



Valencia Borough Pennsylvania

Council Meeting Minutes – September 8, 2025

The meeting was called to order at 6:30 PM with the Pledge of Allegiance at the Valencia Borough Municipal building at 61 Almira Street, Valencia PA 16059.

In Attendance			
President Shanon McKenna	X	Mayor Lori Trosky	X
Vice President Josh Zimmerman	X	Treasurer Michael Rudolph	X
Councilman Roger Grey	X	Secretary Shannon McCall	X

Monthly Standing Business

- A. Changes to Agenda - No changes
- B. Motion to approve meeting minutes from 8-25-25
Motion: Grey Seconded: Zimmerman
- C. Motion to approve expenses in the amount of \$6,966.39
Motion: Grey Seconded: Zimmerman
- D. Motion to approve payroll in the amount of \$431.67
Motion: Grey Seconded: Zimmerman

Visitors and Public Comment (Limited to 5 Minutes)

No visitors

Department Reports

- 1. Mayor Update - See 'Old Business' item(s) #4 and #5
- 2. Parks and Recreation Update - Tabled
- 3. Planning Commission Update - No update

New Business

- 1. 2026 Budget discussion was had regarding the logistics for completion and submission.
- 2. Act 205 Report discussion was had regarding deadline and completion.

3. MS4 Report discussion was had regarding confirmation from Rich Craft the filing deadline will be met.
4. Unemployment Q3 Reporting discussion was had regarding access, completion and deadlines.

Motion for Secretary, Shannon McCall and Treasurer, Michael Rudolph to gain access to Unemployment Compensation Management System website

Motion: Grey

Seconded: Zimmerman

5. Municipal Statistics Reporting discussion was had regarding access, completion and deadlines.

Motion for Secretary, Shannon McCall and Treasurer, Michael Rudolph to gain access to MunStats.

Motion: Grey

Seconded: Zimmerman

6. The need for increased internet speed at the Municipal Building was had, as well as Upgrading Office 365 for Secretary Shannon McCall.

Motion for purchase of upgraded Office 365 package for Secretary, Shannon McCall

Motion: Grey

Seconded: Zimmerman

7. Discuss upcoming borough property insurance invoice and possibility of switching providers from EMC with property cost of \$1,523 and liability cost of \$3,553 to PIRMA with property cost of \$1,199 and liability cost of \$3,533 for budgeting and an increase in liability coverage.

Motion to cancel EMC property and liability coverage effective 11/15/2025

Motion: Grey

Seconded: Zimmerman

Motion to enroll in PIRMA property and liability coverage effective 10/15/2025

Motion: Grey

Seconded: Zimmerman

Old Business

1. Zoning ordinance incentive fee discussion was had regarding the application of fees to future development within the Borough. Councilman Zimmerman to discuss with solicitor.
2. Butler County Tax Commission Committee (BCTCC) update —There is an increase to Berkheimer for collection fees, so the BCTCC is investigating alternative bids for tax collection. The BCTCC has two meetings per year where a representative can attend.

Motion to appoint Michael Rudolph as representative called to a vote of 2 to 1 in favor

Motion: Zimmerman

Seconded: McKenna

Motion to appoint Roger Grey as alternate representative called to a vote unanimous in favor

Motion: Zimmerman

Seconded: McKenna

3. Butler Street inspection by Olsen and Craft update – The Aiken Bond is set to expire in January 2026.

Motion to schedule completion of an inspection by Olsen and Craft

Motion: Grey

Seconded: McKenna

4. Mars Library Board update – Mayor Lori Trosky volunteered to be the Borough representative and will complete the necessary paperwork.
5. Valencia traffic update – No updates.
6. CD reinvestment update – No updates.
7. Police contract renewal update – Efforts are being made by Council to reduce Police Contract costs within the Borough including moving from Adams Township Police to State Police as 2026 budget projections show that the current cost is unsustainable
8. LGA update – The Financial Health Assessment was completed on August 6th. No further discussion will be held on this topic.
9. PURTA and state filings update – No updates.
10. Liquid fuels revenue update – The Department of Revenue requests a clearing certificate showing payment of 2024 Q2-Q4 employer tax withholdings.

Motion to provide Treasurer, Michael Rudolph access to resolve and make payment

Motion: Grey

Seconded: Zimmerman

11. Road maintenance update – There was a PA1Call for Dodds Ave with rapid response. Scott Foreman of MESA will complete a road grading and walkthrough.
12. Bookkeeper update – The Borough's 2024 financials are being finalized for submission to the auditor.
13. DCED help with police contract update – A request has been made and is pending.
14. DCED help with administrative and secretarial training update – LGA DCED liaison Tricia Lavendar has begun working with Council members.

Correspondence

1. Letter received verifying Public Official Bond of Treasurer Michael Rudolph.
2. Letter sent to Butler BOE regarding Council changes for upcoming election ballot.

Executive Session

No session was held

Next Meeting

Council meeting on 9/22/25 at 6:30PM at the Valencia Borough Municipal Building at 61 Almira Street, Valencia, PA 16059

Adjourn Meeting: 7:50 PM

Motion: Grey

Seconded: Zimmerman

<http://ValenciaBoro.org>