

**Kane Borough Council Meeting
December 10, 2025**

Call to Order

The regular monthly meeting of the Kane Borough Council was called to order at 6:30 pm by Vice President Jack Zelina. The meeting was held at the Borough Office, 112 Bayard St., Kane, PA 16735. Members were notified of the meeting on December 09, 2025.

Invocation

The invocation was omitted.

Pledge of Allegiance

Roll Call

Present: Tom Kase (President), Jack Zelina (Vice President), Sam Cummings, Debra Miller, Kelle Bari, Jerry Milliron, Melanie Clabaugh, Donald Payne (Council Secretary), Derrick Snyder (Chief of Police), Matt Bressler, (Fire Chief), Amanda Shrubbs (Recording Secretary) and Tony Alfieri (Solicitor).

Telecommunications: None present

Excused: Joe Geer (Code Compliance), Mick O'Rourke (Streets Department), Brandy Schimp (Mayor)

Absent:

Visitors

Ingrid Cartwright, Robin Imbrogno, Matt Boyer

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 November 12, 2025, Regular Council meeting. No further discussion. Ayes from all. Motion carried.

Correspondence

Local Realty Transfer Tax – November 2025

Kane Area Chamber of Commerce Highlights and thank you to Borough for your support note

Monthly Reports

Budget: A motion was made by Debra Miller, second by Melanie Clabaugh to approve the Budget Report, as presented A motion was made by Kelle Bari, second by Debra to approve the Liquid Fuels Budget. No further discussion. Ayes from all. Motion carried.

Tax Collector: A motion was made by Melanie Clabaugh, second by Sam Cummings to approve the Tax Collector report end of month balance of \$80,166.68. No further discussion. Ayes from all. Motion carried.

Bills for Payment

Check detail in the amount of \$54,740.28 was presented to Council for approval. These included bills totaling \$3,515.83 from the Liquid Fuels account and \$51,224.45 from General Fund. A motion was made by Melanie Clabaugh, second by Kelle Bari to approve the bills for Payment. Ayes from all. Motion carried.

Department Reports

Office: 4 liens paid and released, plans for summer 2026 projects pending PIB loan approval. Pavement preservation planned for ~25 blocks. Laurel Avenue project: replaced failing concrete pipe with heavy-duty plastic, repaved, further detail work scheduled for spring.

Code Compliance: Report submitted.

Solicitor: Tony Alfieri revised cadet employment agreement completed. Reviewed Bradford Township process vetting materials

Police: Report submitted. Communication lines scheduled for installation at new building (Dec 22).

Street: Report submitted. Snow removal emphasized, request for policing cooperation with alternate side parking.

Fire: Report submitted. Thanks for council/community support.

Assessment: Report submitted. No permits for November.

Health Board: Report submitted. Inspections at Mama Sue's Cookie Jar and Tabor Lutheran Church – both passed.

Committee Reports

Library- Minutes from the Library's November 19, 2025, Board Meeting were reviewed. Noted increase in funding.

Ordinance- reviewing canvassing/soliciting ordinance draft.

New Business

Motion made by Debra Miller, second by Melanie Clabuagh to approve covering 2026 projected budget deficit (~\$245,000 projected) from controlled account if needed. Ayes from all. Motion carried.

Organization & appointments meeting: January 5, 2026, 6:30 PM. Regular Council Meeting will immediately follow.

No workshop meeting in January.

Oath of Office for newly elected and re-elected council members scheduled for December 29, 2025, 1 PM.

Council Transition: Farewell to Melanie Claybaugh (8 years) and Kelle Bari (26 months). Welcome new members Robin Imbrogno and Ingrid Cartwright.

Mayor's Report

Attended borough council, planning meeting, KACC Thanksgiving dinner, and station walkthrough.

Declined participation in CAP video due to concerns over Medicaid-related agenda.

Upcoming: UPMC Kane tabletop work sessions, WPEF December board meeting.

Statement of Citizens (Time limited to 5 minutes)

Executive Session

Council paused at 6:58pm to break into Executive Session.

Adjournment

After executive session we come back into open session at 7:25PM Meeting then adjourned at 7:25PM

Respectfully submitted,

Amanda Shrubbs, Kane Borough Office Assistant