

**MINUTES of the REGULAR
TOWN COUNCIL MEETING
32 WEST AVENUE
February 11, 2025 @ 3:00PM**

THIS WAS A ZOOM MEETING DUE TO INCLEMENT WEATHER

1. CALL TO ORDER

Mayor Reddington called the meeting to order at 3:00 p.m. with the **Pledge of Allegiance**.

Present: Council Members Jay Tyminski, Don Walsh, Colleen Twardzik, and Steve Cobb. Town Manager Carol Houck, Finance Director Dawn Parks, Police Chief Ken McLaughlin, Town Solicitor Veronica Faust and Town Clerk Donna Schwartz were also present. Planning, Zoning & Development Director Ken Cimino and Public Works Facility Operations Manager Matthew Martin were not present.

2. ADOPTION of Agenda

A motion was made by Council Member Walsh, seconded by Council Member Tyminski, to adopt the agenda as presented. The motion passed unanimously 5/0.

3. APPROVAL of the Town Council Minutes

- A. *A motion was made by Council Member Tyminski, seconded by Council Member Walsh, to approve the minutes of the Regular Meeting held on January 14, 2025. The motion passed unanimously 5/0.*

4. COMMUNICATIONS AND PRESENTATIONS – None

Town Manager Carol Houck stated that the PFM Step #1 is included in the packet, step #2 will be presented on 2/25/2025.

5. REPORTS

- A. **Financial (Dawn Parks)**
Report received and filed.
- B. **Public Safety (Chief McLaughlin)**
Report received and filed.
- C. **Planning, Zoning and Development (Ken Cimino)**
Report received and filed.
- D. **Town Manager (Carol Houck)**
Report received and filed.
- E. **Public Works**
Report received and filed.
- F. **MVFC Report (Mayor Reddington)**
Report received and filed.

6. CITIZEN'S PRIVILEGE ON AGENDA ITEMS – none

7. NEW BUSINESS -

A. Introduction of Ordinance(s) – none

B. Discussion, Consideration, and Possible Voting on Appointments for Board of Election.

A motion was made by Council Member Tyminski, seconded by Council Member Walsh, to approve William Goodwin, District 3, to complete the term of Marilynn Sheetz, term ending 2027. A motion was made by Council Member Cobb, seconded by Council Member Twardzik, to approve Melissa Tuttle for a three-year term, 2028. The motion was carried unanimously 5/0.

C. Discussion, Consideration, and Possible Voting on Council Recommendation s for the FY26 Budget.

Town Manager Carol Houck presented the Town Council with a proposed budget and series of FY26 Budget considerations and asked for direction on each of the items listed in the proposed budget. Some of the highlighted items included a two-cent tax increase, increased percentage for gross rental receipts, no dependence on transfer tax, cola increases of 3% for staff – the police department will also get across the board increases to remain competitive. There were also salary increases for Police Chief, Town Manager, Finance Director and Planning, Zoning & Development Director.

D. Discussion, Consideration, and Possible Voting on a Recommendation of a Debarment Policy to be included in the Policy Manual.

Finance Director Parks explained the reason behind this policy.

A motion was made by Council Member Walsh, seconded by Council Member Cobb, to approve the Debarment Policy. The motion was carried unanimously 5/0.

8. CITIZEN'S PRIVILEGE – none

9. EXECUTIVE SESSION - none

10. ADJOURNMENT

A motion was made by Council Member Twardzik, seconded by Council Member Tyminski, to adjourn the meeting at 3:39pm. The motion was carried unanimously 5/0.

Respectfully submitted,
Donna M. Schwartz, MMC, Town Clerk