>Interest Rate:</i>	3.65%	
<i>*Rolled over 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		\$ 289,683.18
<i>Maturity Date:</i>	5/11/2027	
<i>Interest Rate:</i>	3.45%	
<i>*Rolled over 05/11/2024, 05/11/2025; 05/11/2026</i>		

August 5, 2026

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 124,648.36
VALUE AS OF 07/31/2026		\$ 143,845.80
Maturity Date:	6/30/2027	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 128,984.04
VALUE AS OF 07/31/2026		\$ 143,131.39
Maturity Date:	10/1/2026	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 128,019.58
VALUE AS OF 07/31/2026		\$ 142,799.77
Maturity Date:	12/24/2026	

12 Month US Treasury Securities

ORIGINAL PURCHASE PRICE		\$ 130,556.36
VALUE AS OF 07/31/2026		\$ 139,623.05
Maturity Date:	3/18/2027	

Insured Cash Account

ORIGINAL BALANCE		\$ 1,664.90
CURRENT BALANCE		\$ 2,383.56

**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.*

**BOROUGH OF JESSUP
LACKAWANNA COUNTY, PENNSYLVANIA
RESOLUTION # 12 OF 2026**

**A RESOLUTION OF THE BOROUGH OF JESSUP ADOPTING A FEE SCHEDULE FOR
ZONING PERMITS AND APPLICATIONS**

WHEREAS, on November 23, 2020, the Borough of Jessup Council adopted the Borough of Jessup Zoning Ordinance, and thereafter amended it from time to time.

WHEREAS, Section 1407 of the Zoning Ordinance indicates that Borough Council shall enact a fee schedule.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Jessup Council adopts this resolution approving that the attached fee schedule for Zoning Permits and Applications.

THIS RESOLUTION IS DULY ENACTED AND APPROVED at a public meeting duly advertised by a majority vote of Jessup Borough Council on this _____ day of _____, 2026.

ATTEST:

Coleen Watt, Secretary

THE BOROUGH OF JESSUP

Council President

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2026.

By: _____
Mayor of the Borough of Jessup

SCHEDULE OF ZONING FEES

1. Zoning Application Fee (non-refundable & included in listed fees)

Residential	\$75.00
Commercial (includes Short-Term Rentals)	\$150.00

2. Zoning Permits

Residential (New Construction and Additions)

Single Family and Two Family Dwellings.....\$75.00
Plus \$0.30 per square foot of gross floor space plus \$25 CO fee
(includes basements, decks, porches, garages, etc.)

Multifamily Residential Dwelling\$100.00
Plus \$0.30 per square foot of gross floor space plus \$25 CO fee
(includes basements, decks, porches, garages, etc.)

Accessory Structure (up to 200 square feet includes CO fee)\$75.00
Plus \$0.25 per square foot of building space over 200 square feet plus
\$25 CO fee (includes decks, patios, swimming pools, sheds, etc.)

Re-inspection fee\$50.00

Revision to approved permit.....\$50.00

Non-residential

Commercial (New construction & additions)\$150.00
Plus \$0.35 per square foot of gross building space
(Includes wireless communication sites)

Public/Semi-Public Uses\$250.00
Plus \$0.35 per square foot of gross building space

New Signs.....\$150.00
Plus \$2.50 per square foot

New Off Premise Signs (Includes Billboards)\$250.00
(Per face)

All Sign Copy Changes.....\$100.00 plus \$2.50 per sq. ft. over 50 sq. ft.

Accessory Structure to Non-residential Use (up to 200 sq. ft.).....\$150.00
Plus \$0.25 per square foot over 200 sq. ft. plus \$25 CO fee

Re-inspection fee\$ 50.00

Revision to approved permit.....\$ 50.00

3. Certificate of Zoning Compliance

Basic Zoning Verification letter confirming zoning district and permitted uses. (No Plan Review)

Residential\$75.00

Non-residential\$150.00

No new development proposed; no detailed site or dimensional review is required.

Zoning Compliance Letter with Plan Review

Residential Development\$ 250.00

Commercial Development..... \$ 500.00

*Site plans, surveys, or construction drawings must be reviewed.
Setbacks, use compliance, parking, signage, etc. are evaluated.*

Complex / Large Commercial or Legal Certification Letters

Multi-Use/Commercial.....\$ 1,000.00 for the initial review and any work in excess of the initial review shall be billed at \$150.00 per hour.

*Multi-use/commercial sites. Nonconformities must be documented.
Floodplain, conditional use history, or prior approvals are reviewed.*

4. Certificate of Non-conformity

Residential\$50.00

Non-residential\$100.00

5. Applications to Zoning Hearing Board (Variance, Special Exception, Appeal)

Residential and Non-residential.....\$750.00
or as amended

NOTE: If costs incurred by Penn Forest Township exceed the above referenced fee, additional fees shall be billed to the applicant and must be paid prior to the issuance of a Zoning Permit.

6. Conditional Use Permit

Residential\$750.00
Plus \$25.00 per dwelling unit or mobile home

Non-residential 1,000.00
Plus \$50.00 per structure or \$50.00 per acre, if there are no structures

NOTE: If costs incurred by Penn Forest Township exceed the above referenced fee, additional fees shall be billed to the applicant and must be paid prior to the issuance of a Zoning Permit.

7. Amendments

Amendment to Text of Ordinance\$1,000.00

Amendment to Zoning Map\$2,500.00

Amendment Submitted as Curative Amendment\$3,500.00

NOTE: If costs incurred by Penn Forest Township exceed the above referenced fee, additional fees shall be billed to the applicant and must be paid prior to the issuance of a Zoning Permit.

8. Other Permits

Parking Lots

Less than one acre\$250.00

More than one acre.....\$500.00

Change of Use (with no new construction) \$100.00

Home Occupations\$150.00

Temporary Structures/Use.....\$200.00

Roadside Stand.....\$25.00

Driveways.....\$35.00

Zoning Certificate of Occupancy.....\$25.00

FAILURE TO OBTAIN A ZONING PERMIT PRIOR TO THE START OF ANY WORK SHALL RESULT IN A FEE ONE AND ONE-HALF TIMES THE ABOVE NOTED FEES AT THE DISCRETION OF THE ZONING OFFICER.

**JESSUP BOROUGH
RESOLUTION 13 -2026**

**RESOLUTION TO ESTABLISH THE RENTAL REGISTRATION
AND INSPECTION FEE**

WHEREAS, on October 3, 2011 Jessup Borough Council passed Ordinance No. 5-2011 establishing a registration program for residential rental properties.

WHEREAS, amendments to Ordinance No. 5-2011 were passed on April 3, 2024, setting an inspection fee.

WHEREAS, Ordinance No. 5-2011, as amended, sets a Rental Registration fee to be paid every three (3) years or within (30) days of change of ownership.

WHEREAS, Ordinance No. 5-2011, as amended, sets an inspection fee to be assessed to property owners to be paid every three (3) years.

NOW, THEREFORE, BE IT RESOLVED, by the Jessup Borough Council as follows:

1. The fee for registering a rental unit shall be \$30.00 per Premises with a single rental unit and \$50.00 per Premises with multiple rental units. This shall cover the costs of administration of the Rental Registration Program;
2. The fee for rental unit inspection shall be set at \$ 85.00 per rental unit;
3. Any additional work undertaken by the Borough's designated inspection agency as necessitated by the inspection shall be billed at \$ 85.00 per hour.

RESOLVED and **ADOPTED** by a majority vote of the Jessup Borough Council at a duly advertised Regular Meeting of the Jessup Borough Council this _____ day of _____, 2026.

Gregg Betti, President

Attest: _____

**Coleen Watt, Secretary,
Borough of Jessup**

EXAMINED and APPROVED this _____ day of _____, 2026:

Joseph J. Buckshon, Jr., Mayor

DRAFT

BOROUGH OF JESSUP

LACKAWANNA COUNTY, PENNSYLVANIA

RESOLUTION # 14 OF 2026

A RESOLUTION OF THE BOROUGH OF JESSUP

Be it RESOLVED, that the Borough of Jessup, Lackawanna County hereby request a Multimodal Transportation Fund grant of \$83,270.00 from the Commonwealth Financing Authority to be used for Hill Street Railroad Crossing. Be it FURTHER RESOLVED, that the Applicant does hereby designate Gregg Betti, President and Coleen Watt, Borough Manager as the official(s) to execute all documents and agreements between the Borough of Jessup and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. I, Coleen Watt, duly qualified Secretary of the Borough of Jessup, Lackawanna County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Borough of Jessup at a regular meeting held August 5, 2026, and said Resolution has been recorded in the Minutes of the Borough of Jessup and remains in effect as of this date. IN WITNESS THEREOF, I affix my hand and attach the seal of the Borough of Jessup, this 5th day of August, 2026.

Borough of Jessup, Lackawanna County

Gregg Betti, President

Coleen Watt, Secretary