

**BOROUGH OF PENNSBURY VILLAGE  
MINUTES GENERAL MEETING  
November 9, 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, Marita Haubrick 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.

***PUBLIC COMMENT***

Resident Marylou Einloth requested a map of the community for use by the Landscaping Committee. Borough Engineer Clint Reilly responded he would look into the matter and determine what is available. He is aware there is a county "GIS Map". There was some discussion about the purpose and definition of a "yield" sign and whether that information should be included in a newsletter.

***MINUTES AND ACCOUNTS PAYABLE***

The Minutes of the General Meeting of October 12, 2021 were adopted unanimously on a motion by Barbara Sigler and seconded by Carolyn Waldner with Marita Haubrick abstaining. The minutes of the Caucus Meeting of October 26, 2021 were adopted unanimously on a motion by Brenda George and seconded by Marita Haubrick.

Upon motion of Marita Haubrick and seconded by Carolyn Waldner, Council voted unanimously by roll call to accept accounts payable ending October 31, 2021 in the amount of \$33,511.93.

**OFFICIALS' REPORTS**

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 312 police calls for the month of October 2021 with 188 patrol reports of note. Council was impressed that patrols have increased. Solicitor Christopher Voltz was given a copy of the Borough of Carnegie Emergency Services Agreement for review and approval prior to Council vote in December.

***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 7 parking citations were issued during the month of October 2021.

***TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported she received 1 real estate tax payment of \$571.20 in October 2021 for a year to date total of \$248,683.86 with 10 units outstanding and final notices sent. There were \$360.00 in refuse

fees collected in October 2021 for a year to date total of \$62,140.00 with 22 units outstanding and final notices sent.

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

The Borough Manager reported \$4,008.77 in Earned Income Tax deposited in the month of October 2021.

***ENGINEER - Clint Reilly***

Clint Reilly reported the firmware on the flow meter at the STP needs updated and calibrated. He requested authorization for the work to be performed by Advanced Instruments at a cost of \$795.00. Steven Stecko called for a motion to approve the work and upon motion of Carolyn Waldner and seconded by Marita Haubrick, Council voted unanimously by roll call to approve the motion.

He also reported that fire hydrant inspection, flushing and exercising the valves will take place in 2 weeks and the waterline break on Pennsview Court was successfully repaired.

***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 that the waterline repair went well. 2 gas lines had to be exposed and PVCA was advised. On November 5 a valve was shut off in a branch line and a shut off notice was delivered to residents.

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

Marita Haubrick stated she had nothing to report.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

An entry for the "I Spy" drawing was selected and resident Fred Zoller won a \$20 gift card from Red Robin.

Barbara Cinpinski reported that the Annual Toy and Food Drive would be held as a single event scheduled on Sunday, November 28 from 10:00 am to noon at the bottom of the steps in the Community Area. No toys will be accepted at the office due to Covid concerns.

***CONDO REPORT***

The monthly PVCA Board Meeting is not scheduled in November due to the Annual Homeowners' Meeting which is scheduled for Wednesday, November 24, 2021 at 6:30 pm at the Chartiers Country Club. A 25% quorum must attend and there will be no vote by ballot since Board Members are running unopposed.

***PUBLIC SAFETY - Lucy Harper***

Lucy Harper stated she had nothing to report.

***FINANCE - Nicholas Honchar***

Nicholas Honchar stated he had nothing to report.

***ADMINISTRATIVE CHAIRPERSON - Steven Stecko***

Steven Stecko reported the office is very busy. He appointed a Search Committee of Marita Haubrick, Chair, and Brenda George and Barbara Cinpinski, Members, for the Inspection Coordinator position recently vacated by Molly Vitale.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George reported the marketing materials for Savvy Citizen have been received and distributed but the signs need to be displayed. 178 residents have registered for the app to date.

**OLD BUSINESS**

**2021 Road Project Update:**

The restoration work on the road project has been completed and Clint Reilly has received Progress Payment Request No. 4 (Final) in the amount of \$24,865.87 from C. H. & D. Enterprises, Inc. and has approved payment.

**2022 Road Project Update:**

The Budget Committee met and determined the 2022 Road Project should be delayed 1 year due to unanticipated costs related to the DEP Notice of Changing Standards.

**STP Baffle Replacement Project Update:**

Still waiting for baffle parts which have a ship date of November 18. 1 tank will be replaced each year. Covid relief funds will be used for the project.

**STP Waterline Project Update:**

In Progress.

**STP NPDES Permit - Permit Update:**

Engineer Clint Reilly received an email yesterday from the DEP advising that the DEP regulation changes have been advertised and there is a period of time set for public response.

***NEW BUSINESS***

**Advertise Borough Budget**

The Budget Committee met and presented Council with the 2022 Proposed Budget. Steven Stecko called for a motion to advertise the Budget. Upon motion of Nicholas Honchar and seconded by Barbara Cinpinski, Council voted unanimously by roll call to approve the motion.

***OPEN DISCUSSION WITH COUNCIL***

None.

***PUBLIC COMMENTS AND QUESTIONS***

Resident Robert Seifert reported the basketball court is being used as a dog park by residents who take their dogs in and close the gate so pets may run free. He requested that a "No Pets Allowed" sign be posted and the gates locked.

*ADJOURNMENT*

Steven Stecko called for an Executive Session after which the meeting will adjourn. At 7:30 pm, on a motion by Barbara Sigler and seconded by Carolyn Waldner, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff