# Westfall Township, Matamoras, PA

**September 18, 2025**

**Joint Meeting-Westfall Township and Matamoras Borough**

A Joint Meeting between the Westfall Township Board of Supervisors and the Matamoras Borough Council was held on Thursday, September 18, 2025, at 7:00 pm. The meeting was held at the Matamoras Borough Building at 10 Avenue I, Matamoras, PA 18336.

Those present were Chairman Robert Llewellyn, Vice Chairman Paul Schaldonat, Supervisors David Twiss and J. Bernard Swartwood, II; Westfall Township Secretary Kaitlin Hildebrandt; Matamoras Borough Secretary Marianne Brown; President of the Matamoras Borough Council Eric Kudrich, Vice President Mark Madsen, Councilmen Jon Maney, Harry Prey, Sean Alessandra; Eastern Pike Regional Police Department Chief, Chad Stewart; Eastern Pike Regional Police Department Assistant Chief, Eric Stewart; Eastern Pike Regional Secretary Barbara Gillette, Police Commission Member William Nealis and one (1) member of the general public. Police Commission member Lisa Salvato attended by telephone.

No Solicitor appeared on behalf of Westfall Township, Matamoras Borough or the Eastern Pike Regional Police Commission.

Eastern Pike Regional Police Department Chief Chad Stewart officiated the meeting.

Absent from the meeting were Supervisor Paul Fischer and Mayor Cory Homer.

The Pledge of Allegiance took place.

**AGENDA:** A motion was made by Councilman Maney to approve the agenda with the addition of under new business number two the Eastern Pike Regional Police Department Cost Sharring Split Discussion. The motion was seconded by Vice Chairman Madsen and carried with all in favor.

**PUBLIC COMMENT:** There was no public comment heard.

**NEW BUSINESS:**

1. **Eastern Pike Regional Police Department-Proposed 2026 Budget-Discussion:** Chief Stewart presented a proposed 2026 Eastern Pike Regional Police Department Budget to all members of the Westfall Township Board of Supervisors and the Matamoras Borough Council.

Supervisor Twiss inquired about budget line-item number 43 regarding fuel. It was discussed that the budget was increased for 2026 due to fluctuating gas prices, and the department being down several officers. The 2025 cost year to date for this item is not give an accurate portrayal of the costs due to staffing. Supervisor Twiss further inquired about budget line-item number 47 vehicle loans, and his belief that this budget item could be reduced by ten percent. The panel discussed grant applications for new cars being applied in alternating years by the Township and Borough, and that 2025 is currently a skip year for a grant. It was further discussed that the cost of outfitting the cars with radios, computers, lights, lettering, etc. is several thousand dollars. It was noted that the Township has currently applied for a Statewide LSA Grant for new radios.

 Vice President Madsen inquired if the budget ran with the calendar year, which Chief Stewart confirmed. He further inquired if based off of the 2024 budget and audit if the revenue was begin underestimated. It was explained by Assistant Chief Stewart that the revenue is hard to estimate, fluctuates year to year, and that the department has numerous bench warrants for unpaid fines. The amount of money received by the department was also discussed by Assistant Chief Stewart, that the fines were set in the 1970’s and that the department does not receive much money in fines, typically twelve dollars and fifty cents ($12.50).

 Vice President Madsen further inquired about the workers compensation insurance, budget line-item number 42. Chief Stewart stated that the department did not have any claims in 2024 and may receive a credit again. Credits are not reflected in income but go back into the line item for accounting purposes. He further inquired how many bank accounts the police department has. Chief Stewart stated that the department has three capital reserves, general funds, and a pension account.

 Vice President Madsen further reviewed the depreciating funds account, the amount the department has in savings, and in capital reserves. Chief Stewart stated that the department did not have $100,000.00 in savings. He further stated that the department had $41,000.00 in capital reserves. It was further discussed that the pension account is controlled by the State per Act 600. There was no further action taken on this agenda item.

1. **Eastern Pike Regional Police Department Cost Sharring Split Discussion:** Chairman Llewellyn stated that 70/30 split would be in effect for another year and suggested break out sessions to further discuss the upcoming contract renegotiation. It was also discussed at what point does the police budget become too costly for the Borough and Township to fund.

 Vice President Madsen stated that the Police budget makes up about half of the Boroughs yearly budget, with the Township also confirming it is the largest expense. There was discussion of a 75/25 split or changing the split by 1% yearly for a set time period. The growth of the area was discussed which included the 2020 census, at which time Westfall saw about a 34% population increase, and Matamoras saw about a 2.4% population increase. It was further noted that Pike County grew by about 4.6% per the 2020 census. The Borough members stated that the Borough has limited growth potential with very few undeveloped lots. There was also discussion of the possibility of the County reassessing property values.

 Vice President Madsen noted that a large cost in the polices budget was benefits, namely insurance. Assistant Chief Stewart stated that the insurance benefits were a major perk for the department to use during the hiring process, as the department is one of the lowest paying, and is unable to compete with the payrates of New York State and the County. He further noted that the Department has already had a difficult time with employee retention due to the pay and that removing or making drastic changes to the benefit package would have negative effects on the department.

 Supervisor Twiss inquired how many rental properties were in the Borough of Matamoras. Vice President Madsen stated that there were approximately 225 and that the Borough had just implemented a rental registration and inspection ordinance. Supervisor Twiss suggested increasing the Boroughs EIT tax from 1% to 2% to make up for any budgetary shortfalls.

 Vice President Madsen stated that the Police budget of $1,725,000.00 was equal to the budget for all of Matamoras Borough. He further stated that the police department is their largest expense, and that they receive no state funding towards the operation of the police department. Vice President Madsen further stated that he believed the budget for insurance would need to be increased as insurance premiums are expected to rise 16% - 18% in 2026. Chief Stewart stated that he was unable to obtain an insurance quote prior to this meeting, as numbers are not expected to be released until November.

 Councilmen Maney noted that Chief Stewart is expected to retire in 2026 which has increased the budget in some areas, such as the pay out of any unused paid time off. The capping of paid time off was discussed, as well as the union requirements with regard to this. Chief Stewart did confirm that there is a cap on paid time off and it is contractual with the union. Vice President Madsen stated that the Borough has rules regarding compounding time, the use of time, which is to prevent such pay outs to employees. He further inquired what the new pay scale will look like for the new Chief. Police Commission Member William Nealis stated that a pay scale had not yet been discussed, but the police commission handles these matters, and that the Chief must be paid at least 5% more than the highest employee.

 Supervisor Twiss again suggested raising the Boroughs EIT tax. He noted that passive income, such as the rent a landlord receives is not taxed. He believes the EIT should be raised to have renters pay their fair share toward services for the Borough. Supervisor Swartwood inquired about the Boroughs rental registration and if that information was being shared with their Berkheimer representative. The Borough noted that as of the meeting they had only received about 55 rental applications or 25% of the Borough. Vice President Madsen stated that the Borough is exploring all options for revenue and scrubbing expenses noting that the Borough no longer picks up garbage, and that the highway department is being managed by the water department.

 Supervisor Twiss inquired if Chief Stewart could trim 5% off the budget in order to become more efficient with costs. Chief Stewart noted that he did not yet have the insurance numbers for 2026, has taken an educated guess based on historical data, the actual number will not be released until November, and that there may be a larger increase than he was expecting. Chairman Llewellyn stated that Westfall Township was expecting a 6% increase to the budget, not the increase that has been proposed for 2026. It was further noted that a 5% decrease would remove $80,000.00 from the proposed budget. The Borough and Township discussed meeting towards the end of October to further review the budget and to see what reductions could be made. Chief Steward stated that he would work on refining the budget and provide possible meeting dates in October in the coming days. Chairman Llewellyn suggested meeting to discuss the cost share split in smaller groups to comply with the Sunshine Law in order to prepare for renegotiations next year. There was no further action taken on this agenda item.

**ADJOURNMENT:** The meeting was adjourned at approximately 7:54 p.m. by Vice President Mark Madsen

Respectfully Submitted,

Kaitlin Hildebrandt

Secretary