

REGULAR MEETING OF PALMERTON BOROUGH COUNCIL

HELD IN BOROUGH HALL COUNCIL CHAMBERS

THURSDAY, JANUARY 5, 2026, AT 7:00 P.M.

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Terry Costenbader, Council President, called the duly advertised meeting to order at 7:00 p.m., with the following members present:

Terry L. Costenbader  
Kris W. Hoffner  
Richard Nothstein  
Holly F. Hausman Sell  
Andrew Hollywood  
William Gallagher

Jenny Y.C. Cheng, Solicitor  
Timothy Kromer, Police Chief  
Autumn Canfield, Manager/Secretary  
Kimberly A. Rodrigues, Recording Secretary

VISITORS

Brenda Szukics, 525 Franklin Avenue; D.A., 112 Lehigh Avenue; Gina and Ayva Rodrigues and Kamryn Fenon, 523 Franklin Avenue; David, Christine and Delina Rodrigues, 1200 Circle Drive; Darris and Rose Rodrigues, 850 Dodson Street, Fountain Hill; Raquel Lutton, 790 Lafayette Avenue; Doyle and Kellie Heffley; Marion Hoffner, 456 Edgemont Avenue; Jonathan Siller, 1033 Fourth Street; Toby Berkman, Hannah Adamson and Aaron Price, EPA.

PLEDGE OF ALLEGIANCE

SWEARING IN OF ELECTED OFFICIALS

Magisterial District Judge William Kissner performed the swearing-in for William Gallagher, Timothy Gursky Jr., Kris Hoffner, Raquel Lutton, Richard Nothstein and John Rodrigues. All election certificates and residency affidavits have been received and are on file with the Borough Secretary.

ELECTION OF OFFICERS

1. Autumn Canfield opened the floor for nominations for the office of Council President. On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Terry Costenbader was appointed Council President.
2. Autumn Canfield opened the floor for nominations for the office of Council Vice-President. On motion by Holly Sell, second by Richard Nothstein and voice vote, Kris Hoffner was appointed Council Vice-President.
3. Autumn Canfield opened the floor for nominations for the Office of Chairman Pro Tem. On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Holly Sell was appointed Chairman Pro Tem.

HEARING OF VISITORS

None.

APPOINTMENT OF BOROUGH OFFICERS

On motion by Terry Costenbader, second by Richard Nothstein and voice vote, Council appointed the following positions for the year 2026:

- Manager, Secretary, Treasurer, Streets Commissioner – Autumn Canfield
- Assistant Secretary – Kimberly Rodrigues
- Solicitor – Jenny Y.C. Cheng, Esquire
- Labor Attorney – Elliot Greenleaf and Dean
- General Engineer – Keystone Consulting Engineers
- Sewer Engineer – Entech Engineering
- Water Engineer – Keystone Consulting Engineers
- Zoning and Building Code Officer – Duane Dellecker
- Code Enforcement Agent – Carolee Boyer
- Sewer Enforcement Officer – Keystone Consulting Engineers
- Health Officer – Duane Dellecker
- Open Records Officer – Kim Rodrigues

AUTHORIZATION OF SIGNATURES ON BOROUGH ACCOUNTS

On motion by Richard Nothstein, second by Kris Hoffner and voice vote, Council authorized Terry Costenbader, Kris Hoffner, Holly Sell, Autumn Canfield and Kimberly Rodrigues to sign checks and withdrawals on the borough checking and investment accounts; with two signatures required on each check or withdrawal (one member of Council, one member of administration).

AUTHORIZATION FOR SIGNATURES OF UNIFORMED PENSION FUND

On motion by Terry Costenbader, second by Kris Hoffner, and voice vote, Council authorized Terry Costenbader to sign transactions for the Uniformed Pension Fund.

PAYMENT OF INVOICES

On motion by Terry Costenbader, second by Holly Sell and voice vote, Council authorized payment of invoices prior to Council meeting, contingent on Council receiving a complete report of checks written, along with outstanding invoices, for review and approval at Council meeting.

SELECTION OF MEETING DATES

On motion by Richard Nothstein, second by Kris Hoffner and voice vote, Council set the 2026 meeting dates as follows:

- |                 |             |                  |                |
|-----------------|-------------|------------------|----------------|
| January 8, 22   | April 9, 23 | July 9, 23       | October 8, 22  |
| February 12, 26 | May 14, 28  | August 13, 27    | November 5, 9  |
| March 12, 26    | June 11, 25 | September 10, 24 | December 3, 17 |

APPOINTMENTS TO BOARDS AND COMMISSIONS

On motion by Richard Nothstein, second by Holly Sell and voice vote, Council approved the following individuals to positions on borough boards and commissions:

- Civil Service Commission – Josann Harry (6 years)
- Zoning Hearing Board (alternate) – Joseph Slovick (1 year)
- Zoning Hearing Board – Andrew Jordan (3 years)
- Shade Tree Commission – Donald Heiney (3 years)
- Municipal Authority – Jonathan Siller (5 years)
- Planning Commission – William Gallagher (4 years)
- Planning Commission – Christopher Kegel (4 years)
- UCC Board of Appeals – Michael Tirpak (alternate - 5 years)
- Council Vacancy Board – Christopher Olivia (1 year)
- Library Board Representative - Jack Woginrich (1 year)
- Emergency Management Coordinator – Kyle Behler (1 year)
- Representative to Carbon County Tax Collection Committee – Autumn Canfield (1 year)
- Representative to Carbon County Council of Governments – Kris Hoffner (1 year)
- Representative to Carbon County Council of Governments (alternate) – Autumn Canfield (1 year)

OTHER BUSINESS

On motion by Terry Costenbader, second by Richard Nothstein and voice vote, Council approved a revised salary schedule for 2026.

ADJOURNMENT

On motion by Richard Nothstein, second by Holly Sell and voice vote, Council adjourned the meeting at 7:12 p.m.

Respectfully submitted,

Kimberly A. Rodrigues  
Recording Secretary

Autumn Canfield  
Manager/Secretary