

**BOROUGH OF PENNSBURY VILLAGE
MINUTES – ZOOM GENERAL MEETING
October 13, 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, and Vacancy Board Member Maria Shamsi. Tax Collector Patricia Notaro was not present.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF MINUTES AND ACCOUNTS PAYABLE

The Minutes of the General Meeting of September 8, 2020 were adopted unanimously on a motion by Barbara Sigler and seconded by Brenda George. The Minutes of the Caucus Meeting of September 22, 2020 were adopted unanimously on a motion by Barbara Cinpinski and seconded by Carolyn Waldner. Upon motion of Nicholas Honchar and seconded by Brenda George, Council voted unanimously by roll call to accept Accounts Payable ending September 30, 2020 in the amount of \$224,959.42.

IV. OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Harper reported 17 police calls for the month of September 2020 with nothing of note. She also reported she received notice from the PA Game Commission of a bear sighting on Windhaven Road.

PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George

Steven Stecko stated he had nothing to report.

Brenda George stated she had nothing to report.

MANAGER - Rae Carol Wolff

Rae Wolff reported she has completed the Renewal Application for Public Officials Liability Insurance and submitted it to Henderson Brothers. She is waiting for a quote and hoping it will be received prior to the budget meeting.

TAX COLLECTOR - Patricia Notaro

Patricia Notaro was not present due to medical leave. Mayor Harper reported she is doing well and will be released from the hospital to a rehabilitation center this Thursday.

ACT 511 TAX COLLECTIONS - Rae Carol Wolff

Rae Wolff reported \$7,123.29 in Earned Income Tax deposited in September 2020.

ENGINEER - Clint Reilly

Clint Reilly reported he will submit 2021 budget numbers shortly. He stated he received a bid of approximately \$650 for testing and inspection of the Borough's hydrants from Process Contracting Co. and that is a good price. He also needs to get a bid for exercising the valves. Steven Stecko called for a motion to approve inspection, testing and exercising Borough hydrants and upon motion of Marita Haubrick and seconded by Carolyn Waldner, Council voted unanimously to approve the motion.

SOLICITOR – J. J. Bolock

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

V. COMMITTEE REPORTS

PUBLIC WORKS - Carolyn Waldner

Carolyn Waldner reported she has placed a call regarding issues with Dumpsters 34 and 25 to Waste Management. There was some discussion that Dumpster 4 is taller than others and the doors on Dumpster 5 are heavy metal and won't slide closed. Mayor Harper responded that Dumpster 4 may be taller because it services the Community Room which results in additional garbage when rented out.

PARKS AND RECREATION - Marita Haubrick

Marita Haubrick stated she had nothing to report.

COMMUNITY AFFAIRS - Barbara Cinpinski

Barbara Cinpinski reported she has researched a possible community cleanup day as suggested by resident Lori Martin. The City of Pittsburgh Annual Garbage Olympics was held on September 26 and is for City neighborhoods although the Borough could participate in the future. Since the Pittsburgh event has passed, the Borough could schedule a cleanup around Earth Day which is on Thursday, April 22, 2021.

CONDO REPORT

A PVCA Board meeting was scheduled for September 28, 2020 and was attended by Brenda George who provided the attached meeting notes.

PUBLIC SAFETY - Lucy Harper

Mayor Harper stated she had nothing to report.

FINANCE - Nicholas Honchar

Nicholas Honchar stated he had nothing to report.

ADMINISTRATIVE CHAIRPERSON - Steven Stecko

Steven Stecko stated he had nothing to report.

INFORMATION TECHNOLOGY - Brenda George

Brenda George reported she has posted Halloween information on the Borough website but did not post Election Day information since the location has not yet been confirmed by the Election Bureau.

FOOD TRUCK TUESDAYS - Cynthia Magri

Nicholas Honchar stated that Cynthia Magri reported that "Food Truck Tuesdays" are well attended and continue to be a success.

VI. OLD BUSINESS

Refuse Bids were opened by Steve Stecko who reported that 3 contractors had picked up Bid Proposals (Republic, Valley Waste and Waste Management) but only 2 submitted bids as follows:

<u>Valley Waste</u>	<u>Pickup Per Month</u>	<u>Additional Pickup</u>	<u>Blocked Pickup</u>	<u>Yearly Cost</u>	<u>HHW Unit</u>	<u>HHW Month</u>
Year						
2021 to 2022	\$4,070.00	\$125.00	\$125.00	\$58,240.00	\$1.15	\$575.00
2022 to 2023	\$4,192.00	\$129.00	\$129.00	\$59,964.00	\$1.18	\$590.00
2023 to 2024	\$4,317.53	\$133.00	\$133.00	\$61,730.36	\$1.21	\$605.00
2024 to 2025	<u>\$4,447.03</u>	<u>\$137.00</u>	<u>\$137.00</u>	<u>\$63,544.36</u>	<u>\$1.24</u>	<u>\$620.00</u>
Totals	\$204,318.72	\$20,960.00	\$20960.00	\$243,478.72	Total HHW \$2,390.00	

Cost Over 4 Years \$243,478.72

<u>Waste Mgmt</u>	<u>Pickup Per Month</u>	<u>Additional Pickup</u>	<u>Blocked Pickup</u>	<u>Yearly Cost</u>	<u>HHW Unit</u>	<u>HHW Month</u>
Year						
2021 to 2022	\$4,034.61	\$230.00	\$230.00	\$59,435.32	\$1.07	\$6,420.00
2022 to 2023	\$4,175.52	\$238.05	\$238.05	\$61,287.24	\$1.07	\$6,420.00
2023 to 2024	\$4,321.97	\$246.38	\$246.38	\$63,211.24	\$1.07	\$6,420.00
2024 to 2025	\$4,494.85	\$256.24	\$256.24	\$65,482.00	\$1.07	\$6,420.00
Totals	\$204,323.40	\$38,826.80	\$38,826.80	\$249,416.80	Total HHW \$25,680.00	

Cost Over 4 Years \$249,416.80

Following discussion, Steven Stecko stated Valley Waste Services is the low bidder and should be awarded the contract pending review and approval by the Borough Solicitor. The matter was then tabled until the November General Meeting.

VII. NEW BUSINESS

Clint Reilly reported he received a telephone call from the Department of Labor and Industry who want to conduct a 5 year audit of building inspections. Steve Stecko responded that it is important the Borough appoint a Building Code Official and Building Inspection Underwriters of PA, Inc. has submitted a proposal wherein they will have a set minimum charge for inspection (\$60.00 for residential and \$100.00 for commercial) and the resident will be responsible for paying the fee.

He recommended the Borough accept the BIU proposal but that it must be reviewed and approved by the Borough Solicitor. He called for a motion to enter into an Agreement with BIU for building inspection and code enforcement pending approval by Borough Solicitor and upon motion of Carolyn Waldner and seconded by Marita Haubrick, Council voted unanimously to approve the motion.

VIII. OPEN DISCUSSION WITH COUNCIL

Steven Stecko reported that he has looked into the past Holly Jolly Christmas lighting expense and believes it would be less expensive for the Borough to handle the holiday storage and decorating itself. He is willing to take on the responsibility himself but would require some help. He further stated he would like to add to entrance island decorations by the addition of 3 lighted deer on each island at a cost of approximately \$400.00. He called for a motion to approve the purchase and on motion of Marita Haubrick and seconded by Carolyn Waldner, Council voted unanimously to approve the motion.

Nicholas Honchar inquired as to whether 2 "Food Truck Tuesdays" could be added for October 27 and November 3 if vendors are available. Steven Stecko voiced concern over the opening of Pennsbury Station and advised him to proceed.

IX. PUBLIC COMMENTS AND QUESTIONS

There was no public comment or questions.

X. ADJOURNMENT

At 7:36 pm, on a motion by Nicholas Honchar and seconded by Barbara Sigler, Council voted unanimously to adjourn the meeting.

Respectfully submitted,
Rae Carol Wolff