

WARRIOR RUN BOROUGH

496 Front Street

Warrior Run, Pennsylvania 18706

Phone: (570) 823-3301 | Fax: (570) 235-6911

Email: wrboro@ptd.net

Council Meeting Minutes

January 12, 2026

Notice: This meeting will be electronically recorded.

Meeting Called to Order

Pledge of Allegiance

Roll Call

Executive Session

Approval / Minutes of Previous Meeting

Approval/ Minutes of Special Meeting

Approval / Treasurer Report from Previous Month

Communications

Public Comment on Tonight's Agenda

Council Seat Vacancy

Old Business

New Business

Attorney Aregood Report

Police Report

Mayor's Report

Public Comment

Final Comment

Adjournment

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Roll Call	Present	Not Present
Council Members:		
John Quinn, President	<u> X </u>	_____
Larry Carbohn, Vice-President	<u> X </u>	_____
Matt Pilch	<u> X </u>	_____
Rick Kratz	<u> X </u>	_____
Other Attendees:		
Solicitor, Attorney Patrick Aregood	<u> X </u>	_____
Mayor, Tom Shypulefski	<u> X </u>	_____
Secretary, Donna Tudgay	<u> X </u>	_____

Executive Session

with Attorney James D Greco, from Marshall Dennehey, P.C.

THE EXECUTIVE SESSION WAS NOT HELD

A motion to approve December 8, 2025, Council Meeting Minutes.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
L. Carbohn	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

A motion to approve December 18, 2025, Special Council Meeting Minutes.

1st motion made by: LC

2nd motion made by: RK

	Yes	No	Abstain
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
L. Carbohn	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

A motion to approve the Treasurer's report from December 1, 2025, through December 31, 2025.

1st motion made by: RK

2nd motion made by: MP

	Yes	No	Abstain
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
L. Carbohn	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

Communications

On 12/18/2025, Warrior Run Borough received an email communication from the Commonwealth Financing Authority (CFA) regarding the LSA Statewide Program. Warrior Run Borough was awarded a grant, in the amount of \$408,000.00, for the Front Street Improvements/Paving Project. The Borough is waiting for follow-up communication from CFA regarding the next steps in the process.

Public Comment on Tonight’s Agenda - None

Council Seat Vacancy

Mayor Shypulefski requested a motion to fill the vacant Council seat.

1st motion made by: RK 2nd motion made by: LC

One application was received by resident Jeff Gordon.

Mayor Shypulefski requested a motion to appoint Mr. Jeff Gordon as Councilman to fill the vacant Council seat.

1 st motion made by: <u> MP </u>	2 nd motion made by: <u> RK </u>		
	Yes	No	Abstain
R. Kratz	<u> X </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X Motion failed

Swearing in of Newly Appointed Council Person, Jeff Gordon, by Mayor Tom Shypulefski.

After swearing in of newly appointed Council Person, the Mayor turned the meeting over to the President of Council.

Old Business

Jim Davis, from DGK Insurance, was scheduled to attend tonight’s Council Meeting. Council requested Mr. Davis attend a future council meeting, prior to the 2027 insurance package renewal. Per Mr. Davis, the application process starts 120 days ahead of the current expiration date. The secretary will contact Mr. Davis after tonight’s meeting to request his attendance at the August 10, 2026, council meeting.

1. A motion to ratify payment, in the amount of \$7,698.00 to DGK Insurance, for the 2026 general liability/excess coverage insurance premium by Astra Insurance for the Warrior Run Borough, to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

2. A motion to ratify approve payment, in the amount of \$735.00 to Encova Insurance, for 2026 workman compensation insurance premium for Warrior Run Borough, to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: RK

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

New Business

1. A motion to ratify payment, in the amount of \$250.00 to DGK Insurance, for the 2026 bond insurance premium for the Warrior Run Borough Secretary, to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

2. A motion to ratify payment, in the amount of \$230.10 to Times Leader newspaper, for an advertisement in December 2025 (2026 Warrior Run Borough Council Meeting Schedule and 12182025 Special Meeting Notice for Warrior Run Borough Council/Final Reading-Budget Adoption), to be paid from the General Fund.

1st motion made by: MP

2nd motion made by: LC

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

3. A motion to ratify payment, in the amount of \$230.80 to Citizens Voice Newspaper, for an advertisement in December 2025 (2026 Warrior Run Borough Council Meeting Schedule and 12182025 Special Meeting Notice for Warrior Run Borough Council/Final Reading-Budget Adoption), to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

4. A motion to ratify payment, in the amount of \$430.00 to Pumping Solutions of Wilkes-Barre, for an auto selector switch assembly for #2 pump and additional maintenance performed at the Hanover Street Pump Station in the month of December 2025, to be paid from the Sewer Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u> </u>	<u> </u>	<u>X</u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

5. A motion is needed to ratify payment, in the amount of \$924.00 to Wyoming Valley Sanitary Authority (WVSA), for Warrior Run Borough O & M 2025 3rd quarter billing, to be paid from the Sewer Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

6. A motion to authorize and direct the Council President and Borough Secretary to execute and deliver the second certification and request payment, to PennEastern Engineers on behalf of the municipality to RLE Enterprises, for approved project costs in the amount of \$26,888.87. The payment will be made from the General Fund, upon receipt of the check (and deposit) from the Luzerne County Community Development Project (re: Warrior Run Borough 2025 Community Development Program, Chestnut Street Road and Storm Sewer Improvements Project/Phase II).

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

7. A motion to ratify payment to R.J. Walker Co. in the amount of \$4,195.56, for replacement of the boiler and water heater for the Borough Building in December 2025, to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: RK

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u> </u>	<u> </u>	<u>X</u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

8. A motion to ratify payment in the amount of \$2,060.00, to be paid to Roto-Rooter for routine maintenance completed in November 2025, to be paid from the Sewer Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

9. A motion to ratify payment in the amount of \$2,860.00, to be paid to Green Mountain Excavating and bulk hauling for road deicer material, to be paid from the General Fund.

1st motion made by: RK

2nd motion made by: LC

	Yes	No	Abstain
L. Carbohn	<u> X </u>	<u> _____ </u>	<u> _____ </u>
R. Kratz	<u> X </u>	<u> _____ </u>	<u> _____ </u>
M. Pilch	<u> X </u>	<u> _____ </u>	<u> _____ </u>
J. Gordon	<u> X </u>	<u> _____ </u>	<u> _____ </u>
J. Quinn	<u> X </u>	<u> _____ </u>	<u> _____ </u>

Motion passed X

Motion failed _____

10. Motions to approve payment of the following recurring expenditures, per the 2026 Warrior Run Borough Approved Budget, for calendar year 2026.

10a. Warrior Run Borough Tax Collector office (bond insurance, internet service, bill printing, ink, paper, postage) to be paid from the General Fund.

1st motion made by: JG

2nd motion made by: LC

	Yes	No	Abstain
L. Carbohn	<u> X </u>	<u> _____ </u>	<u> _____ </u>
R. Kratz	<u> X </u>	<u> _____ </u>	<u> _____ </u>
M. Pilch	<u> X </u>	<u> _____ </u>	<u> _____ </u>
J. Gordon	<u> X </u>	<u> _____ </u>	<u> _____ </u>
J. Quinn	<u> X </u>	<u> _____ </u>	<u> _____ </u>

Motion passed X

Motion failed _____

10b. Warrior Run Borough Administration Office/Building (general office expenditures, internet/telephone/security/heat/sewage/water services,) to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: RK

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

10c. Warrior Run Borough General Services (police, fire, playground and memorial maintenance) to be paid from the General Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

10d. Warrior Run Borough General Services (refuse collection) to be paid from the Refuse Fund.

1st motion made by: LC

2nd motion made by: JG

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

10e. Warrior Run Borough General Services (streetlights) to be paid from the Highway Aid Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u>X</u>	<u> </u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

10f. Warrior Run Borough Street Department, up to \$300.00/week as needed, for general maintenance expenses (gas, equipment belts, hoses, etc), to be paid from the General Fund.

1st motion made by: MP 2nd motion made by: JG

	Yes	No	Abstain
L. Carbohn	<u> </u>	<u> </u>	<u> X </u>
R. Kratz	<u> </u>	<u> X </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Gordon	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> </u>	<u> </u>	<u> X </u>

Motion passed X

Motion failed

10g. Warrior Run Borough Street Department, up to \$1500.00 as needed, for emergency repairs, to be paid from the General Fund.

1st motion made by: MP 2nd motion made by: LC

	Yes	No	Abstain
L. Carbohn	<u> </u>	<u> </u>	<u> X </u>
R. Kratz	<u> </u>	<u> X </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Gordon	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

10h. Pumping Solutions of Wilkes-Barre, PA, for maintenance of the Warrior Run Borough / Hanover Street Pump Station, in the amount of \$605.00/month for maintenance and up to an additional \$1000.00 as needed, for emergency work repairs, to be paid from the Sewer Fund.

1st motion made by: LC

2nd motion made by: MP

	Yes	No	Abstain
L. Carbohn	<u>X</u>	<u> </u>	<u> </u>
R. Kratz	<u> </u>	<u>X</u>	<u> </u>
M. Pilch	<u>X</u>	<u> </u>	<u> </u>
J. Gordon	<u>X</u>	<u> </u>	<u> </u>
J. Quinn	<u>X</u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

Attorney Aregood Report

The attorney for the Wootton case was scheduled to be at tonight’s meeting; Attorney Aregood reached out to him and is awaiting a response. The meeting will be rescheduled for the next council meeting.

Attorney Aregood stated he was presented with a copy of a check in the amount \$64,473.29, associated with a transfer of the property located at 1055 Hanover LLC, for deposit into Borough’s general funds. The check was accompanied by paperwork which states Warrior Run Borough has 33.2874 % operation of this property; the check received is Warrior Run Borough’s share of the local realty tax distribution associated with the transfer. It is a one-time (non-recurring) payment.

Police Report - Month of December 2025 - Report on file

Mayor Report

Congratulations to our new council member, Jeff Gordon. I am looking forward to working with you and our existing council to continue with our positive forward progress. It has been proven that when we work together, positive results prevail.

Officially Warrior Run Borough was the recipient of a 2024 LSA grant amounting to \$408,000 to complete the Front Street Project. This was a team effort and congratulations to all involved. Many thanks to Donna Tudgay, Greg Gulick, Paul Pasonick, Ed Krasavage, Theresa Shypulefski, John Quinn, & Larry Carbohn. Appreciation to State Senator Lisa Baker and State representative Alec Ryncavage for their great support. This was a team effort and positive results prevailed.

Many thanks to Teddy Linkiewicz, Larry Carbohn, and John Quinn for their combined effort during a rough December month. The weather was very unpredictable and unpleasant around the holidays. They handled the conditions commendably. I received several compliments about our team. Thank you.

A motion to accept Attorney Aregood's Report, Police Report, and Mayor's Report.

1st motion made by: LC

2nd motion made by: RK

	Yes	No	Abstain
L. Carbohn	<u>X</u>	_____	_____
R. Kratz	<u>X</u>	_____	_____
M. Pilch	<u>X</u>	_____	_____
J. Gordon	<u>X</u>	_____	_____
J. Quinn	<u>X</u>	_____	_____

Motion passed X

Motion failed _____

Final Comment

As of 01/10/2026, a total of \$13,950.00 has been collected for the 2026 Refuse Fee (45 units/approximately 17%).

- Letters were sent to Warrior Run Borough property owners/residents, the first week of December 2025, as a reminder of the refuse fee for the 2026 calendar year is \$310.00; payment is due, in full, by March 31, 2026. The letter is posted on the Borough website <https://wrboro.org/> (Home page/Garbage-Refuse) with additional information regarding payment instructions and late fees for payments made after March 31, 2026.

Councilman Kratz was inquiring on the weekly maintenance and emergency repair motions for the street department and pump station. Who decides if something is an emergency; all members of council should be involved in the decision making. If you are stating for the street department \$300/week (\$15,600 year) and emergency repairs at \$1500.00/week (\$78,000 year) and the pump station at \$1000.00/month (\$12,000 year), you are looking at a total of \$105,600 without Council's approval or consideration. Councilman Carbohn questioned Councilman Kratz's information. The Solicitor clarified you can't have a meeting of council every time an emergency occurs, you would be violating the Sunshine Act. In addition, any bill would have to be presented for ratification; Councilman Kratz interjected stating yes, but the bill is already paid. Councilman Carbohn called for a point of order, stating the motion was made, seconded and voted on; the motion was passed-it is done and over. The motion was presented and voted on as a precautionary measure. Councilman Kratz reiterated all members of council need to be involved. Councilman Carbohn stated if there is something big, all council is contacted. Further discussion ensued between Council President and Councilman Kratz/Carbohn.

Councilman Gordon inquired when the Front Street paving project will be started. Council President explained there are number of things which take place in the process before the actual project begins, earliest expectation is possibly mid-summer.

Public Comment

Resident C. Brelefski inquired about the status of paving on upper Beaumont Street. The road is not in good shape; drivers are jockeying around because of the road condition(s).

CR: Warrior Run Borough is waiting for approval of the grant submission paperwork (anticipated timeframe is May 2026). There have been delays with grant awards due to the state budget not being passed timely (this year was passed 5 months past the due date). Grant awards for 2024 were not completed until the end of December 2025; grant awards for 2025 are not expected to be known until Spring 2026.

Resident C. Brelefski stated he is familiar with the grant processes (was a former councilman). The resident reiterated the road really needs to be addressed; how long does the road have to be dangerous before it gets fixed. Couldn't a pave/cut be done in the bad area (not the entire road be done) as a temporary solution until the grant process is completed.

Resident C. Brelefski stated a similar issue exists on Chestnut Street, where cars are driving into the oncoming traffic lane to avoid hitting big holes. Council President stated Chestnut Street is nearly completed (waiting for the weather so contractors can complete the necessary paving on this road).

Resident S. Levandoski inquired about the amount of money awarded for the Front Street Improvement/Paving Project (will there be enough to do the entire street, how deep with the extra traffic on the road).

CR: The amount of money awarded was determined via the grant paperwork submitted by the engineer group; it is anticipated the entire street will be milled, paved and some sewer drainage will be addressed.

Resident S. Levandoski also inquired about an attachment for the skid steer that does small milling projects (Luzerne County has them). Councilman Carbohn stated this type of attachment can be rented (why purchase if it will be used minimally). The Borough has done this in the past (rental attachments are available for the excavator too).

Motion to adjourn

1st motion made by: RK

2nd motion made by: LC

	Yes	No	Abstain
L. Carbohn	<u> X </u>	<u> </u>	<u> </u>
R. Kratz	<u> X </u>	<u> </u>	<u> </u>
M. Pilch	<u> X </u>	<u> </u>	<u> </u>
J. Gordon	<u> X </u>	<u> </u>	<u> </u>
J. Quinn	<u> X </u>	<u> </u>	<u> </u>

Motion passed X

Motion failed

Donna Tudgay, Secretary
Submitted: 01/12/2026