

BOROUGH OF CHALFANT – WORK SESSION

January 13, 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 8:55 p.m.

BOROUGH OF CHALFANT - REGULAR MEETING

January 14, 2025

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

ABSENT: Mr. Sauter

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

MAYOR JAMES PERRY RECOGNITION OF SERVICE AND CITATIONS

Mr. Hoover acknowledged former Mayor James Perry in the audience, explaining that it's been 48 years since Mr. Perry sat on that side of the room. Mr. Hoover said the borough is honored to have several important guests in attendance this evening to recognize Mr. Perry's accomplishments and service to Chalfant Borough.

Senator Jay Costa read a citation honoring former Mayor James Perry, highlighting some of Mr. Perry's accomplishments, such as creating and running the Chalfant Athletic Association for over 25 years. Senator Costa said kids came from all over to play baseball in Chalfant, and in tournament after tournament, Chalfant always beat his team. Senator Costa noted Mr. Perry's commitment to Chalfant year after year and acknowledged that public service is often a thankless job. Senator Costa thanked Mr. Perry very much for the work they've done together and his unwavering commitment to his community.

Aaron Gray, the District Office Director for Representative Abigail Salisbury, read a citation acknowledging Mr. Perry's service. Mr. Gray said he spent time speaking with Mr. Perry's family this evening and realized that Mr. Perry's family is his real legacy. Mr. Gray said Mr. Perry's community work is amazing and so important, but the pride his family has in him is truly remarkable. Mr. Gray thanked Mr. Perry for his service.

Allegheny County Councilman Nick Futules read a proclamation honoring Mr. Perry's more than four decades of dedicated service. Mr. Futules explained that he's known Mr. Perry for quite some time, but never thought he'd be representing Chalfant for Allegheny County. Mr. Futules said he's honored to call Mr. Perry a friend and thanked him for his service.

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Mr. Hoover presented a plaque to Mr. Perry in recognition of 48 years of devoted service to Chalfant Borough; Mr. Hoover said Mr. Perry's leadership and dedication have strengthened the Chalfant community and inspired generations. Mr. Hoover told Mr. Perry that he is honored to have served Chalfant Borough with him for the last 18 years and that he has learned a lot from Mr. Perry and respects him. Mr. Hoover acknowledged Mr. Perry's family and said to take care of him; the legend has officially retired.

Mr. Perry's son, Jim Perry Jr., said this ceremony was to take place in December, but on December 7th, Mr. Perry lost his beloved wife of 49 years, Donna. Mr. Perry said that his dad has been a resident of Chalfant for over 50 years and, during most of that time, he was involved in government. Mr. Perry highlighted his dad's time with the Pirates and said that, in addition to being the mayor of Chalfant, he was also the unofficial mayor of PNC Park. Mr. Perry talked about his father's role in the family, explaining that he is "Pap" to 12 loving grandkids. He highlighted some of his dad's accomplishments in the borough, such as creating the Chalfant Crime Watch and helping to preserve the historic Parkway Steps. Mr. Perry said he could not be more honored to be Jim Perry Jr.; he suggested renaming the Chalfant Servicemen's Memorial Park to the J.S. Perry Community Park.

Mr. Hoover thanked Mr. Perry again for his service and explained Council would resume regular business for the remainder of the meeting, but invited all in attendance to enjoy a small reception with refreshments following the meeting.

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

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

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

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

MAYOR

Mayor Lilac advised that there were 156 patrols by the Forest Hills Police Department in December. The majority of 911 calls were:

5- EMS calls

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- 3- Welfare checks
- 2- Parking complaints
- 2- Suspicious persons
- 2- Road hazards

There were no questions from Council.

SOLICITOR

Solicitor Evashavik advised that he has reviewed the intergovernmental cooperation agreement for the Turtle Creek Valley Fire Code Appeals Board. All boroughs that wish to participate should opt in by March 1st. Sol. Evashavik advised that he doesn't see any issues with the agreement.

Sol. Evashavik congratulated former Mayor Perry on his retirement; Sol. Evashavik explained that Mr. Perry was there at the first meeting he ever attended as a solicitor, and he is forever grateful to Mr. Perry and his wife, Donna. Sol. Evashavik said that he hopes Mr. Perry enjoys his retirement.

FINANCE AND ADMINISTRATION

Ms. Fullwood advised that the borough received the LSA grant disbursement in the amount of \$225,000.00 for the 2025 Public Improvements, Road Reconstruction, which was deposited into the GF Checking account at the end of December. Motion by Fullwood, seconded by Hillen, to transfer \$195,000.00 from the GF Checking to the GF MM account. The motion was unanimous.

Motion by Fullwood, seconded by Bissell, to sign the engagement letter from Turnley, Robinson, and Associates LLC, to conduct the 2025 municipal audit at a cost of \$6,500.00 for the audit and \$500.00 for the DCED financial report. The motion was unanimous.

Motion by Fullwood, seconded by Sivak, to pay the TCVCOG invoice in the amount of \$40.00 for Mr. Hoover's attendance at the 12/19/25 Annual Board Meeting dinner. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to pay the borough credit card invoice in the amount of \$723.17. Of that amount, \$156.00 is for two rolls of stamps, \$2.17 is for postage related to the Brighton St. Vacation, \$65.00 is for Ms. Bissell's attendance at the annual Allegheny County Borough's Association Meeting/Dinner on 12/11/25, and \$500.00 is for Ms. Bissell's participation in the Local Government Academy's Newly Elected Officials Course. The motion was unanimous.

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Motion by Fullwood, seconded by Bissell, to pay the Lea's Floral invoice in the amount of \$199.99 for a floral arrangement for Donna Perry's memorial service. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to pay the Christy and Associates' invoice in the amount of \$400.00 for Carol Donahue's 2026 Tax Collector bond. The motion was unanimous.

Motion by Fullwood, seconded by Royster, to pay the Liberty Mutual invoice in the amount of \$100.00 for Evelyn Fullwood's 2026 Treasurer Bond. The motion was unanimous.

PERMITS AND ORDINANCES

Ms. Hillen advised that four new cases were opened in December and 12 cases were closed. There were 47 continued cases. There are 32 citations at the magistrate as of December 31st.

There were five initial occupancy inspections in December, with four occupancy permits issued and one temporary permit issued.

There were no building, dumpster, or solicitation permits issued in December, however a solicitation permit was just issued to Trinity Solar on January 7th. Trinity Solar's permit will be valid until March 7th.

ROADS AND PUBLIC WORKS

Ms. Hillen advised that North Braddock's DPW is doing a great job in the borough, keeping the roads clear; she noted that they've been clearing the streets from curb to curb.

PUBLIC SAFETY AND WHEMS

Motion by Royster, seconded by Sivak, to ratify the WHEMS transfer from June 2025 in the amount of \$874.63. The motion was unanimous.

Motion by Royster, seconded by Sauter, to transfer \$8,978.98 from the GFMM account to the WHEMS MM account. This was the amount of WHEMS tax collected in 2025. The motion was unanimous.

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Mr. Royster advised that there were 13 calls to WHEMS in December. He read the street, date, and outcomes of each call. Mr. Hoover allowed Ethan Perry to ask a question about whether WHEMS was subsidized by the borough. Mr. Hoover allowed the question and explained that the borough levies a special tax of .5 mills dedicated to WHEMS; this tax allows means that every Chalfant resident is a member of WHEMS and service is free; any portion of residents' invoices not covered by their insurance companies are covered by WHEMS.

Mr. Royster advised that there were no incident reports for December from the Forest Hills VFD.

Mr. Royster explained to Mr. Perry that it has been an honor to serve the borough under him. Mr. Royster said he appreciates Mr. Perry and his wife Donna very much and asked Mr. Perry to please keep in touch.

ALCOSAN/SEWER

No report.

HEALTH AND COMMUNITY ENGAGEMENT

Ms. Sivak said Council is already thinking ahead to Easter and is planning the annual egg hunt at the Community Center on Saturday, March 28th. More details will be announced at future meetings. Ms. Sivak said that there have been some issues with garbage collection recently. She encouraged residents to please bag their trash. Ms. Sivak said the refuse collectors aren't required to collect any garbage that isn't bagged. Residents may try to put out boxes for collection, but they may not be accepted. She noted it often depends on which refuse collectors are working.

PARKS AND RECREATION/BOROUGH PROPERTY

Ms. Bissell asked residents to keep an eye out for an upcoming survey regarding the park. The survey will be published in the next Newsletter; residents may either follow the link to an online survey or complete a paper copy and return it to the borough office. Ms. Bissell said she walked to the park with Mr. Sauter and the new DPW. She noted that there's been an uptick in dogs in the park and explained that while she understands that dogs like snow, the rule of no dogs in the park applies year-round.

Motion by Bissell, seconded by Fullwood, to reimburse Lauren Sivak in the amount of \$22.47 for cleaning supplies and to pay Ms. Sivak's cleaning invoice in the amount of \$350.00 for cleaning the Community Center and Public Safety Building from August through December 2025. The motion was unanimous.

CRIME WATCH

Luann Bouvier said that she noticed the swings are still up at the park, and some are wrapped around the top bar. Ms. Bouvier said the swings should be taken down in the winter. Ms. Bouvier said she is looking at dates to reschedule the CW meeting with the Caulfields and would like to discuss them with Mr. Hoover. Ms. Bouvier congratulated Mr. Perry and said it was a pleasure to work with him on Crime Watch and also when she served on Chalfant Council. She wished Mr. Perry good luck.

TAX COLLECTOR

No report.

CITIZEN PARTICIPATION

Cindy Roche, Fairview Ave., thanked Mr. Perry for his service and said she hopes he enjoys his retirement.

OLD BUSINESS

None.

NEW BUSINESS

None.

COMMENTS FROM COUNCIL

Mr. Hoover thanked everyone for coming and said there would be coffee and cake in the back room following the meeting.

ADJOURNMENT

Motion by Hillen, seconded by Sivak, to adjourn the regular meeting at 7:38 p.m. The motion was unanimous.

ATTEST: _____
Borough Manager Council President

