

**BOROUGH OF GROVE CITY COUNCIL
WORK SESSION/REGULAR MEETING
October 20, 2025, at 6:00PM**

CALL TO ORDER WORK SESSION MEETING by Council President, Mary K. Mattocks at 6:03PM

MEETING ATTENDANCE / ROLL CALL

X if present	Council Member Name	X if present	Council Member Name	X if present	Other Name
X	Mattocks, Mary Kay	X	Bonner, Timothy (Solicitor)	X	Oakes, Vance (Boro Manager)
X	Morley, Shawn	X	DiStasi, Vincent	X	Pokrant, Taylor (Asst. Man)
X	Eakin, Patrick	X	Riddle, Randy (Mayor)	Absent	Goncz, Dan (Engineer)
X	Henry, James	X	Bigley, Joel (Vice-Pres)		
X	Hodge, Jeffrey	X	Zimmerman, William		
X	Hoffman, Jared	Absent	Moeller, Elsea (Jr. Council)		
X	Jaillet, Scott				

DISCUSSION REGARDING THE RK MELLON FOUNDATION GRANT PROGRESS WITH ALTAIR CONSULTING

- Ms. Amy Murdock, Altair Consulting, and Mr. Brian Powell, Grove City College were present and reported on the grant progress. Ms. Murdock updated Borough Council that the planning process should be finished by the end of the year, following a public open house. Ms. Murdock detailed that it appears that the focus of the final plan will be creating a cultural hub within the downtown area.

ADJOURNMENT

- There being no further business, the meeting was adjourned at 6:57PM.

CALL TO ORDER REGULAR MEETING by Council President, Mary K. Mattocks at 7:05PM

PLEDGE OF ALLEGIANCE

PRAYER: was offered by **Mr. Vince DiStasi**

MEETING ATTENDANCE / ROLL CALL

X if present	Council Member Name	X if present	Council Member Name	X if present	Other Name
X	Mattocks, Mary Kay	X	Bonner, Timothy (Solicitor)	X	Oakes, Vance (Boro Manager)
X	Morley, Shawn	X	DiStasi, Vincent	X	Pokrant, Taylor (Asst. Man)
X	Eakin, Patrick	X	Riddle, Randy (Mayor)	Absent	Goncz, Dan (Engineer)
X	Henry, James	X	Bigley, Joel (Vice-Pres)		
X	Hodge, Jeffrey	X	Zimmerman, William		
X	Hoffman, Jared	X	Moeller, Elsea (Jr. Council)		
X	Jaillet, Scott				

REQUEST FOR CITIZENS TO BE HEARD

- Mr. William Caldwell, 208 Franklin Place, thanked the Borough for taking care of a traffic hazard that he reported at the last meeting.

COUNCIL MEMBER REQUEST TO ADD ITEMS TO THE AGENDA

- None

APPROVAL OF 'BILLS PAID' REPORT

- **Mr. Jared Hoffman moved to approve the ‘Bills Paid’ report. Mr. Pat Eakin seconded the motion and it carried unanimously.**

APPROVAL OF ‘BILLS-TO-BE-PAID’ REPORT

- **Mr. Vince DiStasi moved to approve the ‘Bills to be Paid’ report. Mr. William Zimmerman seconded the motion and it carried unanimously.**

CONSIDER YMCA RACP GRANT REIMBURSEMENT PAYMENT

- Mr. Oakes explained that the Borough served as the applicant for the YMCA’s RACP grant that renovated the Highland School building. Mr. Oakes explained that the Borough has received the reimbursement funds and will need to pay the YMCA. The Borough has received \$975,000 of the \$1,000,000 grant, with the remainder released upon completion of the required audit. Mr. Adam Cook, CEO Grove City YMCA, was present and thanked the Borough for their partnership on this project.
- **Mr. Jeff Hodge moved to approve reimbursement payment to the YMCA. Mr. William Zimmerman seconded the motion and it carried unanimously.**

APPROVAL OF MINUTES FROM THE PARKS AND RECREATION/REGULAR MEETING ON SEPTEMBER 15, 2025, FINANCE COMMITTEE MEETING ON SEPTEMBER 22, 2025, POLICE AND FIRE COMMITTEE MEETING ON SEPTEMBER 24, 2025 AND WORK SESSION MEETING ON OCTOBER 8, 2025.

- **Mr. Jared Hoffman moved to approve the minutes. Mr. William Zimmerman seconded the motion and it carried unanimously.**

GROVE CITY LIBRARY REPORT

- Mr. Scott Amon and Ms. Carla Ligo were present. Mr. Amon detailed that the Library recently had a spaghetti dinner and raised approximately \$1,400. Ms. Ligo detailed that the former President of the Friends of the Library organization has been charged with theft and detailed that the Friends of the Library are a separate organization from the Library and have been disbanded. Mr. Bigley questioned the Library’s internal financial controls. Ms. Ligo detailed that the Library requires two check signers and that the director is not one of the signers.
- Solicitor Bonner questioned if the Friends of the Library file separate tax returns. Ms. Ligo stated that they do not and have been using the same EIN, which was part of the reason for disbanding them.
- Mr. Bigley questioned if the Library has been drawing on its reserves to cover operating expenses. Ms. Ligo stated that they have not been since 2023.
- Solicitor Bonner questioned if the Friends of the Library has a separate board, Mr. Amon confirmed that they do.
- Mr. Oakes questioned the future financial viability of the Library. Mr. Amon stated that they are not out of the woods, with a lot hinging on their donor letter that will be sent out soon.
- Solicitor Bonner asked if the Library has been updated on the pending case of Ms. Amy Gallagher. Mr. Amon stated that the case is set for November 17th.
- Mr. Hoffman asked if the Library Board was still planning on meeting with Borough Council. Mr. Amon stated that they would be more than willing to meet and that he will work with Mr. Pokrant to find a date. Solicitor Bonner asked if the Library would provide some financials ahead of time to review. Mr. Amon asked that he be provided with a list and that he would get the documents to them.

CONSIDER EVENT REQUEST: MERCER COUNTY FOOD DISTRIBUTION ON 10/31/25 AT MEMORIAL PARK FROM 1-3PM

- **Mr. Pat Eakin moved to approve the event request. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

CONSIDER EVENT REQUEST: GRATEFUL GALLOP 5K TO BE HELD ON 11/27/25 FROM 9AM-12PM ON GREENWOOD DRIVE AND AT HUNTER FARM PARK

- **Mr. Jared Hoffman moved to approve the event request contingent upon receipt of insurance and payment of the \$100 fee to close Greenwood Drive. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

CONSIDER EVENT REQUEST: GROVE CITY DOWNTOWN EVENTS COMMITTEE LIGHT UP NIGHT EVENT TO BE HELD ON 12/5/25

- **Mr. Pat Eakin moved to approve the event request. Mr. Jeff Hodge seconded the motion and it carried unanimously.**

CONSIDER REVISED EVENT REQUEST: RELAY FOR LIFE TO BE HELD ON 9/19/26 AT MEMORIAL PARK FROM 4-9PM

- **Mr. William Zimmerman moved to approve the event request. Mr. Shawn Morley seconded the motion and it carried unanimously.**

CONSIDER REVISED EVENT REQUEST: GROVE CITY LIBRARY USED BOOK SALE TO BE HELD ON 9/12/26 FROM 9AM-4PM

- **Mr. Scott Jaillet moved to approve the event request. Mr. William Zimmerman seconded the motion and it carried unanimously.**

CONSIDER SUPERIOR AMBULANCE PAYMENT UNDER 2025 CONTRACT

- Mr. Oakes detailed that Superior Ambulance has satisfied the report requests that the Borough has made and that it appears that Superior is properly crediting residents with the discount under the agreement. Mr. Oakes recommended that the full year payment be made.
- **Mr. Jared Hoffman moved to approve payment. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

CONSIDER GROVE CITY AIRPORT LEASE RENEWAL ADVERTISEMENT

- Mr. Oakes reported that Mr. Michael Baun, Grove City Aviation, attended a recent work session meeting and detailed the current growth at the airport and his plans to build a new hangar. Mr. Oakes recommended that the lease be renewed for an additional term due to the investment being made by Grove City Aviation. Mr. Oakes stated that he spoke with Solicitor Bonner and that this renewal would have to be advertised.
- **Mr. William Zimmerman moved to approve the advertisement. Mr. Pat Eakin seconded the motion and it carried unanimously.**

CONSIDER MAKER CONSTRUCTION PAY REQUEST FOR THE EDGEWOOD AVE ADA PROJECT

- Mr. Oakes detailed that the Borough Engineer is still working on verifying in-place quantities and asked that it be made contingent upon his approval. Mr. Oakes recommended approval with this contingency.
- **Mr. Pat Eakin moved to approve the payment contingent upon the Borough Engineer's approval. Mr. Vince DiStasi seconded the motion and it carried unanimously.**

CONSIDER 5 YEAR LEASE RENEWAL WITH THE GROVE CITY GIRLS FAST PITCH SOFTBALL LEAGUE

- Mr. Oakes detailed that Borough Council met with the League and detailed that they are asking for a longer lease due to their application for grant funding. Solicitor Bonner mentioned that this length of a lease has not been common for the Borough, as they are typically year to year.
- **Mr. Jeff Hodge moved to approve the lease renewal. Mr. Scott Jaillet seconded the motion and it carried unanimously.**

CONSIDER SHIELDS PAVING PAY REQUEST

- Mr. Oakes reported that the Borough was satisfied with the paving work that had been completed and recommended payment of the pay request.

- **Mr. Scott Jaillet moved to approve the pay request. Mr. Shawn Morley seconded the motion and it carried unanimously.**

CONSIDER RIGHT ELECTRIC PAY REQUEST FOR THE BLACK RUN LIFT STATION PROJECT

- Mr. Oakes reported that work is coming to an end at the lift station and that start-up should be within the next few weeks. Mr. Oakes recommended approval of the pay request.
- **Mr. Pat Eakin moved to approve the pay request. Mr. Jim Henry seconded the motion and it carried unanimously.**

CONSIDER RESOLUTION 2025-14 APPOINTING OFFICIALS TO LIAISON WITH BERKHEIMER FOR THE ADMINISTRATION OF LOCAL TAXES

- Mr. Oakes requested that Borough Council update the list with Berkheimer to reflect the hiring of Ms. Shalaine Spencer as the Finance Director. Furthermore, Mr. Oakes detailed that the resolution has been edited to reflect positions in the Borough, instead of specific people to avoid having to make a change when personnel changes.
- **Mr. William Zimmerman moved to approve 2025-14. Mr. Jared Hoffman seconded the motion and it carried unanimously.**

CONSIDER MUNICIBID ONLINE AUCTION RESULTS

- Mr. Oakes recommended approval of the auction results.
- **Mr. Vince DiStasi moved to approve the auction results. Mr. Joel Bigley seconded the motion and it carried unanimously.**

CONSIDER EVENT REQUEST: GRACE ANGLICAN CHURCH HILLCREST BLOCK PARTY TO BE HELD ON 10/25/25 FROM 6-9PM

- **Mr. Jared Hoffman moved to approve the event request. Mr. Pat Eakin seconded the motion and it carried unanimously.**

DISCUSS GROVE CITY CHRISTIAN ACADEMY REQUEST FOR ZONING AMENDMENT

- Mr. Pokrant reported that the Christian Academy has requested that the Industrial Zoning District be modified by amendment to allow educational uses, due to their desire to purchase 107 Grant Street and use it for these purposes. Mr. Pokrant explained that 107 Grant Street is located within the Industrial District. Mr. Kirk Albrecht, Grove City Christian Academy, stated that they continue to grow and that this would allow them to meet demand. Ms. Mattocks referred the matter to a Council Work Session.

ENGINEER'S REPORT, PRESENTED BY MR. VANCE OAKES

- Mr. Oakes presented the report. Mr. Oakes stated that the water treatment plant is fully online and that the contractor is currently waiting for the additional filtration unit before additional work can be completed for phase two of the project. Mr. Oakes recommended approval of the following pay requests:
 - Consider Payment Request by McCurley Houston Electric No. 2 in the amount of \$27,351.08
 - Consider Payment Request by GFT in the amount of \$951.00 for General Observation
 - Consider H2O Grant Drawdown Number 4 in the amount of \$18,869
 - Consider Payment Request by GFT in the amount of \$8,365 for East Main Street Waterline Replacement Design
 - Consider Payment Request by GFT in the amount of \$808.60 for NPDES Permit Renewal Engineering Services
- **Mr. Joel Bigley moved to approve the pay requests. Mr. William Zimmerman seconded the motion and it carried unanimously.**

BOROUGH MANAGER'S REPORT PRESENTED BY VANCE OAKES

- Mr. Oakes shared a thank you note from the Historical Society in regard to the landscaping and parking lot work at the Borough Office. Mr. Oakes detailed that the work at the Borough Office is nearly complete with only a few items left.
- Mr. Oakes reminded Borough Council that there will be a budget meeting on Wednesday night at 7PM.
- Mr. Oakes reported that the Borough has been approved to make a full application for the ARC grant program, which would include undergrounding work in Filer alley. Mr. Oakes reported that he is working on the full application and that this project would be approximately 1.3 million, with the grant covering 50% of it.
- Mr. Oakes reported that he expects to hear from Chivers Construction Company soon regarding a schedule for the Ward 4 Stormwater project as the notice to proceed was issued last month.
- Mr. Oakes shared that at the PMEA conference there was a session that explained PJM and the rising capacity costs and that he would share the recording.
- Mr. Oakes detailed that over the past month Police Officers have been involved in two car accidents, one involved hitting a deer and one was an accident with another vehicle. Mr. Oakes detailed that both are being repaired.
- Mr. Oakes thanked All Good Things for a \$2,250 donation that was made to the Grove City Police Department. Mr. Hoffman reported that a similar donation had been made by All Good Things to the Fire Department and he thanked them as well.
- Mr. Oakes reminded Council that Trick or Treat would be held on 10/25 from 4-6PM.

JR. COUNCIL REPORT PRESENTED BY JUNIOR COUNCILPERSON, BY ELSEA MOELLER

- Ms. Moeller reported that she assisted Mayor Riddle with the Third Grade Field Trip and enjoyed teaching students about local government.
- Ms. Moeller detailed that the fall play at the High School is scheduled to take place next month with shows on 11/13 and 11/15.
- Ms. Moeller announced that three Grove City High School Students recently participated in the KDKA Quiz Show and have advanced to the next round of the competition.
- Ms. Moeller reported that the Elegant Eagles powderpuff football game on October 16th raised over three thousand dollars to support breast cancer research.

MAYORS REPORT PRESENTED BY MAYOR RANDY RIDDLE

- Mayor Riddle shared that over the last month he attended the following events:
 - 9/17- COG meeting
 - 9/18- Conference call with PSAB
 - 9/25-MCBA dinner meeting
 - 9/26 and 10/10- Filming with Triscari for a PSAB video to highlight his time as President
 - 10/2-10/5- PSAB Fall Conference
 - 10/6, 10/8, 10/9 – Third Grade Field Trip at Borough Office
- Mayor Riddle reported that he has the following events upcoming:
 - 10/21-Meet and Greet with Foreign Exchange Students at the Grove City Historical Society
 - 10/29- Junior Achievement Day training
 - 11/5- Junior Achievement Day
 - 11/8- Veterans Day Parade
- Mayor Riddle reported that he did not perform any weddings in the third quarter of 2025.
- Mayor Riddle shared that Chief Allias reported that both homecoming parades and the Octoberfest event went well. Chief Allias also shared that the Grove City Police Department response to the swatting incident at GCC was excellent and that the Police Department is reviewing what can be improved in the future, should an emergency arise.

OTHER BUSINESS

- Ms. Mattocks thanked the Grove City Fire Department for their attendance at last week's high school football game.
- Mr. Joel Bigley commented that the Police Department did a nice job at the recent protest in Memorial Park.
- Ms. Mattocks thanked Ms. Heather Blanchard for her work on the Octoberfest event.
- Mr. Jared Hoffman detailed that Pine Township has passed the volunteer tax rebate program that the Borough passed earlier this year. Mr. Hoffman further detailed that he plans to attend a meeting with Springfield Township next month to discuss their adoption of the program.

NEWS MEDIA

- Council was available for questions.

ADJOURNMENT

There being no further business to come before Council, the meeting was adjourned at 8:34PM.

Respectfully,

Taylor G. Pokrant, Assistant Borough Manager