

Regular Monthly Council Meeting

Crawford Center Building, Council Room, 511 Hill Street, Emlenton, PA 16373

November 3rd 2025 6 pm

Present: T. Hile , T .Kriebel, B. Louise, A. Whitehill. D Bell, L. McNany, T .Quaill, Mayor J. Lentz
Maintenance T. Cooper, Chief T. Young M. Sloat Solicitor

Absent:

Excused : C. Wilson

Visitors: Tim Northime, , Susan King, Deb Sobina, Tim Russell, Michael Goughler, Abby from ORA,
Eric Cook

T .Hile called the meeting to order at 6:00 PM.

Everyone stands for the pledge.

Susan King from Civic Club , Susan thanked the police for all their help during Halloween Parade .
Light up Night will be Saturday 11-29 5-8 PM Santa will be Tom Cooper. This is also small business day.

Tim Russell Pickleball court in the gym , floor will be sealed the week of November 24th.

Deb Sobina- Remedial Investigation report goes out this month for Fuch's demolition.

Abby- from ORA Pumping Jack Musuem.

Eric Cook Director of Venango County Historical Society.

Tim Northime IGA

Michael Goughler wants the curb cut for a chair lift. T .Kriebel and T. Cooper will check this.

Executive Session Called 6:29 PM-Ends 7:15 PM

A.Whitehill made the motion to accept October Minutes L. McNany, second the motion all in favor
motion will stand.

A.Whitehill, made the motion to accept October receipts, L. McNany, second, the motion all in favor
motion will stand.

T.Quaill made the motion to accept November Expenditures; D. Bell, second, the motion all in favor.
Motion will stand.

Police Department: T. Young Report attached.

Parker paid \$700 for ½ month for police services, November they will begin full amount of \$1,400.

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Chief Young is looking to hire another part time person.

Maintenance Department: T. Cooper

Splash Park has been winterized.

Nets need to be removed from Pickleball courts. T. Cooper will remove them.

Borough Garage roof is leaking and in bad condition. T. Quail made the motion to use money that was budgeted for EMA coordinator of \$12,000.00 D .Bell second the motion all in favor motion will stand.

Tim Quail made a motion to accept estimates for work/limestone for Walnut Street Ext & First Street D. Bell second the motion all in favor motion will stand.

35 loads of leaves this month.

Old Business:

Where the fire extinguishers at daycare ? Tabled till December 2nd meeting.

Richland Township roads that the Borough maintains- 2 emails sent to Richland Township no response.

D .Bell made a motion to approve the QR code prices T. Quail seconded the motion all in favor motion will stand.

New Business:

T.Quail, made a motion to approve and advertise the 2026 Budget. L. McNany second the motion all in favor motion will stand.

From The Secretary Desk:

Land Bank:

612 Kerr Ave waiting for an Environmental review process . This is still on Landbank old business every month.

Crawford Center/ORL Liaison Report : Memorandum of understanding Between ORL the Borough and

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Venango County Historical Society was approved .

Park, Rec and Town:

November 15th The Hometown Hero signs will be taken down and stored at the Crawford Center.

Amy Whitehill would like a flag and lighting at Memorial Park.

T. Hile will be going off council at the end of December 2025.

EVD is in the process of selling two trucks, 125 and #110. In January 2026 they are purchasing a 2021 truck for \$625.000 from Minnesota

8:15 PM D. Bell makes the motion adjourn T. Quail seconds the motion all in favor motion will stand.

Trevor Hile, Council President

Borough Secretary, Carol Wilson

September Balances**Restricted Account**

Project fund	\$21,361
Land bank	\$5,726
National night out	\$946.00
Pension	\$1,066.00
Insurance Claim	\$14,186.56
Deposit from taxes	\$22,000.00
Interest from CD	\$10,461
FUNDS Balance	\$78,892.38
Total Of EARMARK	\$44,286
Available Funds	\$35,599.59

Expenditures for November

Bill's Service Company	\$300.00
Penelec	\$2,827.28
ORA	\$400.00
Comcast	\$366.76
Heeter	\$36.40
Aqua	\$1,116.65
Columbia Gas	\$451.00
Home Depot	\$187.37
Credit Card	<u>\$565.87</u>
AT&T	\$150.92
Brightspeed	\$52.50
WEX Fleet	\$660.40
Total	\$7,115.15

General Funds	\$12,444.47
Liquid fuels	\$38,020.29
Hughes Park	\$430.34
Hughes Park Phase IV	\$43,822.24
General Funds Savings	\$17,500.00 Timber Money
' " "	\$69,500.00 Proceeds from Building Sale
	\$10,751.00 Vehicle fund
Total General Savings	\$97,878.75
PLGIT Account	\$504,807.22

9:39 AM

11/26/25

Emlenton Borough Deposit Detail October 2025

Type	Num	Date	Name	Account	Amount
Deposit		10/01/2025		01 · General Fund ...	56.57
			Keystone Collection...	310.22 · EIT-Earned...	-28.29
			Keystone Collection...	310.52 · LST Prior	-28.28
TOTAL					-56.57
Deposit		10/01/2025		01 · General Fund ...	10,000.00
			Restricted Account	392.01 · Transfer fro...	-10,000.00
TOTAL					-10,000.00
Deposit		10/01/2025		01 · General Fund ...	289.60
			Commonwealth Of ...	385.5 · Miscellance ...	-289.60
TOTAL					-289.60
Deposit		10/02/2025		106 · Restricted 6551	3,962.28
			PLGIT	341.03 · Interest fro...	-3,962.28
TOTAL					-3,962.28
Deposit		10/06/2025		01 · General Fund ...	923.19
			Keystone Collection...	310.22 · EIT-Earned...	-100.00
			Keystone Collection...	310.21 · EIT-Earned...	-200.00
			Keystone Collection...	310.50 · LST	-57.97
			Keystone Collection...	310.21 · EIT-Earned...	-565.22
TOTAL					-923.19
Deposit		10/08/2025		01 · General Fund ...	1,901.88
			Richland Township/...	410.102 · Richland ...	-1,000.00
			Cynthia Burns, Emle...	301.10 · Real Estate...	-901.88
TOTAL					-1,901.88
Deposit		10/13/2025		01 · General Fund ...	1,000.00
			Keystone Collection...	310.22 · EIT-Earned...	-100.00
			Keystone Collection...	310.21 · EIT-Earned...	-900.00
TOTAL					-1,000.00

9:39 AM
11/26/25

Emlenton Borough Deposit Detail October 2025

Type	Num	Date	Name	Account	Amount
Deposit		10/14/2025		01 · General Fund ...	1,291.39
			City of Parker	331.15 · City of Parker	-700.00
			Venango County Cle...	331.11 · Vehicle Co...	-35.50
			Venango County Ma...	331.10 · Court-Distri...	-289.09
			Venango County Re...	310.10 Real Estate ...	-266.80
TOTAL					-1,291.39
Deposit		10/20/2025		01 · General Fund ...	15,000.00
			Restricted Account	392.01 · Transfer fro...	-15,000.00
TOTAL					-15,000.00
Deposit		10/22/2025		01 · General Fund ...	700.00
			Keystone Collection...	310.21 · EIT-Earned...	-700.00
TOTAL					-700.00
Deposit		10/23/2025		106 · Restricted 6551	3,066.00
			General Municipal P...	355.05 · Municipal P...	-3,066.00
TOTAL					-3,066.00
Deposit		10/23/2025		01 · General Fund ...	20,000.00
			Restricted Account	492.02 · Transfer to ...	-20,000.00
TOTAL					-20,000.00
Deposit		10/27/2025		01 · General Fund ...	1,200.00
			Keystone Collection...	310.21 · EIT-Earned...	-1,200.00
TOTAL					-1,200.00
Deposit		10/29/2025		01 · General Fund ...	3,520.07
			Agency Assist Outs...	361.75 · Lien Letters	-25.00
			County of Venango	301.40 · Real Estate...	-3,495.07
TOTAL					-3,520.07
Deposit		10/31/2025		01 · General Fund ...	1,100.00
			Keystone Collection...	310.21 · EIT-Earned...	-1,100.00
TOTAL					-1,100.00

9:39 AM
11/26/25

Emlenton Borough
Deposit Detail
October 2025

Type	Num	Date	Name	Account	Amount
Deposit		10/31/2025		108 · General Fund...	6.65
				341.01 · interest	-6.65
TOTAL					-6.65
Deposit		10/31/2025		106 · Restricted 6551	6.79
				341.02 · Interest - R...	-6.79
TOTAL					-6.79

Richland Township

Three (3) traffic stops were conducted resulting in the issuance of three (3) warnings being issued.

Patrol miles on Charger: 91

Traffic has been light. Some speeding observations have been observed on 38 and near airport. OR ATV signs have been placed on authorized roads. There were no additional observations to note.

City of Parker

Roving patrols and monitoring traffic along Washington St. and North Riverview Dr. at the Parker Bridge. The heavy speeding has appeared to diminish due to increased patrol presence, and several traffic stops with warnings, particularly in the area of the Holy Sundae Shop.

There was a call for suspicious vehicle in the park late in the evening, nothing questionable upon investigation.

Six(6) traffic stops have been conducted resulting in six (6) written warnings being issued.

Patrol miles on Charger 131

Emlenton Police Officers participated in the Halloween festivities on Main Street, along with patrol services in the Borough for evening trick or treaters. We no incidents to report.

Chief Young will be looking for another part time Officer next month.

Nothing further to report at this time.

Emlenton Borough-Richland Township Police-City of Parker Report October 2025

Emlenton Borough



In the month of October we had four (4) calls for service.

1. CYS investigation case is still on going. It
2. 911 Hang up call on Hill Street. Phantom call.
3. 711 Kerr Street, still nothing from the Courts.
4. Reported unknown person(s) inside the hallways of the Apartments along River Avenue was reported. No crimes have occurred.

Borough Police had four Traffic stops with three (3) warnings given.

We are conducting regular patrols of the Borough and continuing to monitor traffic. Traffic flow has been normal to lower then previous month.

Patrol miles on Charger: 154

Ecks Dirt Work, Inc.

P.O. Box F
Emlenton, PA 16373
724.867.0749
724.372.4455

October 10, 2025

Borough of Emlenton

PROPOSAL: First Street Road Restoration

Scope of Work:

First Street B/T Main St. & Railroad Alley

Install 44 ton of 2A limestone (475 SY)
2" thick
Graded and Compacted

Estimated Cost: \$2820.00

Sincerely,

Frederick W. Hays
President

Ecks Dirt Work, Inc.

P.O. Box F
Emlenton, PA 16373
724.867.0749
724.372.4455

October 14, 2025

Borough of Emlenton

PROPOSAL: Walnut Street Extension - Restoration

Scope of Work:

Walnut St. B/T College St. and Dead End

Install 54 ton of 2A limestone (720 SY)
2" thick
Graded and Compacted

Estimated Cost: \$3220.00

Sincerely,

Frederick W. Hays
President



217 Elm St., Oil City, PA 16301-1412 / 814.677.3152 / OilRegion.org

Memorandum of Understanding (MOU) between

Oil Region Alliance of Business, Industry & Tourism (ORA)

And

The Borough of Emlenton

And

Venango County Historical Society

This Memorandum of Understanding is an agreement between the Oil Region Alliance of Business, Industry & Tourism (ORA) and the Borough of Emlenton and the Venango County Historical Society (VCHS).

I. PURPOSE AND SCOPE

The purpose of this MOU is to identify the roles and responsibilities of each party as they relate to the redesign of the Pumping Jack Museum space and the ORNHA Visitors Center both housed within the first floor of the Crawford Center. Henceforth, "ORNHA Visitors Center" shall refer to the hallway displays, brochure cabinet, and the neon sculptural piece of wall art representing the oil heritage of the Borough of Emlenton and the region. "Pumping Jack Museum" will refer to the room in which the museum displays are housed, the complete holdings of which, including the archive, are now under the ownership of the VCHS.

Specifically, this MOU is intended to:

- Establish a working relationship between ORA and the Borough of Emlenton and VCHS to provide professional services for the updated design of the ORNHA Visitors Center at the Crawford Center, as well as to provide professional services for the redesign of the Pumping Jack Museum to implement up-to-date, high quality museum exhibit displays. The redesign of the Pumping Jack Museum shall also focus on enhancing security measures, allowing for the room housing the Museum to be open to the public at all times that the building is open.



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- This agreement will remain in effect for the duration of the period that the ORNHA Visitors Center remains at the Crawford Center and for as long as VHCS maintains control of the Pumping Jack Museum holdings.
- This agreement may be revised by mutual agreement of the parties if the revision contains signatures of authorized agents of both parties.

II. BACKGROUND

The Borough of Emlenton is a borough located in the Commonwealth of Pennsylvania. The Borough of Emlenton offices are located at the Crawford Center, at 511 Hill Street, Emlenton, PA 16373. The Borough of Emlenton has an agreement with the Oil Region Alliance to serve as building manager of the Crawford Center. The Borough of Emlenton website states that the Borough is “a perfect blend of outdoor adventure and small-town charm.” The redesign of the ORNHA Visitors Center in the Crawford Center reflects a continuation of the strong partnership between the Oil Region Alliance and the Borough of Emlenton in promoting the heritage of the Borough and region via tourism, which in turn bolsters the economy of the Borough. Likewise, the redesign of the Pumping Jack Museum reflects a strong partnership between the Borough of Emlenton, ORA, and the Venango County Historical Society, reflecting the importance of making Venango County history available to the public throughout the county, and, specifically, showcasing the centrality of the history of Emlenton to the ORNHA story.

The Oil Region Alliance of Business, Industry and Tourism, a non-profit 501(c)3 organization was formed in 2005 with the consolidation of the former Oil Heritage Region Incorporated, Oil Heritage Region Tourism Promotion Agency, Oil City Economic Development Corporation, and the Venango Economic Development Corporation; see attached documentation. The ORA administers the Oil Region National Heritage Area and is the designated tourism agency for Venango County. The mission of the Oil Region Alliance is to manage the Oil Region National Heritage Area and increase the prosperity of the Oil Region by enticing all people to live, work, learn, and play in “the Valley that Changed the World” through preservation, education, natural recreational, residential, commercial, and industrial destinations.

The Venango County Historical Society is the historical society for all of Venango County, including the Borough of Emlenton. According to the organization’s website, VCHS “serve(s) the Venango County community by preserving the history important to all of us.”



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III. BOROUGH OF EMLENTON RESPONSIBILITIES UNDER THIS MOU

The Borough of Emlenton shall undertake the following activities:

- Own the property (the Crawford Center) in which the ORNHA Visitors Center and the room in which the Pumping Jack Museum displays are located.

IV. OIL REGION ALLIANCE OF BUSINESS, INDUSTRY, AND TOURISM RESPONSIBILITIES UNDER THIS MOU

ORA shall undertake the following activities:

- Provide professional services for the updated design of the ORNHA Visitors Center at the Crawford Center.
- Provide professional services for the redesign of the Pumping Jack Museum to implement up-to-date, high quality museum exhibits, with adequate security to allow for unmanned public display at all times the building is open.
- Provide professional services for the project management of the ORNHA Visitors Center and the Pumping Jack Museum Redesign through managing the bidding process and acceptance of winning bid to create the new Visitors Center and Pumping Jack Museum displays, and ensuring the completion of the project by coordinating with the designer/fabricator of the Emlenton Visitors Center and Pumping Jack Museum Redesign, and the Borough of Emlenton, and the Venango County Historical Society.
- Own and maintain the Emlenton Visitors Center and any new Pumping Jack Museum Display Materials. ORA will work in partnership with VCHS to maintain the exhibits in the Pumping Jack Museum.

V. VENANGO COUNTY HISTORICAL SOCIETY RESPONSIBILITIES UNDER THIS MOU

VCHS shall undertake the following activities:

- Make manuscripts, documents, books, photographs, and objects of the Pumping Jack Museum archive available to the display room in the Crawford Center.



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- Work in concert with the Heritage Staff of the Oil Region Alliance to create high-quality public displays in this updated with the most up-to-date museum curation standards for safety and security of the collection pieces.
- Collaborate with ORA Heritage Staff on the redesign of the public display room, and work with the contractors, who shall be under the direction of the ORA staff, to create an up-to-date, accessible museum-quality display of artifacts from the Pumping Jack Museum collection.

VI. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. Modifications to this agreement will be in writing and will not take effect unless signed by authorized parties of all organizations.
2. Termination of this agreement can be made by either party with a 60-day notice. All incomplete projects will become the responsibility of the Oil Region Alliance.

VII. FUNDING

The Emlenton Visitor's Center and Pumping Jack Museum redesign project is funded by DCNR (PA Department of Conservation and Natural Resources) 30-3, Venango County Hotel Tax, and NPS (National Park Service) 25.

EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of The Borough of Emlenton, VCHS, and ORA authorized officials. It shall be active from 11/3/2025 for 25 years. This agreement can be renewed by a written modification that is signed by authorized signatures.

The Borough of Emlenton, VCHS, and ORA indicate agreement with this MOU by their signatures.



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SIGNATURES AND DATES

Venango County Historical Society

Eric Cook, Executive Director

Date

The Borough of Emlenton

Timothy Kriebel, Council Vice-President

Date

Trevor Hile, Council President

Date

Oil Region Alliance of Business, Industry, and Tourism

John R. Phillips, II, President/CEO

Date