

**BOROUGH OF PENNSBURY VILLAGE**  
**MINUTES – GENERAL MEETING**  
**August 13, 2019**

**I. CALL TO ORDER AND FLAG SALUTE**

President Barbara Sigler convened the meeting at 6:30 pm in the Pennsbury Village Community Room. A quorum was reached with the following members of Council present: Carolyn Waldner, Sharon Bennardo, Brenda George, Barbara Cinpinski, Ann Clay and Nicholas Honchar. Also present were Mayor Lucy Harper, Borough Manager Rae Carol Wolff, Borough Engineer Clint Reilly, Solicitor David DelGreco and Tax Collector Patricia Notaro.

**HEARING ON PARKING ORDINANCE**

David DelGreco opened a hearing on an Ordinance Amending Ordinance No. 48 of 1989 increasing the parking violation fine to \$25.00 and clarifying prohibited vehicle parking and stated that the Ordinance was advertised. He called for any public comments and resident Tom Doyle inquired as to the previous amount of the fine and why the \$10.00 increase. Mr. DelGreco responded that the fine was normal and in line with surrounding communities. Barbara Sigler stated that the hearing on the Parking Ordinance is now closed.

**HEARING ON ANNUAL INSPECTION ORDINANCE**

David DelGreco opened a hearing on an Ordinance Amending Ordinance No. 141 of 2018 revising the annual inspection and registration cost and revising the unit inspection requirement and stated that the Ordinance was advertised. He called for any public comments and resident Tom Doyle inquired as to who is required to have an inspection and how often do inspections occur. Mr. DelGreco responded that owners who rent their property are required to have an inspection once every 2 years, upon change of a tenant of a rental unit, or upon change of occupancy of a unit from owner occupied to rental unit. Barbara Sigler stated that the hearing on the Annual Inspection Ordinance is now closed.

**PROPOSAL FOR SNOW AND ICE REMOVAL SERVICES**

Barbara Sigler reported that the Borough advertised a proposal for bids for snow and ice removal for the upcoming 3 year winter season but received only 1 proposal submitted by the PVCA. David DelGreco reviewed PVCA's proposal and stated the following payment terms:

<u>2019-2020</u>		<u>2020- 2021</u>		<u>2021-2022</u>	
December 1	\$9,400	December 1	\$9,800	December 1	\$10,200
January 1	\$9,400	January 1	\$9,800	January 1	\$10,200
February 1	\$9,400	February 1	\$9,800	February 1	\$10,200
March 1	\$9,400	March 1	\$9,800	March 1	\$10,200
<b>TOTAL</b>	<b>\$37,600</b>	<b>TOTAL</b>	<b>\$39,200</b>	<b>TOTAL</b>	<b>\$40,800</b>

**THREE YEAR CONTRACT TOTAL \$117,600.**

Barbara Sigler stated that the cost of the monthly payments went up approximately \$1,200 per payment. There was some discussion regarding lack of interest on the request for proposal, use of the Borough's equipment for snow removal, liability insurance and increased salt costs.

## **II. PUBLIC COMMENT**

A resident inquired about reporting an incident that occurred two weeks ago to the police. Mayor Harper responded that incidents should be called into the police when they occur. The same resident also reported Borough Dumpsters No. 36 and 6 were being used by the Pennsbury Pub to dispose of restaurant trash resulting in the dumpsters being full and not available for resident use. Barbara Sigler stated that the Borough would investigate the matter.

## **III. OFFICIALS' REPORTS**

### ***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 24 police calls for the month of July 2019 with 1 suspicious person looking into kitchen windows of note. Residents were advised to lock their front windows when not at home. She also reported that Carnegie Borough has hired a new police officer, Officer Butler, who will be riding with Officer Cogar.

### ***PRESIDENT/VICE PRESIDENT - Barbara Sigler/Carolyn Waldner***

Barbara Sigler stated she had nothing to report. Carolyn Waldner stated she had nothing to report.

### ***MANAGER - Rae Carol Wolff***

Manager Rae Wolff reported several walk-ins from residents complaining about debris, dried wood, shrubs and vines on the hillside next to the Pub which they claimed were a fire hazard. She directed them to PVCA who is responsible for landscaping. She also reported receiving \$2,749.48 in cable franchise fees and that the Borough's 3 year Life & AD&D Policy is up for renewal at an annual rate of \$2,966.09.

### ***TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported that \$12,409.47 was received in real estate taxes in July 2019 with \$10,144.29 outstanding from 20 properties. There were \$820.00 in refuse fees collected in July 2019 with \$6,447.00 in outstanding fees. There were \$250.00 in lien fees collected.

### ***ACT 511 TAX COLLECTIONS - Rae Carol Wolff***

Rae Wolff reported \$6,709.94 in Earned Income Tax deposited in July 2019.

### ***ENGINEER - Clint Reilly***

Clint Reilly reported that the paving contractor has completed the road work and the Sewage Treatment Plant control panel has been replaced. Further, he met with Sonny Perry to examine the salt shed garage door, repairs are necessary and he obtained a bid from Precision Overhead Garage Door Service in the amount of \$4,517.00 which he recommended. Ann Clay raised some questions regarding the job warranty and Mr. Reilly was instructed to look into the matter.

### ***SOLICITOR - David DelGreco***

David DelGreco reported he obtained certified judgments for 2 habitual offenders who refuse to pay and is trying to determine the cost of taking them to Sheriff sale. He indicated that each judgment must be filed separately so offenders who have several judgments would be costly. The

matter needs to be researched and discussed further. He also reported that 3 or 4 refuse delinquencies could not be served and that 2 are in bankruptcy so action against them is stayed.

***PUBLIC WORKS - Carolyn Waldner and Nicholas Honchar***

Carolyn Waldner stated that she had nothing to report. Nicholas Honchar stated he had nothing to report.

***PARKS AND RECREATION - Nicholas Honchar and Sharon Bennardo***

Nicholas Honchar stated he had nothing to report. Sharon Bennardo stated that she has spoken with Bill Varley regarding the drainage issue along the back of the playground which washed mulch away. Mr. Varley raked the mulch along the wall and reported that raking would need to be done in the event of heavy rainfall.

***COMMUNITY AFFAIRS - Ann Clay and Barbara Cinpinski***

Ann Clay stated she had nothing to report. Barbara Cinpinski stated she had nothing to report.

***CONDO REPORT***

Rae Wolff reported that the PVCA Board meeting for August 2019 has been cancelled.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper stated she had nothing to report.

***FINANCE - Ann Clay***

The financials for July 2019 were given to Barbara Sigler and Ann Clay. Ann Clay stated that she had nothing to report.

***ADMINISTRATIVE CHAIRPERSON - Barbara Cinpinski***

Barbara Cinpinski stated that the Summer Newsletter will be delivered to residents the weekend of August 16, 2019.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George stated she had nothing to report.

***IV. MOTIONS***

The Minutes of the General Meeting of July 9, 2019 were adopted unanimously on a motion by Carolyn Waldner and seconded by Brenda George with Sharon Bennardo abstaining. The minutes of the July 23, 2019 Caucus Meeting were adopted unanimously on a motion by Sharon Bennardo and seconded by Barbara Cinpinski. Upon motion of Carolyn Waldner and seconded by Ann Clay, Council voted unanimously by roll call to accept Accounts Payable ending July 31, 2019 in the amount of \$20,555.99.

Barbara Sigler called for a motion to accept the PVCA Proposal for Snow and Ice Removal Services. Sharon Bennardo requested that the motion be tabled pending further review. Barbara Sigler, Nicholas Honchar and Mayor Harper are to reach out to Carnegie Borough to discuss potential snow removal services.

Barbara Sigler called for a motion to approve repair of the garage door at the salt storage shed by Precision Overhead Garage Door Service at a cost of \$4,517.00 contingent upon warranty status to be confirmed by Clint Reilly. Upon motion of Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously by roll call to accept the motion.

Barbara Sigler called for a motion to approve the Bid Acceptance and Articles of Agreement for salt purchase with Cargill, Inc. at a price of \$82.24 per ton. Upon motion of Carolyn Waldner and seconded by Sharon Bennardo, Council voted unanimously by roll call to approve the motion.

Barbara Sigler called for a motion to approve the renewal of the Borough's Employer Sponsored Life and AD&D Insurance at a rate of \$2,966.09. Upon motion of Barbara Cinpinski and seconded by Brenda George, Council voted unanimously by roll call to approve the motion.

Barbara Sigler called for approval of a Handicap Parking space for resident Arlene Connor. Upon Motion of Carolyn Waldner and seconded by Sharon Bennardo, Council voted unanimously to approve the motion.

Barbara Sigler called for a Motion to approve a "joint" Shred-It Event for Pennsbury Village, Rosslyn Farms and Carnegie Borough to be hosted by Pennsbury Village and sponsored by State Representative Anita Kulik. Upon Motion of Barbara Cinpinski and seconded by Nicholas Honchar, the motion carried 4 to 3 with Sharon Bennardo, Brenda George and Ann Clay opposing.

**V. OLD BUSINESS**

There was no old business.

**VI. NEW BUSINESS**

There was no new business.

**VII. ADJOURNMENT**

At 7:50 pm, on a motion by Carolyn Waldner and seconded by Sharon Bennardo, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff