

Kane Borough Council Meeting
November 12, 2025

Call to Order

The regular monthly meeting of the Kane Borough Council was called to order at 6:30 pm by President Tom Kase. The meeting was held at the Borough Office, 112 Bayard St., Kane, PA 16735. Members were notified of the meeting on November 12, 2025.

Invocation

Pastor Garen Smith delivered the invocation.

Pledge of Allegiance

Roll Call

Present: Brandy Schimp (Mayor), Tom Kase (President), Jack Zelina (Vice President), Sam Cummings, Kelle Bari, Jerry Milliron, Melanie Clabaugh, Donald Payne (Council Secretary), Derrick Snyder (Officer in Charge), Matt Bressler, (Fire Chief), Mick O'Rourke (Street Dept. Manager), and Tony Alfieri (Solicitor).

Telecommunications: None present

Excused: Debra Miller

Absent: Joe Geer (Code Compliance)

Visitors

Pastor Garen Smith, Steve Dyne, Lisa Komara

Statement of Citizens on Agenda Items

None

Approval of Minutes

A motion was made by Melanie Clabaugh, second by Kelle Bari to approve the minutes of October 8, 2025, Regular Council meeting. No further discussion. Ayes from all. Motion carried.

Correspondence

Local Realty Transfer Tax – October 2025

Monthly Reports

Budget: A motion was made by Melanie Clabaugh, second by Jack Zelina to approve the Budget Report, as presented. No further discussion. Ayes from all. Motion carried.

Tax Collector: A motion was made by Kelle Bari, second by Jack Zelina to approve the Tax Collector report end of month balance of \$84,428.30. No further discussion. Ayes from all. Motion carried.

Bills for Payment

Check detail in the amount of \$114,670.05 was presented to Council for approval. This included bills totaling \$28,922.02 from the Liquid Fuels account and \$85,748.03 from General Fund. A motion was made by Melanie Clabaugh, second by Jack Zelina to approve the bills for Payment. Ayes from all. Motion carried.

Department Reports

Office: Report submitted. #15 Expectant move-in date to new police headquarters is January 1. #17 It was agreed to start a motion to open Laurel Avenue to a through street. #20 Upon the new year we will need to update signature cards with Hamlin Bank to add Borough Treasurer.

Code Compliance: Report submitted. Don Payne said that the new Code Compliance software is working out well.

Solicitor: Tony Alfieri revised and retyped the lease for the new Police office and prepared and revised the soliciting canvassing ordinance – Melanie will put together send an email to ordinance committee.

Police: Report submitted. Officer in Charge, Derrick Snyder, reported Matt and he will be traveling to DES Center in Smethport for a PennDOT countywide meeting on the 13th following incidents from the day prior.

Street: Report submitted.

Fire: Report submitted. Matt gave a reminder about winter weather driving precautions and provided details of a new fire truck expected in the next month to cover rugged terrain for use at brush fires.

Assessment: Report submitted.

Health Board: Report submitted.

A motion was made by Melanie Clabaugh, second by Kelle Bari to approve the Department Reports. No further discussion. Ayes from all. Motion carried.

Committee Reports

Parks- Minutes from the Kane Parks Commission's October 22, 2025, meeting were reviewed.

Library- Minutes from the Library's October 15, 2025, Board Meeting were reviewed.

New Business

- a. A motion was made by Melanie Clabaugh, second by Jack Zelina to approve the 2026 budget as presented. Ayes from all. Motion carried.
- b. A motion was made by Melanie Clabaugh, second by Jack Zelina to approve Resolution #13-25 of setting the tax rate totaling 11.5 mils - \$1.15 per \$100 of assessed value. Ayes from all. Motion carried.
- c. A motion was made by Melanie Clabaugh, second by Jerry Milliron to approve the McKean County Repository Bid by the Borough on 118 Janeway. Recommendation is to demo the property as it is uninhabitable. Ayes from all. Motion carried.
- d. Adding an amendment to Ordinance #106 (#106-4) Borough manager in collaboration with the fire chief can issue a burning ban during extremely dry conditions, and fines in #106-5 are not less than \$100 not more than \$300. Motion made by Melanie Clabaugh, second by Jack Zelina. Ayes from all. Motion carried.
- e. A motion was made by Kelle Bari, second by Jack Zelina to approve the cadet employment and reimbursement agreement as edited through discussion Step 1 being approving a contract to allow for additional school locations, blanking out Dates, and hourly rates, Step 2 will be personnel committee to start putting together qualifications for cadet candidates. Ayes from all. Motion carried.
- f. Civil service commission membership – Robin Imbrogno would like to do it, and Don will see to having her appointed next month.

Mayor's Report

Hospital and Health Systems Association of PA would like to come back to Kane to do some filming for digital ads highlighting the importance of having hospitals in rural areas of PA and the Mayor has been working with them on a list of people for them to talk to.

The mayor attended the Fireman's Relief Meeting and expressed her appreciation for the well-organized meeting.

Statement of Citizens (Time limited to 5 minutes)

Executive Session

Council paused at 7:23 pm to break into Executive Session regarding Personnel.

Adjournment

After executive session we come back into open session at 8:11PM

Sam Cumming made a motion, second Melanie Clabaugh, to accept Derrick Snyder as Police of Chief. Ayes from all. Motion carried.

Meeting then adjourned at 8:14PM

Respectfully submitted,

Amanda Shrubbs, Kane Borough Office Assistant