

**APPROVED**  
**Borough of Harrisville Pennsylvania Council Meeting Minutes**

**February 9, 2026**

**7:00 p.m.**

Borough Hall, 117 S. Main St., Harrisville, Pennsylvania

MEMBERS PRESENT:

Kathy Bray, Vice-President  
Dave Evans  
Mary Ann Hughes  
Carolyn Steglich, President Pro-Tem  
Gary Wray (by phone)

STAFF PRESENT:

Doug Cook, Borough Clerk

Council Vice-President Bray called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Vice-President Bray read the opening statement.

At time of Roll Call, members A. Anschutz, Blom, and Mayor Dan Anschutz were not present. Member Wray was present by phone.

Under Comments from the Public on Items on Agenda / Non-Agenda Items Juanita Joseph and Beverly Kennedy spoke.

**Agenda:**

MOTION: Evans  
SECOND: Steglich  
To approve the agenda as presented.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none  
MOTION CARRIED 5-0

**January 12, 2026 Meeting Minutes:**

MOTION: Evans  
SECOND: Steglich  
To approve the January 12, 2026 Minutes as presented.  
VOTE: Aye – Evans, Wray, Steglich, and Bray  
Nay – none  
Abstain – Hughes  
MOTION CARRIED 4-0-1

January 2026 bills (a copy of the January 2026 Transaction Report from McGill Power and Bell is attached to, and a part of, these Minutes):

MOTION: Evans  
SECOND: Steglich  
To approve the January 2026 bills as presented.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none  
MOTION CARRIED 5-0

GUESTS:

- Zac Sansom, EADS Group, presented the Engineer report dated 02.09.26, a copy of which is attached to, and a part of, these Minutes.

MAYOR'S REPORT, POLICE DEPARTMENT REPORT, and MAYOR COMMENTS:

- President Pro-Tem Steglich read the Mayor's report titled "February 2026 Monthly Council Meeting Mayor Report", a copy of which is attached to, and a part of, these Minutes.
- Ratify Declaration of Disaster Emergency:  
MOTION: Evans  
SECOND: Steglich  
To ratify the Declaration of Disaster Emergency authorized January 25, 2026 (copy of Declaration attached to, and a part of, these Minutes).  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0
- Officer-in-Charge Waclav presented the January 2026 Police Reports, copies of which are attached to, and a part of, these Minutes.

CLERK REPORTS AND CORRESPONDENCE:

- Jordan Tax Service report dated January 7th - \$8,568.67 received for delinquent sewer bills in December.
- Bauer/Stuchal plan review:  
MOTION: Evans  
SECOND: Hughes  
We are aware of the Plan (a copy of which is attached to, and a part of, these Minutes) and have no objections and recommend approval as submitted.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0

COUNCIL PRESIDENT'S REPORT:

- Bray read the Account balances, a copy of which is attached to, and a part of, these Minutes.
- Meeting Packet Delivery Preference Form – tabled to March meeting
- Auditors:  
MOTION: Evans  
SECOND: Steglich  
To appoint John Elmer and Laureen Lokash as Borough auditors.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0
- Withdraw from Pine-Harrisville Authority – Solicitor working on
- Bridge Loan signers:  
MOTION: Evans  
SECOND: Bray  
To appoint Kathy Bray and Carolyn Steglich as signers for the Bridge Loan.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0

- Move Borough accounts to First National Bank:  
MOTION: Evans  
SECOND: Steglich  
To move Borough accounts to First National Bank.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0
- Education account for training:  
MOTION: Evans  
SECOND: Hughes  
To set up an account for employees and Borough Council members to attend conferences of a recognized organization for training and education purposes.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0
- Code of Conduct – Council was requested/reminded to sign the Code of Conduct, a copy of which is attached to, and a part of, these Minutes.
- Rate of pay for Tax Collector – tabled
- Business cards for Tax Collector – tabled
- Cancellation of Special Meeting – it was noted the Special Meeting scheduled for January 16, 2026 was cancelled as Council vacancy was filled prior to the meeting date.

BOROUGH DEPARTMENTS and COMMITTEE REPORTS:

- A. Streets, Sanitation and Maintenance:
  - January Maintenance hours and Work Log – presented in packet, copies of which are attached to, and a part of, these Minutes.
  - Street sweeping  
MOTION: Steglich  
SECOND: Bray  
To approve up to \$1,136 to Penn Sweeping to sweep the Borough streets, to occur the second or third week of May.  
VOTE: Aye – Evans, Wray, Steglich, Bray, and Hughes  
Nay – none MOTION CARRIED 5-0
  - Purchase a sign regarding trash dumping at Borough Building:  
MOTION: Bray  
SECOND: Steglich  
To approve purchasing a sign regarding no trash dumping at the Borough Building.  
VOTE: Aye – Evans, Wray, Steglich, and Bray  
Nay – Hughes MOTION CARRIED 4-1
  - Complaint Policy – Evans explained the Work Order policy.
- B. Ordinance -Steglich noted all Ordinances are on-line
- C. Budget – Bray noted that as part of the bridge loan project lending agencies need assurance that the Borough can pay its bills and need to know funds in savings accounts such as CD's and the PLGIT account.
- D. Grants – no report
- E. Parks and Recreation- handicapped picnic tables under construction.
- F. Police – no report

Harrisville Borough Council Minutes  
February 9, 2026

UPCOMING:


Next Meeting:

- Regular Meeting, March 9, 2026 at 7:00 p.m. at Borough Hall

ADJOURNMENT:

The meeting was adjourned at 8:09 p.m.

  
Kathy Bray, Council Vice-President

  
Douglas E. Cook, Borough Clerk

# HARRISVILLE BOROUGH PUBLIC COMMENT SIGN-IN SHEET

Date: 02.09.26

NAME	ADDRESS	COMMENTS UPON AGENDA AND NON-AGENDA ITEMS
Janina Lopez	W. Washburn St	Numbors
Beverly Kennedy	419 S Main St, Harrisville PA	Behavior of council member

**HARRISVILLE BOROUGH**  
**Transaction Report**  
**January 2026**

Date	Name	Amount
01/02/2026	TRI-COUNTY 3019	-146.44
01/02/2026	Liberty Roofing Pros	-6,509.86
01/07/2026	COLUMBIA GAS 0007	-639.60
01/07/2026	MPB	-1,533.33
01/07/2026	COLUMBIA GAS 0008	-288.37
01/09/2026	Busy Beaver	-5.21
01/09/2026	Busy Beaver	-52.23
01/09/2026	Grove City Agway	-153.70
01/09/2026	Diehl Automotive	-92.69
01/09/2026	MPB	-1,840.00
01/15/2026	Mercer Township - Liquid Fuels	-2,351.00
01/15/2026	PA State Workers Insurance Fund (SWIF)	-636.60
01/15/2026	Busy Beaver	-0.10
01/15/2026	Busy Beaver	-24.27
01/15/2026	ERIE INSURANCE	-118.00
01/15/2026	Mitchell Insurance, Inc	-47.00
01/15/2026	H. A. Berkheimer, Inc.	-34.93
01/15/2026	H. A. Berkheimer, Inc.	-66.82
01/15/2026	Grove City Agway	-2.31
01/15/2026	West Penn Power 6704	-1,425.97
01/21/2026	HVFD	-1,000.00
01/30/2026	FNB	-718.08
<b>Total for General Fund x6651</b>		<b>-\$ 17,686.51</b>

01/29/2026	TCM/MERCER COUNT PAYMENT 0099	-299.78
<b>Total for Donation Account x6686</b>		<b>-\$ 299.78</b>

01/02/2026	US Treasury	-208.52
01/02/2026	PA Department of Revenue	-36.88
01/08/2026	Direct Deposit	-2,719.38
01/09/2026	PA Department of Revenue	-98.37
01/09/2026	US Treasury	-589.61
01/12/2026	PA UC Fund	-2.24
01/22/2026	Direct Deposit	-3,178.85
01/23/2026	PA Department of Revenue	-115.69
01/23/2026	US Treasury	-713.88
01/26/2026	PA UC Fund	-2.64

01/27/2026	HAB- EIT	-50.00
01/27/2026	HAB- EIT	-240.24
<b>Total for Payroll Account x6694</b>		<b>- \$ 7,956.30</b>

01/02/2026	CENTRAL ELECTRIC	-899.73
01/07/2026	COLUMBIA GAS 0006	-48.53
01/07/2026	MPB	-766.67
01/09/2026	Diehl Automotive	-46.34
01/09/2026	MPB	-920.00
01/09/2026	Jordan Tax Service, Inc	-1,724.35
01/15/2026	PA State Workers Insurance Fund (SWIF)	-424.40
<b>Total for Sewer Fund Account x6660</b>		<b>- \$ 4,830.02</b>

<b>TOTAL</b>		<b>- \$ 30,772.61</b>
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## Harrisville Borough – Engineer Report

February 9, 2026

### 1. Sanitary Sewer

- a. Quarterly site visits to the pump stations continue to take place. Conditions of the pump stations remain status quo. It is recommended that the following be addressed:
  - i. Pump and clean the pump stations at a minimum of semi-annually and add a degreaser to address grease buildup.
- b. Sewer Upgrades Project
  - i. Bridge Loan – Estimated cost of engineering and permitting to submit PENNVEST funding application is \$625,000.
  - ii. Surveying and base mapping started in January and will resume once the weather breaks.
- c. Annual Chapter 94 Report
  - i. The Annual Chapter 94 Report is due to Grove City in February 2026. The report is being drafted, and a will be provided to the Borough for review prior to being sent to Grove City.
- d. Grants
  - i. DCNR Park Rehabilitation and Development Grant is now open and is due April 30, 2026.
    1. Match Requirement: 50/50
    2. Applicable Projects
      - a. Playgrounds
      - b. Skateparks
      - c. Splash pads
      - d. Pavilions
      - e. Band stand
    3. Additional grant information can be found at:  
<https://apps.dcnr.pa.gov/grants/CRM365/CRMHelp.aspx?Tag=Opportunities.Development>



**Office of Mayor, Daniel J. Anschutz**

Borough of Harrisville  
117 S Main St. P.O. Box 388  
Harrisville, PA 16038  
724-735-2222

[MayorDaniel.Anschutz@gmail.com](mailto:MayorDaniel.Anschutz@gmail.com)

**February 2026 Monthly Council Meeting Mayor Report**

I swore in Louis Christensen as the newly elected Harrisville Borough 6-year Auditor and Sylvia Wray as the Vacancy Board Chair on January 12, 2026.

I swore in the new 2026 Harrisville Volunteer Fire Company officers on January 13, 2026 and stayed for their monthly meeting.

I attended the Wolf Creek-Slippery Rock Creek COG meeting in Grove City on January 21, 2026.

On January 22, 2026, I reached out to the Harrisville Volunteer Fire Company to come up with a contingency plan to set up a warming center if needed due to Winter Storm Fern. They were more than willing to set up in a moment's notice, if needed. The Borough of Harrisville appreciates your willingness to always go above and beyond for the community.

On January 24, 2026, I issued a Declaration of Disaster Emergency due to the significant Winter Storm Fern. Unfortunately, at this time it has been determined that **no state or federal disaster funds have been allocated** for this event. This is due to the damage and response costs did not meet the rigorous per-capita thresholds required by PEMA or the federal Stafford Act.

I purchased and donated a new digital clock for the Council Chambers that includes a timer feature for the public comment section of the meetings.

**Upcoming Events in the Community:**

There will be Square Dancing at the Harrisville Volunteer Fire Company on February 28, 2026 at 8pm. The doors open at 7pm. This will continue every forth Saturday of each month thru April.

Daniel J. Anschutz, Mayor

Harrisville Borough, PA



## Harrisville Borough

117 S Main St. P.O. Box 388

Harrisville, PA 16038

724-735-2222

office@harrisvilleboroughpa.gov

### DECLARATION OF DISASTER EMERGENCY

WHEREAS, on or about January 24, 2026, a significant Winter Storm has caused or threatens to cause injury, damage, and suffering to the persons and property of Harrisville Borough, Butler County, Commonwealth of Pennsylvania; and

WHEREAS, the winter storm, including snow accumulation, extreme cold, and high winds, has endangered or threatens to endanger the health, safety, and welfare of a substantial number of persons residing in Harrisville Borough, and threatens to create problems greater in scope than Harrisville Borough may be able to resolve; and

WHEREAS, emergency management measures are required to reduce the severity of this disaster and to protect the health, safety, and welfare of affected residents in Harrisville Borough:


NOW, THEREFORE, I, the undersigned Daniel J. Anschutz, Mayor of Harrisville Borough, pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code, (35 PA C.S., Section 7501), as amended, do hereby proclaim the existence of a DISASTER EMERGENCY in Harrisville Borough.

FURTHER, I direct the Harrisville Borough Emergency Management Coordinator to coordinate the activities of the emergency response, to take all appropriate action needed to alleviate the effects of this disaster, to aid in the restoration of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency.

STILL FURTHER, I authorize officials of Harrisville Borough to act as necessary to meet the current demands of this emergency, namely: by the employment of temporary workers, by the rental of equipment, by the purchase of supplies and materials, and by entering into such contracts and agreements for the performance of public work as required, as permitted under Section 7501 of the Code.

This Proclamation shall take effect immediately and can last for a period not to exceed seven (7) days, unless sooner rescinded or extended by resolution of the council. This allows Harrisville Borough to take the necessary steps to secure the health, safety, and welfare of the residents and property within the borough.

AUTHORIZED THIS 25th DAY OF JANUARY, 2026.

  
(Mayor, Harrisville Borough, PA)

# HARRISVILLE BOROUGH POLICE DEPARTMENT

**Monthly Police Report: January 2026**

Calls for service: 32

**Miles Patrolled**     Dodge Durango (597) – 495  
                                 Ford Explorer (598) – 289  
**Total: 784**

**Traffic Stops TOTAL: 15**

**Traffic Citations: 4**

**Traffic Warnings: 11**

**Complaints:** — Calls for service/public assists: : Traffic Stops, Traffic Complaints, Training and certification, Traffic control, vehicle tow, Harassment, Dui Arrest, court, calibrations, vandalism, bus detail, follow ups, fraud, criminal mischief, traffic detail, welfare check

**Arrests: 1 ( DUI Arrest)**

**Incidents/Events:**

- Lt. Waclav underwent FREE FTO training at NorthWest Training Center in Meadeville January 6
- The Harrisville Borough PD received a ballistic mini shield, rifle rated donated from the United States Deputy Sheriff Association
- Lt. Waclav updated patrol forms in each patrol unit and implemented an inventory log sheet for DUI kits, drug kits and Sex assault kits used in the dept

**Crash- 0**

**Summary Trial: 1**

**Criminal trial: 0**

**Other: Traffic will be enforced heavily through all school hours for bus pick up and drop off for the remainder of the 2026 school year**

**OFFICERS HOURS HARRISVILLE:**

**HOURS WORKED:**

**Lieutenant Jordan Waclav**  
**Patrolman Jason McDonough**

**60.45**  
**40.86**

**Total Hours: 101.31**

# MARION TOWNSHIP REPORT

## HARRISVILLE BOROUGH POLICE DEPARTMENT

### Monthly Police Report: January 2026

Traffic Citations: 0

Non-Traffic: 0

Warnings: 6

Arrests: 0

Complaints: – Traffic Stops, Traffic Control, EMS/Fire assist, Traffic Complaints, Phone Call Request, Harassment, Bus Detail, Traffic Enforcement, Fatal crash, follow ups

Crash: 1 (Fatal accident)

#### Incidents/Events:

- Lt. Waclav underwent FREE FTO training at NorthWest Training Center in Meadville January 6
- The Harrisville Borough PD received a ballistic mini shield, rifle rated donated from the United States Deputy Sheriff Association
- Lt. Waclav updated patrol forms in each patrol unit and implemented an inventory log sheet for DUI kits, drug kits and Sex assault kits used in the dept

EMS/ FIRE Assists: 1

Court: 0

Other:

Traffic will be enforced heavily through all school hours for bus pick up and drop off for the remainder of the 2026 school year

#### OFFICERS HOURS:

#### HOURS WORKED:

Lieutenant Jordan Waclav	23.5
Patrolman Jason McDonough	15

Total Hours: 38.5

Lieutenant Jordan Waclav #5702

# BOROUGH & TOWNSHIP JOINTLY

## HARRISVILLE BOROUGH POLICE DEPARTMENT

Monthly Police Report: January 2026

Calls for service: 32

Traffic Citations: 4

Traffic Warnings: 11

Traffic Stops TOTAL: 15

Non-Traffic Citations: 0

Non-Traffic Warnings:0

Court: 1

Crash: 1

Arrests: 1 (DUI arrest)

Complaints: Calls for service/public assists: Traffic Stops, Traffic Complaints, Training and certification, Traffic control, vehicle tow, Harassment x2, Dui Arrest, court, calibrations, vandalism, bus detail, follow ups, fraud, criminal mischief, traffic detail, fatal accident, threat against local official, welfare check, EMS assist

### Incidents/Events:

- Lt. Waclav underwent FTO training at NorthWest Training Center in Meadville January 6
- The Harrisville Borough PD received a ballistic mini shield, rifle rated donated from the United States Deputy Sheriff Association
- Lt. Waclav updated patrol forms in each patrol unit and implemented an inventory log sheet for DUI kits, drug kits and Sex assault kits used in the dept

### Other:

Traffic will be enforced heavily through all school hours for bus pick up and drop off for the 2026 school year

### OFFICERS HOURS:

### HOURS WORKED:

Lieutenant Jordan Waclav

83.95

Patrolman Jason McDonough

55.86

Total Hours: 139.81

Lieutenant Jordan Waclav #5702

Harrisville Borough Police Dept.



COMMUNITY DAY

X3945 Available balance \$4,719.26 Recent ▼

HIGHWAY ACCOUNT

XX3830 Available balance \$1,538.96 Recent ▼

GENERAL FUND

XX6651 Available balance \$15,615.54 Recent ▼

SEWER FUND

XX6660 Available balance \$107,685.12 Recent ▼

FIRE TAX

XX6678 Available balance \$46,496.99 Recent ▼

DONATION

XX6686 Available balance \$3,637.72 Recent ▼

PAYROLL ACCOUNT

XX6694 Available balance \$1,562.67 Recent ▼

EIT- MONEY MARKET

XX6707 Available balance \$77,453.58 Recent ▼

C/D

XX3955 Current balance \$104,354.45 Recent ▼

**Payments & Transfers**

Review (0) *First National CD - 104,363.07*

**ACH**

Description Reason Amount

There are no transfers requiring review.

Issued (0)

*02.09.26*



## Harrisville Borough

117 S Main St. P.O Box 388

Harrisville, PA 16038

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office@harrisvilleboroughpa.gov

### HARRISVILLE BOROUGH

#### EMPLOYER / EMPLOYEE CODE OF CONDUCT

I, \_\_\_\_\_, agree to uphold the 'Employer/Employee Code of Conduct', Resolution 8-12-2024, that was adopted by Harrisville Borough Council on, 8-12-2024 for the entirety of my term, which ends, \_\_\_\_\_.

Harrisville Borough, as an employer, strives to maintain a healthy relationship with its employees. Below is the Code of Conduct, as adopted by Resolution of Council on August 12, 2024, which is to be followed by employees and Council members:

1. Harrisville Borough does not discriminate based on any protected class as outlined in Federal, State and Local laws;
2. Contact between employees and Council members should remain civil and respectful; and
3. If an employee believes he/she has an issue with a supervisor or member of Council, they then should submit, in writing, a complaint to the Borough President or Vice-President. The President or Vice-President, as applicable, may meet with the employee regarding the issue and relay any issues to Council that need to be discussed. These communications will remain confidential and may only be discussed in executive session, unless the employee specifically requests, in writing, that the issue(s) be discussed in open session of Council.

This policy is subject to all Federal, State and Local laws.

(Resolution Adopted on August 12, 2024)

\_\_\_\_\_

Date \_\_\_\_\_

(Councilperson/President/Vice President/Mayor)

JANUARY

JEFF

HRS	SEWER	streets	AHC
16	2	6	5
19 1/2	1/2	15	4
20	5 1/2	10	3
20 1/2	3	5 1/2	11
<hr/>	<hr/>	<hr/>	<hr/>
77	11	36 1/2	23

Doug

HRS	SEWER	streets	AHC.
9	1/2	1	0
9	1	6	9
10	2	8	0
OFF.	<hr/>	<hr/>	<hr/>
28	3 1/2	15	9

TOTAL  
105

SEWER 14 1/2  
street 51 1/2  
AHC 32

# HARRISVILLE BOROUGH

117 South Main Street  
Harrisville, PA 16038

## MAINTENANCE DEPARTMENT WORK LOG

Date	Description
	All week taking care of snow on streets and moving and clearing snow from corners, turns, and intersections, cleared sidewalk at office, and office station. Cleared lift station from snow from Nursing Home. Did 5 calls, found that the sewer plant roof drain was leaking. called who needed to be called.

# PENN SWEEPING

114 TOWER ROAD  
SAXONBURG PA 16056  
412-260-3434  
724-524-1013 Fax

February 7, 2026

Harrisville Boro

## Street Sweeping Quote

Street Sweeper Rental      vacuum truck w/op      \$142.00 per/hour  
8 hr/day

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### Conditions

- Customer provides water for the sweeper and a place to dump.
- Price does not include maintenance of traffic or flagpersons.
- Penn Sweeping is not liable for any liquidated, consequential, direct or indirect damages by General Contractor.
- Quote based on availability of sweeper units.
- Terms are net 30 days with 2% interest per month on outstanding invoices

Estimate authorized by:

Name: [Signature]

Date: 2-9-2026

Approved by:

Name [Signature]

Date 2-9-2026