

**MINUTES OF A REORGANIZATION MEETING OF MCDONALD BOROUGH
COUNCIL
HELD ON JANUARY 5, 2026**

The members of the McDonald Borough Council met in regular session for the purpose of reorganizing, electing officers and conducting any other business that came before them.

Mayor David Cooper called the meeting to order at 7:00 p.m. Members answering roll call were Adriane Ware, Amber Wasko, Kirk Inskipt, Michael Bish, Jodi Robertson, and Tom Rockwell. Member Tom McQuillan was unavoidably absent. Others in attendance were Kim Lauff, Scott Ware, Bill Ciaffoni, Maura Boggs, Bill Felton, Brian Boggs, Chief Tim Motte, Solicitor Joe Carna and Borough Manager Marie Maximovich.

Re-elected and newly elected Council members Jodi Robertson, Mike Bish, Adriane Ware and Tax Collector Marie Maximovich were given the oath of office by Mayor Cooper.

Everyone joined the Council in the Pledge of Allegiance.

ELECTION OF OFFICERS: Mayor Cooper stated that the first order of business was to elect a president and vice president. He asked for nominations for the office of Council President. Mike Bish nominated Tom Rockwell for the office of Council President. No other nominations for Council President were made and Mayor Cooper asked for the nominations to be closed. A roll call vote was made.

Adriane Ware-Yes
Amber Wasko – Yes
Kirk Inskipt – Yes
Mike Bish – Yes
Jodi Robertson - Yes

Tom Rockwell is the new Council President.

Mayor Cooper asked for nominations for the office of Vice President of Council. Tom Rockwell nominated Mike Bish. Mayor Cooper asked that the nominations be closed. All voted yes to the nomination of Mike Bish being the Vice President of Vice Council.

Tom Rockwell took his seat as Council President.

Tom Rockwell asked for nominations for the position of President Pro-Tem. Mike Bish nominated Kirk Inskipt. All voted yes for the nomination of Kirk Inskipt being the President Pro-Tem.

VISITORS/PUBLIC COMMENT ON AGENDA ITEMS ONLY (COMMENTS LIMITED TO THREE (3) MINUTES:

Kim Lauff stated that the project on 6th street is starting soon.

Bill Felton gave the fire department report for December.

The visitor section was closed.

Tom Rockwell stated that all Borough appointed officials need to be reappointed.

Tom Rockwell stated that a motion to appoint the following committees needs to be made.

The current committees and members are as follows:

Zoning Hearing Board-Mark Sember, Chair, Scott Ware and Patrick Powell.

McDonald Sewage Authority, Ed Walker, Chair, Ryan Kirby, Albert Maximovich, David Boyd, Bernard Boocks and Kim Lauff, Manager

Civil Service Commission-Casey McVicker-6 years.

Planning Commission – John Bracall, Chairman, Morris DeVos, Judy Werner.

Parks and Recreation Board-Kim Lauff, Chairman, Amber Wasko, Debbie Cardillo, Jodi Robertson, David Cooper, Marilyn Gilbert and Reagan Miller. Jodi Robertson stated that Maura Boggs and Adriane Ware need to be added to the list as well.

Motion by Mike Bish seconded by Amber Wasko and carried unanimously to appoint the five above committee boards and their members for 2026.

Tom Rockwell asked for a motion to appoint Borough Solicitor Tucker, Arnserburg.
Motion by Amber Wasko seconded by Kirk Inskipt and carried unanimously to re appoint Tucker, Arnserburg as the Borough Solicitor.

Tom Rockwell asked for a motion to appoint Borough Engineer Redcon Engineering as the Borough Engineer. Motion by Mike Bish seconded by Jodi Robertson and carried unanimously to appoint Redcon Engineer as the Borough engineer.

Tom Rockwell asked for a motion to appoint Borough Auditor Guthrie, Belczyk as the Borough auditor. Motion by Kirk Inskipt, seconded by Amber Wasko and carried unanimously to appoint Guthrie, Belczyk as the Borough auditor.

Tom Rockwell stated that the Building Inspector, Code Enforcement officer and Zoning Officer need to be appointed. Tom Rockwell stated that United Code Consultants is the current company. Discussion held regarding this matter. Motion by Amber Wasko seconded by Mike Bish and carried unanimously to hire Harshman CE Group as the new Code Enforcement officer, Zoning Officer and Building Inspector.

Tom Rockwell stated that currently Brad Wyke is the emergency management officer. Motion by Jodi Robertson seconded by Amber Wasko and carried unanimously to reappoint Brad Wyke as the emergency manager officer.

Tom Rockwell asked for a motion to reappoint Marie Maximovich as the current Borough Manager. Motion by Mike Bish seconded by Amber Wasko and carried unanimously to reappoint Marie Maximovich as the Borough Manager.

Tom Rockwell asked for a motion to reappoint Tim Motte as the Police Chief for McDonald Borough. Motion by Mike Bish seconded by Amber Wasko and carried unanimously to reappoint Tim Motte as the Police Chief.

Tom Rockwell asked for a motion to reappoint Marie Maximovich as the Secretary Treasurer. Motion by Amber Wasko seconded by Jodi Robertson and carried unanimously to reappoint Marie Maximovich as the Secretary – Treasurer for the Borough of McDonald.

MINUTES: Tom Rockwell stated that two sets of meeting minutes need to be approved.

The minutes of December 1, 2025, regular meeting of Council were presented for approval. Motion by Mike Bish seconded by Jodi Robertson and carried unanimously to accept the minutes of December 1, 2025.

The minutes of December 18, 2025, special meeting of Council were presented for approval. Motion by Jodi Robertson seconded by Kirk Inskipt and carried unanimously to accept the special meeting minutes of December 18, 2025.

COMMITTEE REPORTS

Tom Rockwell stated that all the committee chairs are the same for this evening and that he is working on new committee reports.

PUBLIC SAFETY/CODE ENFORCEMENT:

Mike Bish stated that Midway Borough has now sent two letters to McDonald Borough regarding their contract status. Mike Bish stated that Midway Borough is cancelling their police services effective 4-1-26. The Manager read the current contract to the members of Council. Mayor Cooper is asking Council to table this matter until he can discuss this with Midway Borough.

MAYOR: David Cooper gave the Mayors Report for December. Mayor Cooper stated that he would like to go back to doing the police department calls report.

STREETS: Kirk Inskipt stated that a letter was received from PennDOT that Arabella Street bridge needs to be closed further from curb to curb. Tom Rockwell stated that he will reach out to the bridge inspectors about the timeline of this matter.

Kirk Inskipt asked for an executive session to discuss a personnel matter. Kirk Inskipt stated that a suggestion has been made to make North Street one way from Home Street up to the red light. Discussion held regarding this matter.

PARKS AND RECREATION: Amber Wasko stated that the restrooms and stage construction is moving forward.

Ms. Wasko stated that the easter egg hunt is scheduled for April 4, 2026.

Ms. Wasko stated that in the next few weeks the Manager is going to send the field packets out to the teams for scheduling.

FINANCE:

Jodi Robertson stated that council received their financial report. Motion by Jodi Robertson seconded by Mike Bish and carried unanimously to approve the financial report for December.

Jodi Robertson gave the profit and loss report for December. Motion by Jodi Robertson seconded by Mike Bish and carried unanimously to approve the profit and loss report for December.

Motion by Jodi Robertson seconded by Amber Wasko and carried unanimously to reopen the 2026 Budget. Tom Rockwell stated that meetings to sign new bank documents and budget meetings will have to be scheduled when they hear that the new loan documents are ready.

Tom Rockwell stated that dollar bank has approved the two loans for McDonald Borough in the amount of \$175,000 and \$325,000.

BILLS: The bills were presented for payment. Motion by Jodi Robertson seconded by Amber Wasko and carried unanimously to approve payment of the bills as presented. The bills were as follows:

GENERAL FUND: CHECKS THROUGH	TOTAL
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LIQUID FUELS: CHECKS THROUGH	TOTAL
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GENERAL FUND EFT:	TOTAL
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ADMINISTRATION, PERSONNEL: Tom Rockwell passed out the new chair committees for the Borough council and read each description aloud to each Council member.

COMMUNITY DEVELOPMENT/COMMUNICATIONS: No report.

UNFINISHED BUSINESS: No report.

NEW BUSINESS: No report.

VISITORS/PUBLIC COMMENT ON NON-AGENDA ITEMS ONLY (COMMENTS LIMITED TO THREE (3) MINUTES:

Maura Boggs asked about and stated her concerns about the placement of the restrooms. Mayor Cooper will speak to her about this.

The Chair called for an executive session at 7:47 p.m.

The meeting reconvened at 9:15 p.m.

Motion by Amber Wasko seconded by Mike Bish to amend the agenda. Motion by Mike Bish seconded by Amber Wasko and carried unanimously to authorize the Manager to borrow funds from an LSA account to make the next payroll.

Tom Rockwell told Marie Maximovich that it was discussed during the executive session that she was asked to step out of, that things within the Borough stay private and not to be discussed with any employees and that all employees are to see their respective supervisors regarding matters that the Manager cannot help them with.

The meeting adjourned at 9:20 p.m. Motion by Amber Wasko and carried.

Thomas Rockwell, Council President

Marie Maximovich, Borough Manager
Secretary-Treasurer

