

***BOROUGH OF PENNSBURY VILLAGE  
MINUTES – ZOOM GENERAL MEETING  
November 10, 2020***

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

President Steven Stecko convened the meeting at 6:30 pm via Zoom. A quorum was reached with the following members of Council present: Brenda George, Carolyn Waldner, Barbara Sigler, Barbara Cinpinski, Nicholas Honchar and Marita Haubrick. Also present were Mayor Lucy Harper, Borough Manager Rae Carol Wolff, Borough Engineer Clint Reilly, Solicitor J. J. Bolock, Tax Collector Patricia Notaro and Vacancy Board Member Maria Shamsi.

***II. PUBLIC COMMENT***

There was no public comment.

***III. APPROVAL OF MINUTES AND ACCOUNTS PAYABLE***

The Minutes of the General Meeting of October 13, 2020 and the Caucus Meeting of October 27, 2020 were tabled until the December 8, 2020 General Meeting to afford Council an opportunity to review them. Upon motion of Carolyn Waldner and seconded by Brenda George, Council voted unanimously by roll call to accept Accounts Payable ending October 31, 2020 in the amount of \$18,576.93.

***IV. OFFICIALS' REPORTS***

***MAYOR - Lucy Harper***

Mayor Harper reported the Police Call Report for the month of October 2020 is not available at this time and will be reported at the November 24 Caucus Meeting. She also stated that Halloween participation was low this year.

***PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George***

Steven Stecko stated he has nothing to report.

Brenda George stated she has nothing to report.

***MANAGER - Rae Carol Wolff***

Rae Wolff reported the new road signs have been received and installed by Steven Stecko. A "No Parking at any Time" and "No Skateboarding or Rollerblading" signs have yet to be installed. She also reported she is working on the Municipal Cares Reimbursement Form for Covid -19 expenses and is waiting for required backup information from Carnegie Manager Steve Bueter. She expects to file for reimbursement of \$20,000.00 tomorrow. The 2021 Borough Budget has been advertised in the November 12 and November 25 edition of Gazette 2.0 and posted on the office door. PVCA has reimbursed the Borough \$2,207.50 representing its share of the emergency waterline repair costs.

***TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported that \$1,429.71 was received in real estate taxes in September/October with \$8,723.28 outstanding from 15 properties. There were \$597.50 in refuse fees collected in

September/October 2020 with \$4,910.00 outstanding from 21 properties. Final notice letter have been sent to delinquent residents.

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

Rae Wolff reported \$3,639.11 in Earned Income Tax deposited in October 2020.

***ENGINEER - Clint Reilly***

Clint Reilly reported he had received a quote from Process Contracting Co. in the amount of \$900.00 for exercising 31 water valves in the water hydrants, plus an additional cost of \$25.00 each if they require cleaning. The work would be done early next week. Steve Stecko stated the total cost would be \$1,650.00, if all required cleaning, and called for a motion to approve the valve exercise and cleaning at a cost of approximately \$1,650.00. On motion of Marita Haubrick and seconded by Carolyn Waldner, Council voted unanimously by roll call to approve the motion.

***SOLICITOR – J. J. Bolock***

J. J. Bolock stated he has nothing to report.

***V. COMMITTEE REPORTS***

***PUBLIC WORKS - Carolyn Waldner***

Carolyn Waldner stated she has nothing to report.

***PARKS AND RECREATION - Marita Haubrick***

Marita Haubrick reported a potential issue at the playground due to mushroom growth and mulch thinning and said she would take a second look at it. Rae Wolff was instructed to ask PVCA to have workers rake up the mulch.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barbara Cinpinski stated that the Food Bank is not taking donations of goods this year due to Covid-19 but is accepting direct monetary donations. She is moving ahead with the Toys for Tots Program and plans on having residents deliver donations to the bottom of the steps in the Commercial Area on Saturday, November 21 from 11:00 am to 1:00 pm. Steve Stecko stated the military and Salvation Army should be contacted regarding picking up donations in the event Carnegie Borough is not participating.

***CONDO REPORT***

A PVCA Board meeting was scheduled for October 21, 2020 and was attended by Carolyn Waldner who provided Council with notes of the meeting.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper stated she has nothing to report.

***FINANCE - Nicholas Honchar***

Nicholas Honchar reported he has not received finalized financials.

***ADMINISTRATIVE CHAIRPERSON - Steven Stecko***

Steven Stecko reported that he is working with Allegheny County in an effort to obtain Covid-19 funds.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George stated she will post information regarding the Toys for Tots Program and Food Bank on the Borough website and Next Door App.

***VI. OLD BUSINESS***

None.

***VII. NEW BUSINESS***

Steven Stecko reported it will be necessary to advertise the Borough's 2021 General and Caucus Meeting dates and requested that J.J. Bolock prepare the notice. He also stated that Resolutions setting the 2021 millage rate and refuse fees must be prepared and requested that J.J. Bolock prepare them. Patricia Notaro reported that a resolution authorizing Jordan Tax Service to collect delinquent refuse fees is also needed and she will contact Jordan regarding the form to be used.

***VIII. OPEN DISCUSSION WITH COUNCIL***

Brenda George stated that a schedule for 2021 Pet Registration is needed.

Maria Shamsi inquired about a Blue Chevy Malibu parked in a carport which appears to be abandoned. Mayor Harper responded that the owner is in a nursing home but is scheduled to return home this week.

Patricia Notaro inquired as to whether a notice should be posted showing residents the form of the new refuse bill. Steven Stecko responded it should go out in a newsletter.

Rae Wolff stated that a \$20 gift card for Target has been donated by Phyllis Comer, the winner of the prior "I Spy" contest so a new contest should be included in the Winter Newsletter.

***IX. PUBLIC COMMENTS AND QUESTIONS***

There were no public comments or questions.

***X. ADJOURNMENT***

At 7:00 pm, on a motion by Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff