BOROUGH OF CHALFANT – WORK SESSION

August 11, 2026

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

ABSENT: Mr. Hoover

The work session began at 7:00 p.m. and ended at 8:12 p.m.

BOROUGH OF CHALFANT - REGULAR MEETING

August 12, 2026

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

ABSENT: None.

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

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

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

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

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

MAYOR

Mayor Lilac advised that the monthly reports provided by Forest Hills have been updated to include additional information including what time 911 calls were placed. Mayor Lilac noted that 20 911 calls were placed at midnight and 19 were placed at 1:00 a.m; he said nothing good ever happens after midnight. Mayor Lilac explained that he is taking a look at the speed limit signs in the borough to see if there may be a need for more signs; he noted he is concerned about speeding in the borough. Mayor Lilac said the radar speed sign was moved to the 200 block of Elizabeth Avenue. Mr. Hoover added that the sign will be moving around the borough more and will be moved again soon. Mayor Lilac wished Wilkins VFC #3 luck with their new truck. Mayor Lilac thanked Wilkins #3 for always being there, they help out a lot.

SOLICITOR

No report.

FINANCE AND ADMINISTRATION

Motion by Fullwood, seconded by Hillen to pay the borough's Citizen Bank credit card invoice in the amount of $1,143.55. Of that amount, $283.20 was for office supplies at Office Max, $390.00 was for five rolls of stamps, and $470.35 was for the lift rental for Molyneaux Electric to complete the lighting upgrade at Chalfant Park. The motion was unanimous.

Ms. Fullwood advised that the 2025 municipal audit and DCED Audit and Financial report are now complete. Motion by Fullwood, seconded by Sivak to advertise the summary results and availability of the audit report. The motion was unanimous.

Motion by Fullwood, seconded by Royster, to transfer $10,000 from the GF MM Account to the GF Checking to cover the August invoices. The motion was unanimous.

PERMITS AND ORDINANCES

Ms. Hillen advised that 11 new cases were opened in July and six cases were closed. There were 58 continued cases and 44 citations before the magistrate as of June 30, 2026.

There were four total occupancy inspections; one occupancy permit was issued and one temporary occupancy permit was issued. Two inspections had violations found.

Ms. Hillen advised that two dumpster permits and one building permit were issued in July. No solicitation permits were issued, and there are no current ongoing solicitation permits. Ms. Hillen noted a solicitor was just going door to door without a permit. Residents are advised to call 911 to report soliciting without a permit.

ROADS AND PUBLIC WORKS

Mr. Sauter said that the radar speed sign will be moving more frequently as the police have advised that it is beneficial to have it moved more often. Mr. Sauter noted that the vegetation is growing fast with all of the rain and the DPW has to work around the weather. Mr. Sauter said it's been business as usual otherwise.

PUBLIC SAFETY AND WHEMS

Motion by Royster, seconded by Hillen, to transfer $454.40 from the GFMM Account to the WHEMS Account. This was the amount of WHEMS Tax collected in July. The motion was unanimous.

Mr. Royster advised that there were seven calls to WHEMS in July. Mr. Royster advised the new ambulance has been inspected by the Health Department and is fully stocked and ready to respond. Mr. Royster said that all EMS first responders have been trained on the LIFEPAK 35; WHEMS was able to purchase the LIFEPAK 35 monitor/defibrillators thanks to a grant through Senator Jay Costa.

ALCOSAN/SEWER

No report.

HEALTH AND COMMUNITY ENGAGEMENT

Ms. Sivak reminded residents that loose refuse will not be collected. All garbage must be bagged appropriately in kitchen or trash bags, whether it is outside or inside a garbage can. If animals tear into trash bags, it is the owner's responsibility to clean it up, not the collectors'.

PARKS AND RECREATION/BOROUGH PROPERTY

Ms. Bissell advised that the DPW is working to keep up with the weeds, but the weather has been a challenge between all of the rain, extreme heat, and wildfire smoke. Ms. Bissell said that the Parkway Steps have been cleared; the borough identified an issue with a section of the Parkway Steps railing and it is being addressed. Ms. Bissell explained that a resident who uses the steps reached out to see if he could help and Ms. Bissell asked that he just let her know if he sees any issues there since he travels the steps regularly; she noted how nice it was to have a resident offer to help. Mr. Hoover agreed and said that citizen engagement is welcome.

CRIME WATCH

Ms. Roche provided a Crime Watch update. There will be a CW meeting on November 2nd from 6:00 to 8:00 pm at the Chalfant Community Center. The Allegheny County Sheriff's Office will be in attendance to discuss safety measures with residents. Ms. Roche thanked Bob Lasser and his church for agreeing to provide refreshments and pizza at the meeting. Ms. Roche thanked a resident for helping clean up at the Parkway Steps; she said that the DPW was not cleaning up the trash in the area. Ms. Roche read some CW concerns sent by Ms. Bouvier, including a

resident saying they called 911 but did not receive a police response, a potential drug deal that was witnessed at the park, and a suggestion to Ms. Bissell about future borough surveys.

TAX COLLECTOR

Ms. Donahue advised she will be holding office hours at the borough office for any property owner that would like to pay their Woodland Hills School District discount period tax in person. A Savvy Citizen notice will be sent with the office hours dates and times.

CITIZEN PARTICIPATION

Walter Chambers, West St., asked Council if a mirror could be placed on the corner of West St. and North Ave/Avenue F.; he said that people don't stop at the stop sign and there's a blind spot there. Mr. Hoover asked if the borough should ask an officer to watch that stop sign more often. Mr. Chambers said he thought a mirror would suffice. Mr. Hoover said he would address the issue with the police chief. Mr. Chambers also brought up a concern about the yellow lines painted on the curb around 105 West St. on North Ave. and said since there's no longer trucks going in and out of the Westinghouse property, he does not think the curb should be painted. Mr. Hoover said he would address this matter with Chief Williams as well.

Bob Lasser, Lynnwood Ave., complimented the borough for their quick response to his concern regarding the storm sewer near 210 Lynnwood. Mr. Lasser said he was also concerned about part of a railing at the Parkway Steps that had rusted through. Ms. Bissell explained that this was the safety concern she noted in her report earlier in the meeting, and that the railing is currently being addressed. Mr. Lasser said that he thinks the borough needs rumble strips and other measures to curb speeding. He advised that P&L Investments had the area outside of the Westinghouse fence cleaned up recently, and there were a lot of beer/liquor bottles and wrappers that appeared to be from the bar across the street.

Carol Donahue, Greenfield Avenue, thanked Ms. Bissell for all her work cleaning up the Parkway Steps. Ms. Donahue asked about the traffic ordinance update and said that Rossmore is getting bad with parked cars; it's impossible for two cars to get through there. Sol. Evashavik said he had paused his work on the ordinance; Mr. Hoover asked that he pick it back up. Mr. Hoover was unsure if changes would be done before winter.

OLD BUSINESS

None.

NEW BUSINESS

Motion by Bissell, seconded by Sauter, to issue a refund to Ms. Fullwood in the amount of $31.20 for postage related to the Summer Newsletter. The motion was unanimous.

COMMENTS FROM COUNCIL

None.

ADJOURNMENT

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

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ATTEST: _____ _____

Borough Manager Council President