

**MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING MINUTES  
January 2, 2024**

The meeting was held at the Tri-Community Ambulance Building, 11 Main Street, and was called to order at 5:05 p.m. by Mayor Douglas Wagner, followed by the pledge to the flag.

**ADMINISTRATION OF OATH OF OFFICE**

Mayor Wagner administered the oath of office to the newly elected council persons, as follows:

- Deb Ferree (4-year term)
- Greg Kinard (4-year term)
- Gary Landis (4-year term)
- Mark McWilliams (4-year term)

**PUBLIC COMMENT**

- None

**ELECTION OF OFFICERS**

- **PRESIDENT** – Motion by Bonas, seconded by Ferree, to nominate Z. Stiles as President. Z. Stiles stated that he would accept the position with the understanding that he will not be able to attend meetings that interfere with his children’s sporting events. There were no objections. Motion by W. Stiles, seconded by Greg K., to close nominations. Motion carried unanimously.
- **VICE PRESIDENT** - Motion by Ferree, seconded by Bonas, to nominate W. Stiles as Vice President. W. Stiles asked Ferree if she would be interested in serving as Vice President; she declined. W. Stiles then stated that he would accept the position with the understanding that there are two (2) work related meetings that could cause a conflict with his attendance at the council meeting. There were no objections. Motion Z. Stiles, seconded by Ferree, to close nominations. Motion carried unanimously.
- **PRESIDENT PRO TEM** – Motion by Kinard, seconded by Ferree, to nominate Landis as President Pro Tem. Motion by Kinard, seconded by Ferree, to close nominations. Motion carried unanimously.

At this point President Stiles assumed leadership of the meeting.

**COUNCIL MEMBERS PRESENT**

Zachary W. Stiles - President  
William Stiles, II – Vice President  
Gary Landis – President Pro Tem  
Gregory Bonas  
Deborah J. Ferree  
Greg Kinard  
Mark McWilliams

**ALSO IN ATTENDANCE**

Douglas J. Wagner – Mayor  
Cheryl D. Bahn – Secretary  
Todd A. Zeigler – Treasurer & Asst. Secretary  
Makannah Stiles – Jr. Councilperson

**ABSENT**

D. Michael Craley – Solicitor  
Samantha Craley, Assistant Solicitor

**MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING MINUTES  
January 2, 2024**

Number of Visitors in Attendance – 2

**COMMITTEE APPOINTMENTS**

President Stiles appointed the following to serve on the following committees:

- Building Committee: W. Stiles, Bonas, Wagner.
- Finance Committee: Kinard, W. Stiles, Z. Stiles.
- Ordinance Committee: Ferree, Landis, Z. Stiles.
- Street Committee: Kinard, McWilliams, Z. Stiles.

**RESOLUTIONS**

A motion was made by Councilman Kinard to approve the following Resolutions:

- Resolution No. 01-2024: Appointment of Cheryl Bahn as Secretary. A motion was made by Ferree, seconded by Kinard, and unanimously carried, to approve this resolution.
- Resolution No. 02-2024: Appointment of Todd A. Zeigler as Assistant Secretary & Treasurer. A motion was made by Ferree, seconded by W. Stiles, and unanimously carried, to approve this resolution.
- Resolution No. 03-2024: Appointment of Independent Auditor. A motion was made by W. Stiles, seconded by Ferree, and unanimously carried, to approve this resolution.
- Resolution No. 04-2024: Appointment and reaffirmation of Planning Commission members. A motion was made by W. Stiles, seconded by Ferree, and unanimously carried, to approve this resolution.
- Resolution No. 05-2024: Appointment and reaffirmation of Zoning Hearing Board members. A motion was made by W. Stiles, seconded by Kinard, and unanimously carried, to approve this resolution.
- Resolution No. 06-2024: Appointment of various Borough representatives. A motion was made by Landis, seconded by Bonas, and unanimously carried, to approve this resolution.
- Resolution No. 07-2024: Appointing Financial Institutions for conducting Borough business. A motion was made by W. Stiles, seconded by Ferree, and unanimously carried, to approve this resolution.
- Resolution No. 08-2024: Setting of wages & compensation. A motion was made by Landis, seconded by Kinard, and unanimously carried, to approve this resolution.
- Resolution No. 09-2024: Setting of the 2022 fee schedule. A motion was made by Kinard, seconded by Ferree, and unanimously carried, to approve this resolution.

**COUNCIL COMMENTS**

- Ferree commented that she thinks Zeigler is doing a good job as Borough Secretary, but she thinks the added duties of also serving as zoning/codes officer is overwhelming, and that she believes Council should consider finding a zoning/codes officer to relieve Zeigler of that responsibility.
- Ferree requested that the seats of Bonas and herself be moved from the end of the table to be alongside the rest of the Council. Currently, Bahn, M. Craley, and S. Craley, are seated between Zeigler and Bonas/Ferree.

**MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING MINUTES  
January 2, 2024**

**PUBLIC COMMENT**

- **Brandon Brenneman**, 81 Main Street, inquired as to the specific content of Resolution No. 6-2024. Zeigler read the Borough positions listed in the resolution, including Solicitor, Engineer, Sewage Enforcement Officer, Building Code Official, Zoning/Codes Officer, etc.

**ADJOURNMENT**

- The meeting was adjourned at 5:21 p.m. by President Stiles. The next regular Council meeting will be held on Thursday, January 4, 2024, at 7:00 p.m.

Respectfully submitted,

Todd A. Zeigler  
Assistant Secretary