

BOROUGH OF PENNSBURY VILLAGE
MINUTES – GENERAL MEETING
January 6, 2020

I. CALL TO ORDER AND FLAG SALUTE

President Steven Stecko convened the meeting at 6:45 pm in the Pennsbury Village Community Room. A quorum was reached with the following members of Council present: Carolyn Waldner, Brenda George and Nicholas Honchar. Also present were Mayor Lucy Harper, Borough Manager Rae Carol Wolff, Borough Engineer Clint Reilly, Solicitor Jonathan Kamin and Tax Collector Patricia Notaro. Barbara Sigler was not present.

II. PUBLIC COMMENT

None.

III. MINUTES AND ACCOUNTS PAYABLE

The Minutes of the General Meeting of December 10, 2019 were adopted unanimously on a motion by Carolyn Waldner and seconded by Barbara Cinpinski with Steve Stecko abstaining. There was no Caucus meeting in December 2019.

On a Motion by Barbara Cinpinski and seconded by Nicholas Honchar, Council voted unanimously by roll call to accept Accounts Payable ending December 31, 2019 in the amount of \$41,525.04 with Steve Stecko abstaining.

IV. OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Lucy Harper reported 19 police calls for the month of December 2019 with increased vacation checks of note. She also reported that solicitors from Verizon were escorted out of the community by PVCA employees.

PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George

Steve Stecko stated he had nothing to report. Brenda George stated she had nothing to report.

MANAGER - Rae Carol Wolff

Rae Wolff reported that she received a check for a POD extension from Kelly Madonia at 522 Carriage Circle for an additional 5 days until January 9, 2020. She also reported receiving a bill from Access Corporation for record storage in the amount of \$2,032.86. There was previous discussion by Ann Clay that the files would be reviewed to determine what could be destroyed but that has not occurred.

TAX COLLECTOR - Patricia Notaro

Patricia Notaro reported that \$995.67 was received in real estate taxes in December 2019 with \$3,121.32 outstanding from 6 properties and 5 being turned over to the Magistrate for delinquent

collection. There were no refuse fees or lien fees collected in December 2019 with \$4,487.00 in outstanding fees for years prior to 2019. Refuse bills for the year 2020 have been sent out and are starting to come in.

ACT 511 TAX COLLECTIONS - Rae Carol Wolff

Rae Wolff reported \$5,215.24 in Earned Income Tax deposited in December 2019.

ENGINEER - Clint Reilly

Clint Reilly stated he has nothing to report.

SOLICITOR – Jonathan Kamin

Jonathan Kamin stated he has nothing to report.

PUBLIC WORKS - Carolyn Waldner

Carolyn Waldner stated she had nothing to report. She requested that dumpster information be included in all newsletters since residents are constantly moving in and out of the community.

PARKS AND RECREATION - Nicholas Honchar

Nicholas Honchar stated he had nothing to report.

COMMUNITY AFFAIRS - Barbara Cinpinski

Barbara Cinpinski stated that she was working on the Winter Newsletter and will include a reminder for 2020 Pet Registration, the millage rate, refuse rate, and PSD number. The Newsletter will be ready to go out the weekend of January 17, 2020.

CONDO REPORT

The Condominium meeting is scheduled for January 15, 2020. Steve Stecko is scheduled to attend.

PUBLIC SAFETY - Lucy Harper

Mayor Harper reported the Borough is safe.

FINANCE - Nicholas Honchar

Nicholas Honchar reported that the Loan Committee has a meeting with Dollar Bank tomorrow and have sent them the financial information they required. Steve Stecko stated his research indicates the DCED standard for a Base Borrowing Certificate is approval of up to 250% of the prior 3 years' revenues or approximately \$1.3 million dollars. Nicholas Honchar also mentioned that Northwest Bank has requested interim year end financials for 2019 and he will contact Edie Yorke to obtain them.

ADMINISTRATIVE CHAIRPERSON - Barbara Cinpinski

Barbara Cinpinski stated that the newsletter needs to be updated. There was discussion regarding an incentive to get residents to read the newsletter. It was decided that an "I-Spy" Contest will be included in the newsletter wherein a resident would identify a misspelled word and submit it with their name and phone number on a clip sheet to the Borough. A clip sheet

will be pulled at the next General Meeting and the winner will obtain a \$10.00 gift card for a local merchant.

INFORMATION TECHNOLOGY - Brenda George

Brenda George stated she had nothing to report.

V. OLD BUSINESS

Barbara Cinpinski stated that a schedule was needed for Saturday Pet Registration. Following discussion, the schedule was set as follows: January 4 - Carolyn Waldner and Barbara Cinpinski; January 11 - Barbara Cinpinski and Brenda George; January 18 - Brenda George; and January 25 - Nicholas Honchar.

VI. NEW BUSINESS

Steve Stecko stated Ann Clay has resigned her position as Council Member effective December 27, 2019 and called for a motion to accept the resignation. Upon motion of Carolyn Waldner and seconded by Brenda George, Council voted unanimously to accept the resignation. There was discussion regarding declaring the position vacant and advertising the position. Council decided to continue the General Meeting until the vacancy has been advertised.

Mayor Harper reported that resident Evelyn Novak requested a handicap parking space in the vicinity of 1302 Pennsbury Boulevard. Steve Stecko called for a motion to approve the request and upon motion of Carolyn Waldner and seconded by Brenda George, Council voted unanimously to approve the motion.

There was some discussion regarding the 8 Phase Road Construction Project. Carolyn Waldner stated that Carriage Circle was most in need of repair and should be done in the Phase 1. Nicholas Honchar inquired as to whether the construction phases could be reconsidered since Pennsview Court has washed away in the middle of the road and is scheduled in Phase 2 with Pennsbury Boulevard. Clint Reilly stated that the phases could be reconsidered. Steve Stecko stated that Phases should not be reconsidered until we hear from the Banks regarding the loan.

VII. ADJOURNMENT

At 7:22 pm, on a motion by Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously to adjourn the meeting.

Respectfully submitted,
Rae Carol Wolff