

Laflin Borough Council Mtg.  
December 9, 2025  
6:00 P.M. Regular Meeting  
**MEETING MINUTES**

**MEETING CALLED TO ORDER and PLEDGE OF ALLEGIANCE TO THE FLAG RECITED.**

**Roll Call**

Present: Marc Malvizzi, President – Joseph Boos, Vice President – Drew Malvizzi – Melissa Werner –  
Carl Yastremski – Mayor William Kennedy – Junior Councilmember Anna Marie Gubitose

Absent: None

Also Present: Solicitor Leonard A. Sanguedolce, Esq. and Charles Boyd, Borough Manager

Mr. Boyd read to meeting attendees the Sunshine Act notification as stated on the council meeting agenda.

**Special Presentations:** None

**Minutes:** November 18, 2025 Council Meeting

Mr. Marc Malvizzi asked for a motion to approve the prior month meeting minutes.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

Roll Call:

Ayes were unanimous and motion passed.

**Treasurer's Report**

Mr. Marc Malvizzi asked for a motion to accept the report.

Motion to Accept: Drew Malvizzi

Second: Joseph Boos

Roll Call:

Ayes were unanimous and motion passed.

**List of Bills for Approval**

Mr. Boyd advised councilmembers that last month's invoice from Pennoni Associates at \$2,373 was paid by Astound / RCN since it was part of a road inspection permit required for fiberoptics installation. A new section was added to the bill list to include expenditures from the Wyoming Valley Sanitary Authority (WVSA) savings account from stormwater fees collected and held by WVSA.

Mr. Marc Malvizzi asked if anyone had any questions or comments then asked for a motion to approve the bills. \$129,446.12 plus payroll \$ 5,459.23.

Motion to Approve: Melissa Werner

Second: Drew Malvizzi

Roll Call:

Ayes were unanimous and motion passed.

**Correspondences (e-mailed to Council during the month):** No discussions.

## **Reports**

### **Fire Department Report – Drew Malvizzi**

For the month of November 2025 the Laflin Volunteer Fire Department responded to 18 alarms with 5 being medicals, 2 fire alarms, 3 structure fires, 4 reported structure fires, 1 gas leak, 1 investigation type call, 1 vehicle fire, and 1 wires down for a total of 207 calls for the year.

### **Manager's Report – Charles Boyd**

Mr. Boyd noted the 2024 Laflin Borough General Audit was finished and emailed to all elected officials and the solicitor to review. He also noted additional audits (pensions, state liquid fuels, payroll, etc.) take place throughout the year but this is a more comprehensive process with financials statements that must be filed with the Department of Community and Economic Development (DCED) by years end.

Mr. Boyd confirmed with Mayor Kennedy that he will be available for the January 5, 2026 Reorganizational Council Meeting to administer the Oath of Office to newly reelected officials. He reminded newly elected officials to have the Affidavit of Residency completed and notarized prior to this meeting.

The advertisement for the upcoming 2026 council meetings did run in the Times Leader as required.

### **Mayor's Report – Mayor William Kennedy**

Mayor Kennedy complimented the road crews on the work during the recent snow storms and noted he received many great reports, along with social media posts, from residents on the street conditions.

### **Library Association Report – Melissa Werner**

Mrs. Werner spoke on the annual gingerbread program held by the library at St. Maria Goretti Church hall which had almost 100 participants. After some discussions, she noted it was a great time.

The library is holding two basket raffles for patrons that check-out books from the library this month. The first would be for adult patrons that has a \$50 prize and the second for child participants with a basket and \$20 gift card to Target. The January book club will be discussing *The View from Lake Como* by Adriana Trigiani.

Mrs. Werner stated that Laflin Borough Junior Council Person, Anna Marie Gubitose was featured in the state Pennsylvania Association of Boroughs' magazine in their December 2025 edition. She congratulated her again.

It was noted that the Laflin Volunteer Fire Department will be driving Santa Claus around town on Sunday, December 14<sup>th</sup> for the annual Christmas party held at St. Maria Goretti Church.

Mr. Marc Malvizzi asked for a motion to accept the reports.

Motion to Accept Reports: Drew Malvizzi

Second: Joseph Boos

Roll Call:

Ayes were unanimous and motion passed.

## **Public Comments Relating to the Agenda**

No comments related to the agenda.

## **Unfinished Business**

### **A) Final / 3<sup>rd</sup> Reading of the Laflin Borough 2026 Operating Budget –**

Mr. Marc Malvizzi indicated that the only change from last month's proposed budget draft was moving funds for the park project from the proposed 2026 budget to the current year budget expenditures since the project will be paid for in December 2025.

The 2026 Laflin Borough Operating Budget was advertised in the local newspaper with a balanced budget of \$1,603,739.00 without a property tax increase, nor municipal fee increase and no need for a tax anticipation note loan (TAN). The increase cost for garbage collections will, again, be paid from the general fund. The proposed budget also includes an unassigned fund balance of \$150,000.

After some discussions on the proposed budget and noting that funds are included for additional work on the Inkerman Road flood abatement project, Mr. Marc Malvizzi asked for a motion to approve the proposed 2026 Laflin Borough Operating Budget as presented.

Motion to Approve: Drew Malvizzi

Second: Melissa Werner

#### **Roll Call:**

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

### **B) 2026 Budget & Tax Authorization Resolution –**

Mr. Marc Malvizzi noted the printed agenda indicated the wrong resolution date and asked Mr. Boyd to amend the same. The resolution will set the property tax millage at the same rate as prior years at 1.8476 mills.

Mr. Marc Malvizzi asked for a motion to approve the 2026 Budget & Tax Authorization Resolution No. 11 of 2025.

Motion to Approve: Melissa Werner

Second: Joseph Boos

#### **Roll Call:**

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

## **New Business**

- A) Approve Contracted Emergency Back-up Snow Plow Companies –  
Stell Enterprises, Inc. / Semyon Trucking Co. / JR Evans Trucking  
Smith Blacktopping / Casey Kassa Coal Co.

Mr. Marc Malvizzi asked for a motion to approve the companies as emergency back-up winter maintenance providers. This is done every year in case of equipment failure or there is a storm that is too big for the capabilities of the town.

Motion to Approve: Joseph Boos

Second: Drew Malvizzi

Roll Call:

Ayes were unanimous and motion passed.

- B) LSA Grant C000094073 LVFD Fire Department Air Pack & Accessory Equipment -  
Dival Safety Equipment, Inc. \$151,876. Costars

This was an awarded grant that was received a few months ago. Dival Safety Equipment, Inc. is a Costar program approved vendor with the total \$151,876 invoices approved by the state Department of Community and Economic Development (DCED) and Commonwealth Financing Authority (CFA).

Mr. Marc Malvizzi asked for a motion to approve the purchase and place the order for the equipment.

Motion to Approve: Melissa Werner

Second: Drew Malvizzi

Roll Call:

Joseph Boos Yes

Drew Malvizzi Yes

Marc Malvizzi Yes

Melissa Werner Yes

Carl Yastremski Yes

Motion passed.

- C) Suzanne Kennedy Resignation Letter from the Laflin Borough Recreation Board –

Mr. Marc Malvizzi regretfully announced that a resignation letter from the Laflin Recreation Board was received from Suzanne Kennedy. He indicated her longtime service on the board and noted the aging out of her child from rec board activities. Mayor Kennedy added that her position at her place of employment changed with many additional responsibilities added. Some discussions continued on her service to the community.

Mr. Marc Malvizzi asked for a motion to accept the resignation of Suzanne Kennedy from the Laflin Recreation Board.

Motion to Accept: Joseph Boos

Second: Melissa Werner

Roll Call:

Ayes were unanimous and motion passed.

### **Council Comments / For the Good of the Order**

Next Scheduled Council Meetings:

Reorganization Council Meeting on Monday, January 5, 2026 at 6pm.

Oath of Office and General Business, if needed.

Regular Council Meeting on Tuesday, January 13, 2026 at 6pm.

### **General Public Comments**

Ryan Hydock, Knowles Insurance (73 Laflin Road) – asked if Knowles Insurance can be considered for the municipality insurance renewals that will come due in February 2026. He wanted a chance to submit an insurance package proposal and try to win the business but needed council approval to put the insurances out to bid.

Mr. Hydock went on to describe the qualification of Knowles Insurance with many other municipalities and municipal authorities covered by his company.

Robert Knowles, Knowles Insurance – added that the company has been around for a very long time. They specialize in a couple of sectors, one being public entities. He believes the recent premium increases, over the last few years, have calmed down and it probably makes sense to take a look at the market pricing by rebidding. He believes looking at the insurances every three to four years ensures the municipality is properly insured and there is a responsibility to the community to manage the costs proactively. He recommends having one other insurance company, along with the incumbent insurance company, provide proposals every few years. He continued explaining his position.

Mr. Boyd asked Mr. Knowles to explain the lock-out problem with having more than two or three companies bid on the insurance package. Mr. Knowles indicated that an insurance broker can only work with one insurance company with the first broker contacting the company being accepted. The brokers will trip over one another if more than three are involved. Mr. Knowles continuing explaining the process.

**Executive Session:** No Executive Session.

**Adjournment:** Motion to adjourn at 6:23pm.

Motion: Drew Malvizzi

Second: Joseph Boos

The motion carried unanimously.

Respectfully Submitted,



Charles Boyd, Borough Manager  
Laflin Borough

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