Huntingdon Borough Administrative Committee Meeting Minutes

The Huntingdon Borough Administrative Committee meeting was held in the Borough Conference Room, 530 Washington Street, Huntingdon, PA on Tuesday, August 5, 2025.

Members present were President James Bair, Vice-President David Fortson, Councilman David Wessels, Councilman Robert Jackson, Councilwoman DeeDee Brown, Councilwoman Jennifer Powell, Mayor Thomas Yoder, Borough Solicitor Richard Wilson, Borough Manager Chris Stevens and Borough Secretary Richard King.

Present by Teams meeting was Chief of Police Charles Streightiff.

Chairman James Bair called the Administrative Committee meeting to order at 5:30 PM.

There were no guest present to be recognized.

Chairman James Bair called on the mayor’s report.

Thomas Yoder said to Solicitor Richard Wilson that we will need an ordinance to change the 500, 600, and 700 block of Mifflin Street from Tuesday, 7:00 AM to 12:00 Noon to Tuesday, 5:00 AM to 8:00 AM.

President James Bair then said to Solicitor Richard Wilson that we will need to create a Mainstreet Manager Authority ordinance, by-laws etc.

There was a discussion on members being on this authority.

Borough Manager Chris Stevens said this will be a borough employee that is paid and will have benefits. Chris said that we will need to name this.

The committee suggested Huntingdon Borough Economic Development Authority.

Solicitor Richard Wilson said he would make this a commission instead of an authority.

There was a discussion on who would be on this commission. It was mentioned to have 3 councilmembers, 2 from Landmarks, 1 from Juniata College, 1 from the Chamber of Commerce or 1 from the Visitor’s Bureau.

Solicitor Richard Wilson said that an Authority is a separate entity, and a commission is by ordinance.

Solicitor Richard Wilson said that he will need some language to improve the grant verbiage.

Mayor Thomas Yoder said he would email Bill Arrowood for the information.

Solicitor Richard Wilson said that when he has prepared this he will send it out in draft for review.

Chairman James Bair called on the Borough Managers report.

Chris Stevens said you have in your packets the 2026 MMO for the Police Pension Plan that you will need to approve.

**The Administrative Committee recommends a motion to approve the 2026 MMO for the Police Pension Plan.**

Chairman James Bair called on old business.

There was nothing reported under old business.

Chairman James Bair called on new business.

Chairman James Bair said to look over the budget to see where we are.

**Executive Session was called at 5:45 PM to discuss personnel matters.**

**Executive Session ended at 5:54 PM.**

After no further business, the Administrative Committee meeting was adjourned at 5:55 PM.

Minutes submitted by,

Richard S. King  
Borough Secretary