

**Borough of White Oak  
Meeting of Council  
March 16, 2026, 7:30 PM  
White Oak Borough Municipal Building**

**Agenda**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**MINUTES:** February 9, 2026, Special Meeting of Council  
February 9, 2026, Council Workshop Meeting  
February 16, 2026, Council Meeting

**EXECUTIVE SESSION:** Ms. Ashley Puchalski

**PUBLIC COMMENTS:** Under the Pennsylvania Sunshine Act, 65 Pa.C.S. § 710.1. Public participation: The Borough of White Oak will provide an opportunity for residents and taxpayers of the Borough to make public comments. Comments are limited to three (3) minutes.

**Mayor's Report:** Ms. Ina Marton

1. **Monthly Police Department Report for February**
- 2.

**President's Report:** Ms. Loree Scharritter

- 1.

**STANDING COMMITTEE REPORTS**

**Finance:** Mr. Charles Davis

1. **Treasurer's Report – February 2026** (Refer to the separate attachment)
2. **Motion approving the Check Register for the month of February, which includes Electronic Fund Transfers and General Fund Checks in the following ranges (52582 to 52683) totaling \$420,101.62.**
3. **Motion authorizing the following Interfund Transfers for the month of February.**

<b>From</b>	<b>To</b>	<b>Amount</b>
<b>Liquid Fuels</b>	<b>General Fund</b>	<b>19,631.17</b>
<b>Solid Waste</b>	<b>General Fund</b>	<b>74,580.00</b>
<b>Post Retirement</b>	<b>General Fund</b>	<b>9,415.88</b>
<b>Fire Fund RVFC</b>	<b>General Fund</b>	<b>175.00</b>
<b>Fire Fund WOVFC#1</b>	<b>General Fund</b>	<b>175.00</b>
<b>Total Transfers</b>		<b>\$ 103,977.05</b>

- 4.

**Health, Environment, Cable and Technology:** Ms. Janice Kortz

1. **Announcements:**
  - **Electronics and Household Hazardous Waste Collection Drop off program is Wednesday, April 22<sup>nd</sup> from 9 to 1 at the Borough Building. This is a pay as you go program.**
  - **White Oak Clean Up Day is scheduled for Saturday, April 25<sup>th</sup> from 10 to 1 at Heritage Hill Park.**
2. **Motion to approve a one-year contract extension at the same rates as 2024 for This N' That Maintenance for Lawn/Vegetation Services for Abandoned Properties and authorize the Borough Manager to execute an extension, pending the Solicitor's approval.**
3. **Motion to enter into an agreement with Savvy Citizen for an annual subscription in the amount of \$ 2,739.00 for their information accessibility application to better communicate with residents and authorize the Borough Manager to execute all necessary documents.**  
Open for discussion and consideration: A one-time marketing /set up fee of \$ 500.00 and/or an add-on Plugin component for an annual rate of \$ 360.00 which links Savvy Citizen posts directly to your webpage.
- 4.

**Parks and Recreation:** Ms. Amy Sotereanos

1. **Upcoming Events:**
  - **Easter Egg Hunt – Saturday, April 4<sup>th</sup> from 10 to 12 at Heritage Hill Park. Children will be divided into the following age groups and locations:**
    - **Ages 2 and under – (near the playground)**
    - **Ages 3-5 - (playground)**
    - **Ages 6-7 - (lower field)**
    - **Ages 8-10 - (upper field)****Please go to the proper tent when you arrive**
  - **Veteran's Memorial Project – Buy a Brick Campaign is still active. Please go to our website for more details and ordering instructions.**
2. **White Oak Senior Citizens Update:** Mr. George Pambacas
3. **White Oak Athletic Association Update:** Ms. Loree Scharritter

**Planning, Zoning and Codes:** Ms. Amanda DePaulis

1. **Present the monthly permit/violation report for February.** (Refer to the separate attachment)
2. **Motion to extend a conditional offer of hire to an intern candidate for an internship within the Code Enforcement Department for the summer of 2026 at a rate of \$15.00 per hour for a minimum of 400 to a maximum of 480 hours.** (This internship is in partnership with the Local Government Academy.)
- 3.

**Public Safety:** Mr. Brian Dinkfelt

1. **Motion to approve a Conditional Offer of Employment to Michael Shabe with a final ranking of #9 on the Civil Service Commission's Certified List as an Entry Level Police Officer for the White Oak Borough Police Department.**
2. **Motion to approve a one-year contract extension with Shiloh Service, Inc. for information technology services related to our police department computer system for the time period of April 2026 through March 2027 at a monthly rate of \$ 1,597.45 and authorize the Borough Manager to execute all necessary documents.**
- 3.

**Public Works and Grounds:** Mr. George Pambacas

1. **Present the monthly report for February. (Refer to the separate attachment)**
2. **Motion to accept the proposal from Control International in an amount of \$2,578.70 for the Licensing Fees, Mobile Duplexer, related equipment and installation for the Borough Radio System for the public works department.**
3. **Motion to accept the proposal from Shorkey Auto Group in an amount of \$144,792.30 under the COSTARS Joint Purchasing Program for two new 2026 F600 Truck Chassis and authorize the Borough Manager to sign all documents related to the purchase on behalf of the Borough.**
4. **Motion to accept the proposal from PA Municipal Inc.in an amount of \$129,936.00 under the COSTARS Joint Purchasing Program for outfitting of the two new 2026 F600 Chassis, which includes dump body and accessories, central hydraulic system, plow and spreader assemblies, and authorize the Borough Manager to sign all documents related to the purchase on behalf of the Borough.**

**Funds to pay for the purchase and outfitting of the two trucks are designated from the Liquid Fuels and Solid Waste Funds.**

5.

**Personnel:** Ms. Loree Scharritter

1.

### **TAX COLLECTORS' REPORTS**

1. **Motion to accept the Tax Collectors' Reports and pay the commissions and fees due for February 2026 (Refer to the separate attachment)**

**ENGINEER'S REPORT:** Ms. Amber Yon / Mr. Robert Roach

1. **Motion to accept the Engineer's Report**
2. **Motion to approve pay request #1 submitted by Guffey Construction in the amount of \$11,880.00 for the demolition of the structure located at 1139 California Avenue as recommended by the Borough Engineer and authorize the Borough Manager to execute the pay request on behalf of the Borough.**
- 3.

**SOLICITOR'S REPORT:** Ms. Ashley Puchalski

1. **Motion to accept the Solicitor's Report.**
- 2.

**RESOLUTIONS AND ORDINANCES:** Ms. Ashley Puchalski

**RESOLUTION #2026-13**

**To make refund of certain real property taxes to certain property owners as hereinafter listed by reason of official change order, gentrification, issued by the Allegheny County Board of Assessments, appeals and review as well as abatements or overpayments.**

**NEW BUSINESS:**

**OLD BUSINESS:**

**ANNOUNCEMENTS:** (Meetings will be held at the Borough Building and are open to the Public)

- **April 13, 2026, 6:45 PM – Council Workshop Meeting**
- **April 20, 2026, 6:45 PM – Council Workshop Meeting**
  - **7:30 PM – Council Meeting**

**ADJOURNMENT**