

BOROUGH OF CHALFANT – WORK SESSION

April 7, 2026

PRESENT: Mayor Lilac, Mss. Fullwood, Hillen, Sivak, Bissell, Messrs. Hoover, Sauter, Royster.

ABSENT: None.

The work session began at 7:00 p.m. and ended at 8:51 p.m.

BOROUGH OF CHALFANT - REGULAR MEETING

April 8, 2026

PRESENT: Mayor Lilac, Mss. Fullwood, Hillen, Bissell, Messrs. Hoover, Sauter, Royster, Sol. Evashavik

ABSENT: Ms. Sivak

Mr. Hoover called the meeting to order and led the assemblage in the Pledge of Allegiance.

Motion by Royster, seconded by Bissell, to approve the minutes from the last regular meeting. The motion was unanimous.

Motion by Sauter, seconded by Hillen, to approve the bank balances as read. The motion was unanimous.

Motion by Fullwood, seconded by Bissell, to approve payment of the monthly bills after being properly countersigned. The motion was unanimous.

Motion by Hillen, seconded by Royster, to approve the Tax Collection report as read. The motion was unanimous.

MAYOR

Mayor Lilac advised that there were 172 patrols by the Forest Hills Police Department in March, which is up from February. Mayor Lilac advised that nothing in the report really stood out; he noted five noise complaints and a couple of parking complaints/violations.

Mayor Lilac thanked Council and Crime Watch for the Easter party. He said Ms. Sivak did a great job with the event. Mr. Hoover agreed that it was really well received.

There were no questions from Council.

SOLICITOR

No report.

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FINANCE AND ADMINISTRATION

Motion by Fullwood, seconded by Hillen, to issue a real estate tax refund, per Tax Collector, Carol Donahue, to Pennsylvania Land Titles in the amount of \$75.49 for 338 Elizabeth Avenue, East Pittsburgh, PA 15112, 374-C-106. The refund is due to the closing company overestimating the borough RE tax at closing; PA Land Titles overpaid by \$75.49. The motion was unanimous.

Motion by Fullwood, seconded by Royster, to reimburse Tax Collector, Carol Donahue, in the amount of \$60.00 for the 2026 PA State Tax Collectors Association dues. The motion was unanimous.

Motion by Fullwood, seconded by Sauter, to pay the CourseVector invoice in the amount of \$739.00 for the borough website's 2026 managed hosting and domain renewal. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to pay the borough credit card invoice in the amount of \$124.76. Of that amount, \$101.56 is for two Master Lock Outdoor Lock Boxes for the Community Center and Public Safety Building, and \$23.20 is for postage related to the adjudication for the condemnation of 137 Parkway Avenue. The motion was unanimous.

Ms. Fullwood advised that she is planning to publish the next newsletter by June 20th. Mr. Hoover complimented the last newsletter.

PERMITS AND ORDINANCES

Ms. Hillen advised that three new cases were opened in March and nine cases were closed. There were 45 continued cases, and there are 34 citations before the magistrate as of March 31st. There were two initial occupancy inspections and two found with violations.

Ms. Hillen advised that there were two dumpster permits issued in March. There were no building or solicitation permits issued in March, but IGS Energy has a valid solicitation permit through May 6th. Residents are not required to open their doors for anyone.

ROADS AND PUBLIC WORKS

Mr. Sauter advised that things are going well with Public Works; they did a good job getting the grass and weeds around the borough taken care of. Mr. Sauter will be working with them this spring on replacing aging street signs and fixing potholes. He advised residents to reach out with any concerns. Mr. Sauter said the DPW has also been working to ready the baseball field, but Ms. Bissell will speak more on that.

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Motion by Sauter, seconded by Bissell, to sign the 2026 Street Sweeping Agreement with the Steel Rivers Council of Governments. The 2026 season runs from April 1 to October 31; rates for this season are set at \$110.00 per hour. The motion was unanimous.

Mr. Hoover asked if street sweeping would be twice this year. Mr. Sauter advised that yes, they will get it on the schedule and do their best to notify residents.

PUBLIC SAFETY AND WHEMS

Motion by Royster, seconded by Fullwood, to transfer \$2,329.95 from the GFMM Account to the WHEMS Account. This was the amount of WHEMS Tax collected in March. The motion was unanimous.

Mr. Royster advised that there were four calls to WHEMS in March. Mr. Royster added that WHEMS had purchased a new vehicle, which would be delivered at the end of the month.

Mr. Royster advised that there was one incident report for March from the Forest Hills VFD.

ALCOSAN/SEWER

No report.

HEALTH AND COMMUNITY ENGAGEMENT

Mr. Hoover thanked everyone for participating in the Easter Egg Hunt. He said he is looking forward to more events later this year.

PARKS AND RECREATION/BOROUGH PROPERTY

Motion by Bissell, seconded by Sauter, to pay the Hooper Roofing invoice in the amount of \$240.00 for an emergency roof repair at the Public Safety Building. Hooper Roofing repaired a leaking seam, which was under warranty. Hooper Roofing also repaired a scupper box that had been damaged by ice buildup, resulting in the minimum service charge of \$240.00. The motion was unanimous.

Motion by Bissell, seconded by Royster, to sign the 2026 Field and Concession Stand Use Agreement with The Woodland Hills Youth Baseball Association. The agreement outlines the

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responsibilities of both parties and requires the WHYBA to pay the monthly utilities of water and electricity while the agreement is in effect. The motion was unanimous.

Ms. Bissell explained that the baseball field and concession stand have not been in use for the last five to six years. The Woodland Hills Youth Baseball Association has a new president and is working to rebuild the organization. They were looking for a new field for the 2026 season in addition to Forest Hills' fields and Lyons Park in Wilkins. Council and the WHYBA signed a basic agreement for the use of the field and concession stand. The community is looking forward to bringing baseball back to the Chalfant; the WHYBA plans to use the field from May to June or July and will provide the borough with a list of dates. Mr. Sauter said that the DPW is working to ready the field and is doing a great job. Ms. Bissell thanked everyone who submitted a response to her park survey. She said she received a lot of positive feedback and is looking forward to breathing some life back into the park. Mr. Hoover said more improvements are coming this year.

CRIME WATCH

Crime Watch advised that Redd Up Day would be held on April 18th. Residents who wish to help clean up Chalfant should meet at the Community Center at 9:45 am. Garbage bags and gloves will be provided. Mr. Hoover said that hopefully there would be good participation this year.

TAX COLLECTOR

Ms. Donahue advised that the borough real estate tax discount period ends on April 30th. She will hold office hours beginning on April 20th for residents and property owners who wish to pay in person.

CITIZEN PARTICIPATION

Cindy Breeger, Greenfield Ave., expressed concern about potholes on Greenfield Ave. and Lynnwood Ave. down by Brighton St. Mr. Sauter said he will ask the DPW to address.

Doris Libell, Lynnwood Ave., explained that she wasn't at the last meeting but she wanted to compliment and thank Mr. Sauter for the way he handled the fire on Fairview Ave.; she said she wished she could thank the fire departments; they all did a great job. Ms. Libell brought a sanitation issue on her street to Council's attention and asked about the responsibility of cleaning

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up garbage bags that split open during collection. Mr. Hoover said if it splits during collection, the garbage collectors should really clean it up, and he will address the issue. Mr. Hoover said the garbage collectors are not responsible for cleaning up loose garbage, though. Mr. Hoover also said he is aware of the flag down at the North Ave. Armed Services Memorial, but the flag pole needs to be relined. Once that is done, the flag will go back up. Mr. Hoover explained that he is just letting Ms. Libell know before she brings the issue to Council's attention.

OLD BUSINESS

None.

NEW BUSINESS

None.

COMMENTS FROM COUNCIL

Mr. Royster thanked Ms. Bissell for the information on suicide prevention that was included in the recent newsletter. Mr. Royster said it was on point and that you never know what people are going through. Mr. Hoover added that there are resources out there available for everyone. Ms. Bissell thanked Mr. Royster.

ADJOURNMENT

Motion by Sauter, seconded by Bissell, to adjourn the regular meeting at 7:27 p.m. The motion was unanimous.

ATTEST: _____
Borough Manager Council President

