

***BOROUGH OF PENNSBURY VILLAGE  
MINUTES GENERAL MEETING  
October 12, 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 and Nicholas Honchar. Also present were Mayor Lucy Harper, Tax Collector Patricia Notaro, Borough Manager Rae Carol Wolff, Solicitor Christopher Voltz, Borough Engineer Clint Reilly, and Vacancy Board Member Maria Shamsi. Marita Haubrick was not present

***PUBLIC COMMENT***

Richard Douglas, resident and PVCA Board Member, inquired as to whether the Borough is looking into electric car charging stations due to the emergence of electric vehicles and suggested there may be government infrastructure funds available. Steven Stecko responded the issue was not researched due to public parking. He asked Christopher Voltz to research the issue and suggested that Council meet with the PVCA Board to discuss the matter.

***MINUTES AND ACCOUNTS PAYABLE***

The Minutes of the General Meeting of September 14, 2021 were adopted unanimously on a motion by Carolyn Waldner and seconded by Barbara Sigler. The minutes of the Caucus Meeting of September 28, 2021 were adopted unanimously on a motion by Brenda George and seconded by Barbara Cinpinski with Nicholas Honchar abstaining.

Upon motion of Carolyn Waldner and seconded by Nicholas Honchar, Council voted unanimously by roll call to accept accounts payable ending September 30, 2021 in the amount of \$57,587.50.

**OFFICIALS' REPORTS**

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 12 police calls for the month of September 2021 with nothing of note. She also provided Council with a new 3 year contract proposal from Carnegie Borough for police, fire and ambulance service.

***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 received a renewal notice for the Borough's 2021/2022 Liability Insurance Policy for a total cost of \$11,204.00, representing a premium increase of \$363.00. She also stated she received a notice from Scott Township EMS advising that some residents who paid for EMS Subscriptions received a second mailing. The matter has been corrected and residents should be notified to disregard the second notice. She also reported that she attended the SHACOG Salt meeting on October 13 and was informed that snowfall is expected to be normal during early winter but heavy in March. Cargill recommended that salt stores be kept high because shipping may be slow this season.

***TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported she received \$3,797.48 in real estate tax payments in September 2021 for a year to date total of 248,112.66 with 11 units outstanding. There were \$360.00 in refuse fees collected in September 2021 for a year to date total of \$61,880.00 with 24 properties outstanding. She also reported that changes in the tax software are necessary and requested payment of \$336.50 to Twin Hills Software. Steven Stecko called for a motion to approve the software changes and payment and upon motion of Brenda George and seconded by Nicholas Honchar, Council voted unanimously to approve the motion.

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

The Borough Manager reported \$6,614.95 in Earned Income Tax deposited in September 2021.

***ENGINEER - Clint Reilly***

Clint Reilly reported it is necessary to flush and inspect the fire hydrants and exercise the valves. He obtained a bid from Process Contracting in the amount of \$1,700.00. Steven Stecko called for a motion to approve the work and upon motion of Barbara Sigler and seconded by Carolyn Waldner, Council voted unanimously to approve the motion.

***SOLICITOR – Christopher Voltz***

Christopher Voltz stated he had nothing to report.

***PUBLIC WORKS - Carolyn Waldner***

Carolyn Waldner stated she had nothing to report.

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

Marita Haubrick was not present.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barbara Cinpinski reported the Fall Newsletter has been completed and will be delivered to residents. She also stated that with the help of State Representative Anita Kulik the Borough has received the tree purchase vouchers from Duquesne Light Company.

***CONDO REPORT***

The monthly PVCA Board Meeting is scheduled for Wednesday, October 20, 2021. Carolyn Waldner is scheduled to attend.

***PUBLIC SAFETY - Lucy Harper***

Lucy Harper reported Trick or Treating will take place on Sunday, October 31 from 6:00 to 8:00 pm with Carnegie Police patrolling the event.

***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 the Borough website is up to date and she has received cost proposals from Savvy Citizen.

## **OLD BUSINESS**

2021 Road Project Update: Installation of the fire hydrant on Community Court has been finished and the Porta-John removed from the site. Additional seeding and mulching are necessary before the project is complete.

Food Truck Tuesdays Update: 2 more food trucks are scheduled for October 19 and October 26.

STP Baffle Replacement Project Update: Waiting to receive materials for the job. Shipping date is scheduled for October 25. Work should be completed in mid November.

STP Waterline Project Update: 90% of the work is completed with waterline to be connected to the blower building remaining.

STP NPDES Permit - Permit Update: The Borough independent testing indicates that the receiving stream and Campbells Run are not adversely affected by the discharge from the Sewage Treatment Plant. The DEP has rejected our response. NIRA will send a new request asking for a 3 year study. Christopher Voltz will research overstepping by DEP.

Playground Storm Damage Update: Bid from Milnarcik Landscaping in the amount of \$1,920.00 for playground repair. Hold off repair work until spring due to budget concerns.

## ***NEW BUSINESS***

Renewal of Liability Insurance Policy: Steven Stecko called for a motion to renew the Borough's 2021/2022 Public Liability Insurance Policy for a total cost of \$11,204.00, representing a premium increase of \$363.00. Upon motion of Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously to approve the motion.

Agreement with Savvy Citizen for Public Notifications: Steve Stecko called for a motion to enter into a yearly public notification contract with Savvy Citizen at a cost of \$316.00 per year plus a \$100.00 1 time marketing fee. Upon motion of Barbara Sigler and seconded by Carolyn Waldner, Council voted unanimously to approve the motion.

Borough Budget Committee Meeting Schedule: A meeting of the Budget Committee is scheduled on October 23. Council is welcome to attend.

## ***OPEN DISCUSSION WITH COUNCIL***

Carolyn Waldner reported a king size mattress in a dumpster. The PVCA Helping Hands Program will remove furniture and bedding for residents at minimal cost. Chief Kennedy said to get a license plate number for anyone disposing of those types of items in Borough dumpsters.

## ***PUBLIC COMMENTS AND QUESTIONS***

None.

***ADJOURNMENT***

At 7:10 pm, on a motion by Barbara Cinpinski and seconded by Nicholas Honchar, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff