

Williamstown Borough Meeting Minutes

January 5, 2026

Williamstown Borough Council met Monday, January 5, 2025 at 7:30 PM in Council Chambers. Present were: President Dane Williard, Stephen Denkovich, Donald Machamer, Vice President Brian Troup, Solicitor Joseph Kerwin, Jeffery Shuttlesworth, Mayor Nicholas Rodichok, Christopher Stroup, Road Supervisor Bill Miller, and Secretary Andrew Welker.

Citizens Present: 0

The meeting was called to order for Reorganization by Mayor Nicholas Rodichok at 7:30 PM. The pledge of allegiance to the flag was recited.

Minutes from the December 1, 2025 meeting were reviewed and approved as presented.

Oath of Office(s) – Stephen Denkovich, Brian Troup, and Donald Machamer were sworn into office by Mayor Nickolas Rodichok.

Re-Organization – Stephen Denkovich moved to leave all council member positions (Officers) the same as it was in 2025. Christopher Stroup seconded, and the motion carried unanimously.

President – Dane Williard

Vice President – Brian Troup

Mayor – Nicholas Rodichok

Code Enforcement Officer – Donald Machamer

Other Borough Council Board Members include: Jeffery Shuttlesworth, Christopher Stroup, and Stephen Denkovich

Solicitor – Joseph Kerwin

Secretary – Hoover Financial Services

Opportunity For Citizens- No comment.

Mayor's Report:

Mayor Nicholas Rodichok communicated with Travis Ender regarding the websites, and he will be copied on the emails to make sure everything is getting posted promptly.

Tax Collector Report

\$12,184.67 was received in taxes.

Solicitor- Solicitor Kerwin presented three options for the cat problem. Option one, trap the cats and take them to the SPCA would be costly. Option two, the Borough could fine specific people that put food out on the general littering law. Option three, the resident could put a harassment claim on the neighbor if the cats are a problem on their property.

Code Enforcement/Permits – Code Enforcement Officer Donald Machamer reported on the following properties:

- **409 W Market Street – Filed on Michael Kratzer for condition of property and repeated offenses.**
- **Jay Martin Garage – Filed on Jay Martin for condition of garage and not destroying it in a timely manner.**
- **Travis Saul Property – Filed on Travis Saul for condition of property**

Road Supervisor Report

Road Supervisor provided and reviewed a written report.

Time-Sheets

Stephen Denkovich moved to approve timesheets/wages as presented. Jeffery Shuttlesworth seconded, and the motion carried unanimously.

Unfinished/ Old Business

None.

Other Business

- **Authority Term Opening** – Donald Machamer moved to reappoint Barry Crosby for the opening on the Authority Board. Stephen Denkovich seconded, and the motion carried unanimously.
- **2026 Meeting Dates** – Stephen Denkovich moved to have Borough Council 2026 meeting on the First Monday of every month at 7:30; except for September which will be held the second Monday at 7:30 in observation of the Labor Day Holiday. Christopher Stroup seconded, and the motion carried unanimously.

Payment of Bills

Stephen Denkovich moved to approve payment of bills as presented. Donald Machamer seconded, and the motion carried unanimously.

Adjournment

Donald Machamer moved to adjourn. Stephen Denkovich seconded, and the motion carried unanimously. President Williard adjourned the meeting at 8:03pm.

NEXT MEETING Monday, February 2, 2026

“This institution is an equal opportunity provider and employer.”