

**BOROUGH OF PENNSBURY VILLAGE
MINUTES GENERAL MEETING
JANUARY 3, 2022**

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 Cinpinski, Marita Haubrick, Nicholas Honchar and Maria Shamsi. Also present were Mayor Lucy Harper, Tax Collector Patricia Notaro, Borough Manager Rae Carol Wolff, Solicitor Christopher Voltz and Borough Engineer Clint Reilly.

PUBLIC COMMENT

None

MINUTES AND ACCOUNTS PAYABLE

The Minutes of the General Meeting of December 14, 2021 were adopted unanimously on a motion by Carolyn Waldner and seconded by Brenda George. There was no Caucus Meeting in December 2021.

Upon motion of Carolyn Waldner and seconded by Nicholas Honchar, Council voted unanimously by roll call to accept accounts payable ending December 31, 2021 in the amount of \$109,134.42.

OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Lucy Harper reported 481 police calls for the month of December 2021 with 315 patrol actions, 58 vacation checks and 39 traffic stops of note.

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 been released to return to work and has resumed her normal schedule. She reported 1 parking citation issued during the month of December 2021. She received notice of a premium audit of the Borough's Worker's Compensation Insurance Policy scheduled for January 5, 2021.

TAX COLLECTOR - Patricia Notaro

Patricia Notaro reported she received 2 real estate tax payments totaling \$1,129.67 in December 2021 for a year to date total of \$250,337.83 with 7 units outstanding for a total of \$3,587.58 with final notices sent. There were no refuse fees collected in December 2021 for a year to date total of \$62,920.00 with 16 units outstanding and final notices sent.

ACT 511 TAX COLLECTIONS - Rae Carol Wolff

The Borough Manager reported \$10,652.37 in Earned Income Tax deposited in the month of December 2021.

ENGINEER - Clint Reilly

Clint Reilly stated he had nothing to report.

SOLICITOR – Christopher Voltz

Christopher Voltz stated he had nothing to report.

PUBLIC WORKS - Carolyn Waldner

Carolyn Waldner stated she had nothing to report.

Steven Stecko reported a water line break near the catch basin. American Leak Detection pinpointed the leak within 1 inch and the repair will be made this week weather permitting.

PARKS AND RECREATION - Marita Haubrick

Marita Haubrick stated she had nothing to report.

COMMUNITY AFFAIRS - Barbara Cinpinski

Barbara Cinpinski reported she is looking into a possible grant for repairs to the playground. She mentioned it is time to begin working on the Winter Newsletter and requested that Council provide suggestions for inclusion.

CONDO REPORT

There was no PVCA Board Meeting scheduled in December due to the Annual Homeowners' Meeting.

PUBLIC SAFETY - Lucy Harper

Mayor Harper reported the community is safe.

FINANCE - Nicholas Honchar

Nicholas Honchar stated he had nothing to report.

ADMINISTRATIVE CHAIRPERSON - Steven Stecko

Steven Stecko reported the office is caught up and has been running smoothly,

INFORMATION TECHNOLOGY - Brenda George

Brenda George reported she is updating the Borough website and that Landlord/Tenant documents need updated.

OLD BUSINESS

STP Baffle Replacement Project Update: Clint Reilly reported the baffles replacement Project has not yet started.

STP NPDES Permit - Permit Update: Clint Reilly reported he has no update from the DEP.

NEW BUSINESS

Safety Inspection Program Expansion: Steven Stecko reported that the Borough is looking into an expansion of the Safety Inspection Program to include "new sales"

Absolve Real Estate Tax Collector for Collecting 2021 Taxes: Steven Stecko called for a motion to absolve Patricia Notaro from the collection of 2021 real estate taxes and upon motion of Carolyn Waldner and seconded by Brenda George, Council voted unanimously to approve the motion.

Transfer Unpaid 2021 Real Estate Taxes to Delinquent Collections: Steven Stecko called for a motion to transfer unpaid real estate taxes to Delinquent Tax Collector Jordan Tax Service and upon motion of Barbara Cinpinski and seconded by Brenda George, Council voted unanimously to approve the motion.

Transfer Unpaid 2021 Refuse Fees to Delinquent Collections: Steven Stecko called for a motion to transfer unpaid 2021 refuse fees to Delinquent Refuse Fee Collector Jordan Tax Service and upon motion of Marie Shamsi and seconded by Barbara Cinpinski, Council voted unanimously to approve the motion.

Advertise for Vacancy Board Member: Steven Stecko requested Council actively seek to fill the Vacancy Board position and instructed Barbara Cinpinski to advertise the position in the Winter Newsletter.

OPEN DISCUSSION WITH COUNCIL

None.

PUBLIC COMMENTS AND QUESTIONS

None.

ADJOURNMENT

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

Respectfully submitted,
Rae Carol Wolff