

BOROUGH OF PENNSBURY VILLAGE
MINUTES GENERAL MEETING
September 13, 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, Marita Haubrick, Nicholas Honchar and Maria Shamsi. Also present were Mayor Lucy Harper, Tax Collector Patricia Notaro, Borough Manager Rae Carol Wolff, Engineer Clint Reilly and Solicitor Christopher Voltz.

II. PUBLIC COMMENT

Resident Michelle Varley brought to Council's attention that dumpsters are emptied on Thursday and by Monday morning are full. She also requested residents be sent a notice that dogs must be kept on a leash at all times and more "No Skateboarding" signs should be posted along Carriage Circle. Resident Joseph Barker reported that non residents are coming into the community and putting trash in the dumpsters. Resident Kim Cook stated that residents should be looking out for non residents using the dumpsters, taking their license plate numbers and reporting it.

III. MINUTES AND ACCOUNTS PAYABLE

The Minutes of the General Meeting of August 9, 2022 were adopted unanimously on motion of Carolyn Waldner and seconded by Brenda George. The Minutes of the Caucus Meeting of August 23, 2022 were adopted unanimously on Motion of Maria Shamsi and seconded by Barbara Cinpinski with Carolyn Waldner abstaining. Upon motion of Nicholas Honchar and seconded by Marita Haubrick, Council voted unanimously by roll call to accept accounts payable ending August 31, 2022 the amount of \$23,980.01.

IV. OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Lucy Harper reported 367 police calls for the month of August 2022 with the following of note: 301 patrol actions, 21 foot patrols, 7 traffic stops and 23 traffic targets.

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 the Borough has been inundated with stinging insects this year and has been advised by Lori Carelle that Erlich Pest Control has been called 8 times for stinging insect. Yesterday Erlich spent 6 hours walking around searching for buried nests in the community. A Carnegie Patrol Officer, a restaurant worker and a resident have reported being stung at the top of the ramp on the side of the restaurant. She also stated the Borough has received a 2nd payment from the American Rescue Plan Act in the amount of \$34,282.55.

EAL ESTATE TAX COLLECTOR - Patricia Notaro

Patricia Notaro reported she received 19 real estate tax payments totaling \$10,868.64 in August 2022 for a year to date total of \$257,504.86 with 16 units outstanding for a total of \$10,879.76 face value.

ACT 511 TAX COLLECTIONS - Rae Carol Wolff

The Borough Manager reported \$25,376.72 in Earned Income Tax deposited in the month of August 2022.

REFUSE FEE COLLECTOR:

There was \$140.00 in refuse fees collected in August 2022 with a \$15.00 late fee with 33 units outstanding.

ENGINEER - Clint Reilly

Clint Reilly deferred his report to old business.

SOLICITOR – Christopher Voltz

Christopher Voltz reported he has reviewed the Memorandum of Understanding between Carlynton School District and the Borough and provided Council with a marked up copy of the document with his suggested changes.

V. COMMITTEE REPORTS

PUBLIC WORKS - Steven Stecko

Steven Stecko reported there was a minor problem at the Sewage Treatment Plant and it was necessary to contact CWM Environmental. There was a miss-configuration and the system had to be reprogrammed. It is now fully automatic and operating at maximum capacity.

PARKS AND RECREATION - Maria Shamsi

Maria Shamsi reported the entrance island is full of weeds again and needs serviced. Steven Stecko responded that a fall cleanup is due and weeds will be addressed at that time.

COMMUNITY AFFAIRS - Barbara Cinpinski

Barbara Cinpinski reported that the Fall Newsletter is completed and is going out this week. Steve Stecko responded that Valley Waste Services is preparing waste flyers and will be delivering them to the Borough for delivery to residents with the newsletter.

CONDO REPORT

The regular monthly PVCA Board Meeting is scheduled for August 17, 2022. Brenda George is scheduled to attend.

SAFETY INSPECTION - Marita Haubrick

Marita Haubrick reported Christopher Volpe has drafted a letter to be sent to delinquent landlords but instructed it should be sent out on Borough stationery,

PUBLIC SAFETY - Lucy Harper

Mayor Harper stated she had nothing to report.

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.

VI. OLD BUSINESS

STP NPDES Permit - Project Update: Clint Reilly reported he is almost ready to submit new drawings for the Sewage Treatment Plant. The structural engineer requested soil bearing testing where the additional tanks will be located to determine what the tanks will be resting on and if that soil can bear the load. He obtained 3 proposals and recommended low bidder Artuso CEC to do the work at a price of \$5,550.00. Steven Stecko called for a motion to accept the bid and upon motion of Marita Haubrick and seconded by Brenda George, Council voted unanimously by roll call to approve the motion. He also reported a proposal from Atlantic Engineering Services (AES) for design of repairs to existing concrete tanks and design of new concrete tanks for a total of \$12,300.00. Steven Stecko called for a motion to accept the bid and upon and upon motion of Marita Haubrick and seconded by Nicholas Honchar, Council voted unanimously by roll call to approve the motion.

2023 Road Repair Project - Update: Clint Reilly is preparing cost estimates. The cost of asphalt is very high due to oil prices.

Snow Removal Contract RFP: Steven Stecko reported only 1 proposal for a 3 year snow removal contract was received from PVCA at a cost of 2022 - 2023 \$29,458.00; 2023 - 2024 \$30,341.00 and 2024 - 2025 \$31,252 for a total 3 year cost of \$91,051.00 which he believed was a good deal. He called for a motion to approve the proposal and upon motion of Carolyn Waldner and seconded by Barbara Cinpinski, Council voted unanimously by roll call to approve the motion.

2023 Budget Planning Update: Budget meetings are scheduled for October 22 and November 5, 2022 from 9:00 am till noon.

Playground Grant Update: Still waiting to hear from PA State Representative Anita Kulik.

VII. NEW BUSINESS

Carlynton High School Safety Zone MOU: A copy of the MOU was given to Solicitor Christopher Voltz for review and comment. He requested several minor changes and gave his approval if the changes were made.

Mayor Harper reported that she was approached by the Superintendent of Carlynton School District who want to have the Borough used as a Safe Zone for the Middle/High School Incident Action Plan. The state requires this of all school districts. It will involve police, fire, ambulance and Emergency Management Directors. The school will bring the students across Baldwin Road and up the entranceway

way onto Community Court and the tennis courts. The basketball court will be used as a triage and there will be 3 nurses, the Borough Office would be used for administrative purposes . There was much discussion regarding protocol. A practice drill is scheduled for September 21, 2022 at 9:15 am and residents will be given notice. In the event of a real emergency the Borough would be shut down but buses will be let in to remove the students who will be dismissed to their parents at a location in Carnegie. Baldwin Road and Kings Highway would be closed to traffic.

Steven Stecko called for a motion to approve entering into the MOU with Carlynton School District and upon motion of Maria Shamsi and seconded by Carolyn Waldner, Council voted unanimously to approve the motion

VIII. OPEN DISCUSSION WITH COUNCIL

None.

IX. PUBLIC COMMENTS AND QUESTIONS

Kim Cook inquired about the reopening of Campbells Run Road which is currently scheduled to reopen in early November. The Parkway ramp is scheduled to reopen in October.

X. ADJOURNMENT

At 7:30 pm, on a motion by Barbara Cinpinski and seconded by Maris Shamsi, Council voted unanimously to adjourn the meeting.

Respectfully submitted,
Rae Carol Wolff