

**BOROUGH OF PENNSBURY VILLAGE  
MINUTES GENERAL MEETING  
APRIL 12, 2022**

***I. 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.

***II. PUBLIC COMMENT***

None.

***III. MINUTES AND ACCOUNTS PAYABLE***

The Minutes of the General Meeting of March 8, 2022 were adopted unanimously on motion of Carolyn Waldner and seconded by Marita Haubrick. The Minutes of the Caucus Meeting of March 22, 2022 were adopted unanimously on motion of Barbara Cinpinski and seconded by Maria Shamsi.

Upon motion of Brenda George and seconded by Marita Haubrick, Council voted unanimously by roll call to accept accounts payable ending March 31, 2022 the amount of \$30,966.85.

***IV. OFFICIALS' REPORTS***

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 525 police calls for the month of March 2022 with 347 patrol actions, 13 traffic stops and 62 traffic targets of note.

***PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George***

Steven Stecko deferred his report until later.

Brenda George stated she had nothing to report.

***MANAGER - Rae Carol Wolff***

Rae Wolff reported receiving notice of the Borough's liquid fuels allocation payment to be deposited on April 14, 2027 in the amount of \$16,916.74, as well as a deposit of \$4,177.25 in real estate transfer taxes. There were 2 paid pet registrations in April.

***REAL ESTATE TAX COLLECTOR - Patricia Notaro***

Patricia Notaro reported the real estate tax bills have been mailed out and payments are beginning to come in.

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

The Borough Manager reported \$10,668.29 in Earned Income Tax deposited in the month of March 2022.

***REFUSE FEE COLLECTOR:***

There were \$3,220.00 refuse fees collected in March 2022 and \$330. 00 in late fees for a total of \$3,550.00. Year to date refuse fees collected are \$60,750.00 with 67 units outstanding.

***ENGINEER - Clint Reilly***

Clint Reilly reported he received notice from PA American Water regarding required testing of the backflow assembly. He requested permission to authorize Lakewood Mechanical Testing to perform the testing at a cost of \$175.00. Upon motion of Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously by roll call to approve the motion.

He further reported Kramer General Contracting has completed replacing 72' feet of collapsed pipe and tie wall at the maintenance building and Process Contracting Company is currently replacing the 8" blower pipe at the Sewage Treatment Plant.

***SOLICITOR – Christopher Voltz***

Christopher Voltz reported he is working on a disruptive tenant ordinance and potential inspection upon sale ordinance. Stevn Stecko stated he would provide Council with the revised ordinances upon receipt. There was some discussion concerning check signing authority and Christopher Voltz stated that checks may be signed by the President, Vice President and any pre-approved officer. The matter will be discussed at a future Caucus Meeting.

***V. COMMITTEE REPORTS***

***PUBLIC WORKS - Steven Stecko***

Steven Stecko stated he had nothing to report. Carolyn Waldner reported she received a resident complaint concerning toilets in the dumpsters and full dumpsters. She inspected Dumpster Nos. 26, 27, 28 and 29 located a toilet and styrofoam boxes but the dumpsters were not full.

***PARKS AND RECREATION - Maria Shamsi***

Maria Shamsi reported on a meeting with Steven Stecko and Barbara Cinpinski to review potential playground grants. It was determined that PA State had a grant requiring a 15% match contribution by the Borough and Allegheny County had a grant which required zero percentage contribution but had a short deadline and required a great deal of information, plans and drawing. It was determined that the playground should have minor remedial repairs so that it could be reopened. Clint Reilly will need to prepare plans and drawings so grant opportunities can be looked into next year.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barbara Cinpinski reported she is working on the Spring Newsletter and asked Council provide her with suggestions to be included.

***CONDO REPORT***

The regular monthly PVCA Board Meeting is scheduled for April 20, 2022. Marita Haubrick is scheduled to attend.

***SAFETY INSPECTION - Marita Haubrick***

Marita Haubrick reported a second letter to non compliant landlords was mailed out on April 5, 2022.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper reported Borough is getting extra police patrols and the officers are walking the community.

***FINANCE - Nicholas Honchar***

Nicholas Honchar stated he had nothing to report but said he would contact Steve Buter regarding Carnegie Borough's billing for police services.

***ADMINISTRATIVE CHAIRPERSON - Steven Stecko***

Steven Stecko stated he had nothing to report.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George reported she has placed information regarding the primary elections on the Borough's website.

**VI. OLD BUSINESS**

STP Baffle Replacement Project Update: The baffle replacement work is 95% complete. The tanks were drained, cleaned and the diffuser membrane replaced. The tank is in good shape.

STP NPDES Permit - Permit Update: A new permit was granted which allows the Borough 2 years to update oxygen levels.

Safety Inspection Program Expansion Update: The ordinance is being reviewed and revised.

Vacancy Board Member Replacement Update: The advertisement was revised and will be advertised a second time and posted on Savvy Citizen. Applications are due prior to the May Caucus Meeting. If submitted after the deadline, applications will be considered through the end of May.

2022 Road Repair Project: Clint Reilly has inspected the road, marked areas in need of repair and is preparing a cost estimate. The road to the Sewage Treatment Plant requires repair and is the largest area.

**VII. NEW BUSINESS**

Emergency Storm Sewer Water Pipe Repair: There was a storm sewer pipe failure in the area of the maintenance building above the sewage treatment plant. The pipe failed where it goes underneath the maintenance building road leading up to the building and rotting out the railroad tie wall. There is a 4'

sinkhole beneath the blown out section of wall. The sewer line has collapsed and could lead to collapse of part of the roadway.

Clint Reilly has received 3 bids as follows: Ben Kramer Construction - \$13,800; Gary Mancini Construction - \$14,898; and Process Contracting Company - \$17,840 and recommends the low bidder Ben Kramer Construction. They have performed waterline repairs in the past and may be utilized in the future.

Steven Stecko informed Council of the emergency nature of the work, emailed them paper work and photographs and requested a "Consensus of Council" in order to immediately proceed with the repair. Council agreed. Steven Stecko called for a motion to ratify the Consensus of Council and upon motion of Marita Haubrick and seconded by Carolyn Waldner, Council ratified the motion.

***VIII. OPEN DISCUSSION WITH COUNCIL***

None.

***IX. PUBLIC COMMENTS AND QUESTIONS***

None.

***X. ADJOURNMENT***

At 7:05 pm, on a motion by Carolyn Waldner and seconded by Brenda George, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff