

**BOROUGH OF WEST MIDDLETOWN
BUSINESS MEETING
SEPTEMBER 14, 2026**

Pledge of Allegiance

All meetings are voice recorded for administrative purposes.

Meeting called to order at 5:00 p.m. by Vice Chairman Kevin Andrews.

Roll Call:

Present: Vice Chairperson Kevin Andrews, Joseph Umphrey, Robert Johnson, Shantel Lesnock, Solicitor Dennis Makel and Secretary/Treasurer Andrea White present. Mayor Louis Muth and Council Member Fred Clark absent.

Public Comments:

- The Court of Common Pleas of Washington County, PA accepted the resignations of John C. Norman and Angela Norman from the Council of West Middletown Borough and Orders, Adjudges and Degrees that Shantel Marie Lesnock, Fred Clark and Robert Johnson shall be appointed to the vacancies on the Council of West Middletown Borough until the first Monday in January after the 2027 Municipal election, at which election an eligible person shall be elected for the unexpired term.

The West Middletown VFD let the Borough know that they will hold a Halloween Party again at the Fire Hall for the local kids. The Fire Department requests a donation.

Residents complained about speeding on Main Street. This is an ongoing problem.

A History Fair will be held at the Fire Hall on November 07th, 2026 for anyone interested.

- Council President and Vice President:

Motion to appoint Kevin Andrews as the Borough's Council President.

Motion: Joseph Umphrey, 2nd Shantel Lesnock

Vote: All present in favor

Motion to appoint Robert Johnson as the Borough's Council Vice President

Motion: Kevin Andrews, 2nd Shantel Lesnock

Vote: All present in favor

Minutes:

Motion to accept the minutes of August 10, 2026, Council's regular monthly business meetings.

Motion: Kevin Andrews, 2nd Joseph Umphrey

Vote: All present in favor

Engineer Report:

- DCNR Grant #BRC-SC-30-216.P1 Park Rehabilitation and Accessibility Project (\$97,500.00)
LSA Contract # C000083461 (\$67,600.00)
The Borough is waiting to receive funds to pay contractors.
- DCED Grant Project #83461 Contract # C000083461 Park Paving Project (Total Grant \$100,000).
The Borough is in the process of getting this grant closed out.
- Redevelopment Authority Community Development Block Grant Main Street Reconstruction
Handicapped Accessibility Sidewalk Improvements
- DCEAD LSA: Statewide grant Park Sidewalk Connection Project, Contract C000097110 (Grant
Total \$86,836). This is the project on College Street.
Grant of Easements have been sent out to property owners to sign.
- Flooding and Drainage Issues around 30 West Main Street – Grant Opportunities
- West Middletown Park Utility Service Upgrade – American 250 / American Spirit Grant Program –
West Middletown Borough Park Recreation Enhancement Project
The Borough is waiting to receive funds to pay contractors.
- County and State LSA Grant opportunities
The Borough would like to apply for a new Borough Building.

Code Enforcement:

- 52 East Main Street – Property Maintenance
A notice was sent certified and noncertified to the property owner. We received a letter from the
property owner's attorney. A reinspection is scheduled for the property. Violations remain.
Citation packet sent to the solicitor. Citation packet sent to the magistrate. Awaiting plea. The
hearing was scheduled for October 21, 2026.
- 56 East Main Street – Property Maintenance
A notice was sent certified and noncertified to the property owner. We received a letter from the
property owner's attorney. A reinspection is scheduled for the property. Violations remain.
Citation packet sent to the solicitor. Citation packet sent to the magistrate. Awaiting plea. The
hearing was scheduled for October 21, 2026.
- 38 East Main Street – Property Maintenance
A notice was sent certified and noncertified to the property owner. We received a letter from the
property owner's attorney. A reinspection is scheduled for the property. Violations remain.
Citation packet sent to the solicitor. Citation packet sent to the magistrate. Awaiting plea. The
hearing was scheduled for October 21, 2026.

- 12 East Main Street – Violations / Demo
A hearing that was scheduled for Tuesday, September 29, 2026, has been rescheduled to Wednesday, October 21, 2026, at 9:30 a.m.
- 83 East Main Street – RACW Demolition
The demolition is under contract with R. McCutcheon Excavating. A September start and completion date is anticipated.
- 19 Main Street – A letter was sent in July regarding the grass.
- General Violation Letters sent during the month
- Discussion and Motion to reaffirm the sending of violation letters.
No letters sent this past month, no motion needed.

Road Report:

No Report

Financial Report: File for review by Auditors

- Financial Reports – Council review and will file for review by the Auditors
- Bank Reconciliations: Council review and initial off
- Time Sheets – Council review and initial off
- Bills: Council review of bill lists as presented
Motion to pay the bills to be found true and correct.
Motion: Kevin Andrews, 2nd Shantel Lesnock
Vote: All present in favor
- Check Signing – Currently the Secretary/Treasurer and Kevin Andrews are authorized to sign checks.
- Discussion and Motion regarding another Council Member being authorized to sign checks.
Motion to authorize Joseph Umphrey to sign checks.
Motion: Kevin Andrews, 2nd Robert Johnson
Vote: All present in favor

Solicitors' Report:

- Easements – Status
No update. Still trying to get some of the property owners to sign the easements.
- Property Violations – Status

Correspondence Review and Discussion:

- The County is updating its 2021 Hazard Mitigation Plan. The County asks for the Borough cooperation in providing information.
Kevin Andrews has attended a couple of the meetings and is working with the County to complete the surveys.

Old Business:

- Park Signs
Signs will be ordered.

New Business:

- Borough Website:
Motion to authorize Kim Andrews to have access to the Borough's website to make updates and posts.
Motion: Kevin Andrews, 2nd Shantel Lesnock
Vote: All present in favor
- Borough Meeting Location
Motion to hold the Borough Meetings at the West Middletown Volunteer Fire Department on the same scheduled days for the remainder of 2026 and to advertise the same.
Motion: Kevin Andrews, 2nd Shantel Lesnock
Vote: All present in favor
- The next Borough Meeting will be held on Monday, October 19, 2026, at 5:00 p.m.
- Discussion and Motion if there is a need to amend the agenda to discuss items not on the current agenda.
Motion to amend the agenda to discuss the Halloween Party Donation.
Motion: Kevin Andrews, 2nd Joseph Umphrey
Vote: All present in favor
- **Motion** to give \$200.00 to the West Middletown VFD for the Halloween Party.
Motion: Kevin Andrews, 2nd Joseph Umphrey
Vote: All present in favor

Adjournment:

Motion to adjourn the meeting at 5:30 p.m.
Motion: Kevin Andrews, 2nd Joseph Umphrey
Vote: All present in favor

Respectfully Submitted,



Andrea L. White
Secretary/Treasurer

Seal



Kevin Andrews, Council President