

**BOROUGH OF PENNSBURY VILLAGE  
MINUTES – ZOOM GENERAL MEETING  
May 11, 2021**

***CALL TO ORDER AND FLAG SALUTE***

President Steven Stecko convened the General Meeting at 6:30 pm. 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, Tax Collector Patricia Notaro, Solicitor Christopher Voltz, and Vacancy Board Member Maria Shamsi.

***PUBLIC COMMENT***

None.

***MINUTES AND ACCOUNTS PAYABLE***

The Minutes of the General Meeting of April 13, 2021 were adopted unanimously on a motion by Carolyn Waldner and seconded by Brenda George. The minutes of the Caucus Meeting of April 27, 2021 were adopted unanimously on a motion by Barbara Sigler and seconded by Barbara Cinpinski.

Upon motion of Brenda George and seconded by Carolyn Waldner, Council voted unanimously by roll call to accept accounts payable ending April 30, 2021 in the amount of \$18,699.61.

***OFFICIALS' REPORTS***

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 8 police calls for the month of April 2021 with nothing of note. She stated the Borough received a check from Magistrate Kubistek in the amount of \$200.00 representing motor vehicle fines. The American Legion has indicated it will not be doing a flag ceremony this Memorial Day so Mayor Harper will be installing a wreath and flags in the Commercial Area.

***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 sent a confirmation letter to Cargill, Inc. and SHACOG notifying them of the Borough's intent to exercise the second year option of the salt contract with Cargill, Inc.

***TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported she received 48 real estate tax payments in April 2021 for a total of \$23,882.39 with 452 units outstanding. There were \$459.00 in refuse fees collected in April 2021 for a year to date total of \$59,670.00 with 42 properties outstanding. \$742.00 in late fees were collected.

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

The Borough Manager reported \$38.29 in Earned Income Tax deposited in the Northwest Bank Account and \$4,580.84 in the Dollar Bank account during the month of April 2021 for a total of \$4,619.13.

***ENGINEER - Clint Reilly***

Clint Reilly reported he obtained a work schedule from the road construction contractor. Work will begin May 24 and end approximately June 11. A preconstruction meeting will take place at the Borough on May 12. Traffic control and access will be discussed. Inspector Joe Stratikis and a NIRA Engineer will attend.

***SOLICITOR – Christopher Voltz***

Christopher Voltz stated he had nothing to report. He informed Council he is doing a Sunshine Law presentation on June 10, 2021 at 2:00 pm and invited them to attend.

***PUBLIC WORKS - Carolyn Waldner***

Carolyn Waldner stated she had nothing to report but inquired whether the same dumpster numbers and stickers would be on the new dumpsters. Steve Stecko responded the stickers were the same, he has picked them up and will begin installing them. He also reported he met with Ken, the refuse truck driver, and showed him around the Borough. Concern was expressed regarding a previously damaged wall near one of the dumpsters. Joe Orlich advised him that the driver has a counter to make sure all dumpsters are emptied. It is estimated the driver will be in and out within 2 hours.

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

Steven Stecko reported a bid of \$1,800.00 from Milnarcik Landscaping for clean up, weeding, raking and adding mulch to the playground. A lower cost alternative was purchasing wood mulch from Wood Waste Recycling, LLC which provided a lower bid of \$17.75 per cubic yard, with a 50 yard minimum, which may be shared with PVCA and/or stored.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barbara Cinpinski reported she attempted to contact State Representative Anita Kulik to request assistance in obtaining funds for tree replacement from Duquesne Light.

***CONDO REPORT***

The monthly PVCA Board Meeting is scheduled for Wednesday, May 21, 2021. Nicholas Honchar is scheduled to attend.

***PUBLIC SAFETY - Lucy Harper***

Mayor Lucy Harper stated she had nothing to report.

***FINANCE - Nicholas Honchar***

Nicholas Honchar reported he has reached out to Dollar Bank and they requested an audited financial statement in connection with the road construction loan. The report is in the process of being prepared.

***ADMINISTRATIVE CHAIRPERSON - Steven Stecko***

Steven Stecko stated he had nothing to report.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George reported she has posted election information on the Borough's website and Nextdoor App.

**OLD BUSINESS**

Steven Stecko reported the dumpster changeover was originally planned for Thursday April 29 but Waste Management scheduled it for Friday, Valley Waste Service was unable to change its schedule so a flyer was sent to residents prohibiting dumpster use from Thursday until Friday morning. There was 1 resident complaint on the Nextdoor App. There are 2 remaining Waste Management dumpsters in the community which will be removed shortly.

Steven Stecko reported there is a meeting on May 12, 2021 with the road construction contractor. It is anticipated that construction will begin May 24, 2021. He also stated the next Food Truck Tuesday will be held on May 25, 2021 by Fat Boy 412 who serves gyros and quesadilla. It should not interfere with construction. If a problem arises an alternate site on Community Court will be selected.

**NEW BUSINESS**

Steven Stecko asked for authorization for Clint Reilly to seek additional bids for necessary diffuser repairs at the Sewage Treatment Plant in an effort to avoid a public bidding process. The CWM Environmental bid proposal was slightly higher (\$21,393.00) than the amount requiring public bid and would increase the total cost. To avoid the bidding process, Clint Reilly suggested repairing 1 tank at a time. Following discussion, Council agreed and additional bids will be obtained within a month.

Steven Stecko called for a motion for ratification of the Borough's adoption of the Allegheny County Hazard Mitigation Plan which is necessary to receive FEMA funds. On motion of Carolyn Waldner and seconded by Marita Haubrick, Council voted unanimously to approve the motion.

Steven Stecko reported the Governor has called for the Covid-19 Emergency Declaration to end on May 31, 2021 but masks will still be worn. The June 8, 2021 General Meeting will be in person in the Community Room. Steven Stecko and Lucy Harper will work out plans for social distancing. Brenda George will post notice of the live meeting on the Borough's website and Rae Wolff will notify Lisa Dixon to resume Community Room reservations for the Borough meetings.

***OPEN DISCUSSION WITH COUNCIL***

None.

***PUBLIC COMMENTS AND QUESTIONS***

There was no public comment or questions.

***ADJOURNMENT***

At 7:15 pm, on a motion by Carolyn Waldner and seconded by Brenda George, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff