Mill Village Borough Reorganizational Minutes: Wednesday

– January 7, 2026

Mayor Steve Yovich called the Mill Village Borough Reorganizational meeting to order at 6:00 p.m. at the Mill Village Borough Municipal Building followed by the salute to the flag.

Council Members present were Edward Falconer, Mark Costello, Dave Alexander and Shawn McLaughlin. The following new Councilors were sworn in by Notary Catherine Wise – Linda Falconer, Michael Yovich, Mark Kuhn and Amy Kingen – Tax Collector, after they took their oaths of office they were seated. Other people present were Tim Pie and Dale Carnahan.

Mayor Steve Yovich opened the floor for nominations for President of Council for the next two years. Edward Falconer nominated Linda Falconer, Dave Alexander seconded. Mark Costello nominated Shawn McLaughlin, Michael Yovich seconded. Dave Alexander, Mark Kuhn, Edward Falconer and Linda Falconer voted for Linda Falconer. Shawn McLaughlin, Mark Costello and Michael Yovich voted for Shawn McLaughlin. Majority appointed Linda Falconer as President of Council for the next 2 years. Motion Carried.

Edward Falconer nominated Shawn McLaughlin for Vice President of Council for the next 2 years. Steve Yovich seconded. Shawn McLaughlin refused the nomination. Linda Falconr motioned to nominate Mark Kuhn as Vice President, Michael Yovich seconded, Shawn McLugjin moved to close nominations, Edward Falconer seconded. All Voted yes and Mark Kuhn was appointed Vice-President of council for the next 2 years.

- It was moved by Edward Falconer and seconded by Mark Kuhn that “Parliamentary Procedure at a Glance” will be observed at all meetings with “Roberts Rules of Order” being used as an alternative. All voted yes.
- It was moved by Edward Falconer and seconded by Michael Yovich to appoint Mark Costello as Director of Maintenance Personnel. All voted yes.
- Edward Falconer motioned to appoint Catherine Wise Secretary/Treasurer with a wage set at $20.50 per hour for the year 2026, wages will be revisited in January 2027, and that the responsibilities for the day-to-day administration of the Borough’s affairs be lodged with the Secretary together with the administration of current and recurring expenses. Mark Costello seconded. All voted yes. Motion carried.
- Mark Kuhn motioned to appoint Cindy Wells-(Union City Borough) Assistant Secretary/Treasurer for the years 2026 and 2027 and to state that the responsibilities for the day-to-day administration of the Borough’s affairs be lodged with the Assistant. Secretary/Treasurer, together with the administration of current and recurring expenses when the Secretary is absent, wages were set at $20.50 per hour, 3 hours minimum per week. Mark Costello seconded the motion. All voted yes. Motion carried.
- Shawn McLaughlin motioned to re-enact the 1% Earned Income Tax and also to re-enact the 1% Realty Transfer Tax, receiving ½ of 1% for the, with the Borough receiving1/2 of 1% for 2026 and 2027. Edward Falconer seconded. All voted yes. Motion Carried.
- Shawn McLaughlin moved to appoint H.A. Berkheimers as the Earned Income Tax and LST Tax Collector for the years 2026 and 2027. Edward Falconer seconded. All voted yes. Motion Carried.
- Mark Costello motioned to name Northwest Bank as the Borough’s Banking Institution, for the years 2026 and 2027 and that all checks and withdrawal slips need two (2) signatures and shall be the President or Vice-President and the Secretary/Treasurer or

Assistant Treasurer's signature. Mark Kuhn seconded. All voted yes. Motion Carried. President Linda Falconer, Vice-President Mark Kuhn and Secretary/Treasurer Catherine Wise will be the appointed signers.

- Michael Yovich motioned to appoint Buseck, Barger & Bleil Co. Inc. as the CPA/Auditor for the years 2026 and 2027. Dave Alexander seconded. All voted yes.
- Dave Alexander motioned that Regular Council Meetings will be held on the First Wednesday of each month at the Mill Village Borough Building at 6:30 p.m. Edward Falconer seconded. All voted yes.
- Edward Falconr motioned to appoint Knox, McLaughlin, Gornall & Sennett Law Firm – Patricia Kenedy - as Borough Solicitors for the years 2026 and 2027 at $150.00 per hour. Mark Kuhn seconded. All voted yes. Motion carried.
- Mark Costello motioned to appoint Mark Corey and Associates as the Borough Engineer; Shawn McLaughlin seconded. All voted yes.
- Mark Costello moved to appoint John Letzo to the position of Zoning Officer, with the cost of Zoning Permits to be $45.00 and payment of $40.00 per permit to be paid to the Zoning Officer, David Alexander seconded. All council members voted yes. Motion Carried.
- Edward Falconer motioned to appoint Shawn McLaughlin as Emergency Management Coordinator for the Borough for the years 2026 and 2027, Mark Costello seconded. All voted yes.
- Michael Yovich motioned, seconded by Mark Kuhn to appoint Marsh, Spaeder, Baur, Spaeder & Schaaf Law Firm - Kurt Sundberg as the Borough Zoning Board Solicitor for the years 2026 and 2027. All voted yes.
- Shawn McLaughlin motioned to appoint Tim Pie as an Employee at $19.00 per hour for the years 2026, wages will be revisited in January 2027. Employee stipulation – 20 hour maximum per week (not to include snowplowing) Edward Falconer seconded. All Voted yes. Motion Carried.
- Edward Falconer motioned to set the wage for Part-time Employees Bruce Wise and Shawn McLaughlin at $19.00 per hour for the years 2026 and 2027, Mark Costello seconded. All voted yes, except for Shawn McLaughlin who abstained. Motion Carried.
- Edward Falconer motioned to name Linda Falconer as Borough Representative for the Erie County Associations of Boroughs for the years 2026 and 2027 Mark Costello seconded. All voted yes. Edward Falconer, Linda Falconer abstained Motion Carried.
- Michael Yovich motioned to name Linda Falconer as Polling contact person for the years 2026 and 2027, Mark Kuhn seconded. All voted yes. Edward Falconer, and Linda Falconer abstained Motion Carried.
- Mark Kuhn motioned to name Mark Costello as the Borough's Snow Removal Contact person for the years 2026 and 2027, Edward Falconer seconded. All voted yes. Motion Carried.
- Edward Falconer motioned to appoint Mike Grill/CCi Inspections as the Construction Code Inspectors; Dave Alexander seconded. All voted yes.
- Edward Falconer motioned to appoint the following residents to the Planning Board: Paul Peters, Roberta McLaughlin, Kevin Skelly, Kevin Babcock, and Brian Peters. Mark Kuhn seconded the motion. All voted yes.
- Edward Falconer motioned to appoint the following residents to the Zoning Hearing Board: Ernie Brown, Sean Falconer and Lee Debrakeleer, with Henry MckGuire as an Alternate. Mark Costello seconded the motion. All voted yes.

- It was moved by Mark Costello and seconded by Edward Falconer that the Borough Official's and Appointed Employees approved expenses be paid by the Borough when said officials' attend any function related to their duties or make any trips which are in the best interest of the Borough and mileage will be paid at the current IRS mileage rate per mile. In no case will expenses exceeding 100% of costs per day, exclusive of mileage, be paid. All voted yes. Motion Carried**.**
- Edward Falconer motioned to name Catherine Wise, Mark Costello and Shawn McLaughlin as Borough Representatives for the Erie Area Council of Governments (EACOG) for the years 2026 and 2027, Michael Yovich seconded. All voted yes. Mark Costello and Shawn McLaughlin abstained. Motion Carried.
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Edward Falconer motioned to adjourn the 2026 Reorganizational Meeting of the Mill Village Borough Council at 6:50 p.m., seconded by Dave Alexander. Motion Carried Unanimously.

Mill Village Borough Regular Meeting
Wednesday – January 3, 2024

The Regular Meeting of the Mill Village Borough Council was then called to order at 6:55 p.m.
In attendance: President Linda Falconer, Vice President Mark Kuhn, and Council Members: Edward Falconer, David Alexander, Mark Costello, Shawn McLaughlin, Mark Kuhn, Michael Yovich, Tim Pie and Catherine Wise. Resident Dale Carnhan.

Edward Falconer motioned to accept the Proposed Agenda. Mark Costello seconded. All voted yes.

Edward Falconer motioned to approve the Minutes from the following meetings: December 5, 2025, & December 23, 2025 and the December 31, 2025 Treasurer's Report. Shawn Mclaughlin seconded. All voted yes.

Public Comment: Dale Carnahan asked who is responsible for the Creek behind his house. Council informed him that the Railroad owns the Right of Way.

Secretary/Treasurer gave the Winners of the Christmas Decorating Contest 2025**.**
The Winners of the 2025 Christmas Decorating Contest were as follows: 1st Place: Mark & Karry Metzger($100 gift card to Country Fair), 2nd Place: Blake & LuAnn Sharp ($75.00 gift card to Country Fair) and 3rd Place: Gregory & Stephanie Johnson ($50.00 gift card to Country Fair).

The new appointed Tax Collector- Amy Kingen plans to have her office hours at the LeBoeuf Township building – Monday Nights 6 to 8 p.m. and the 2nd & 4th Saturday of each month from 9 a.m. to 11a.m. March through October.

Road Foreman Tim Pie asked if the Fire Department/Emergi-Care could be asked to move their vehicles or park somewhere away from the building when it snows and plowing is being performed. The water tank needs a new pressure switch installed. There is a dead tree on Route 6, it is PennDot's right of way. Council members requested that in the winter months, the plow truck should be filled to more than a ½ tank at all times and Anti-Skid needs to be in the truck for the morning plowing, the day before.

The EACOG Schedule for 2026 was presented along with the County Aid amount for 2026. A resolution will be presented at the February meeting.

The ECAB dinner will be held at the American Legion in Waterford on Thursday, January 22, 2026.

Edward Falconer motioned to pay payroll and monthly bills for December 31, 2023, seconded by David Alexander. All voted yes.

Edward Falconer motioned to sign the Auditors Service letter from Buseck, Barger, Bleil & Co. Mark Costello seconded. All voted yes.

Discussion was held on whether to add additional springs to the plow truck. Edward Falconer would like to check with the Ford Dealer before proceeding. Michael Yovich motioned to spend up to $1,500, Mark Costello seconded the motion. Council members all voted yes, but to wait until after Ford is notified.

Council members agreed that no Unauthorized People are allowed in the Plow truck. The List of authorized drivers will remain the same at this time for the Insurance Company.

In regard to the New Park, The bids were rejected and a letter will be sent stating what should be included in the Add-ons, which can be accepted or rejected due to costs.

Edward Falconer suggested sending a letter to the American Legion in Waterford requesting funds to help cover costs for Engineering.

General Comments from Council President: No Comment

General Comments from Solicitor: Absent

General Comments from the Mayor and Council:

Mayor Yovich– No Comment

Councilman E. Falconer – No Comment

Councilman McLaughlin– No Comment

Councilman Alexander– No Comment

Councilman Yovich– No Comment

Councilman Costello – No Comment

Councilman Kuhn – No Comment

Michael Yovich moved to adjourn the meeting at 7:46 p.m. Seconded by Edward Falconer, all in favor, motion carried.

The next meeting will be held on Wednesday – **February 4, 2026** at **6:30 p.m.**