

**BOROUGH OF PENNSBURY VILLAGE**  
**Pennsbury Village Community Room**  
**December 13, 2022**

**BUDGET HEARING 6:15 PM**

**2023 Budget Review and Public Comments**

Steven Stecko reported the 2023 Budget was legally advertised. He stated the equity balance was \$100,000.00 for the year 2022, plus projected revenue for 2023 of \$1,090,200.00, for a total of \$1,190,200.00. The 2023 projected expenses are \$1,190,200.00 balancing the budget.

**Public Comments**

There were no public comments.

**Adjournment**

At 6:20 pm, on a motion by Marita Haubrick and seconded by Brenda George, Council voted unanimously to adjourn the budget hearing.

**GENERAL MEETING 6:30 PM**

***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, Barbara Cinpinski, Marita Haubrick, Nicholas Honchar and Maria Shamsi. Also present were Mayor Lucy Harper, Borough Manager Rae Carol Wolff, Engineer Clint Reilly and Solicitor Christopher Voltz. Tax Collector Patricia Notaro and Council Member Carolyn Waldner were not present.

***II. PUBLIC COMMENT***

There were no public comments.

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

The Minutes of the General Meeting of November 8, 2022 were adopted unanimously on motion of Marita Haubrick and seconded by Barbara Cinpinski. The Minutes of the Caucus Meeting of November 22, 2022 were adopted unanimously on Motion of Brenda George and seconded by Maria Shamsi with Stephen Stecko abstaining. Upon motion of Nicholas Honchar and seconded by Barbara Cinpinski, Council voted unanimously by roll call to accept accounts payable ending November 30, 2022 the amount of \$40,407.25.

***IV. OFFICIALS' REPORTS***

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 402 police calls for the month of November 2022 with the following of note: 12 vacation checks, 298 patrol actions, 20 foot patrols, 12 business checks, 5 traffic stops and 42 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 receiving notice of 4 Allegheny County real estate transfers. 1 was exempt from transfer tax and the remaining 3 resulted in a deposit of \$2,356.41. She also stated that she ordered the fire hydrant signs from Precision Signs and contacted J.P. Cooke Company to check on the Borough's 2023 pet registration tag order and was advised that they should be received prior to Christmas. In addition, the PA Department of Labor & Industry, State Workers' Compensation Fund, will be conducting an annual audit of the Borough's payroll records in the Borough Office on Thursday, December 15, 2022.

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

Patricia Notaro reported she received 3 real estate tax payments totaling \$1,875.19 in November 2022 for a year to date total of \$271,080.28 with 10 units outstanding for a total of \$6,318.73. Final notices were sent out in November.

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

The Borough Manager reported \$24,418.13 in Earned Income Tax deposited in the month of November 2022.

***REFUSE FEE COLLECTOR:***

There were no refuse fees collected in November 2022 but 1 check was received for December deposit. A year to date total of \$66,360.00 was collected with 27 units outstanding. Final Notices were sent out in November.

***ENGINEER - Clint Reilly***

Clint Reilly stated he had nothing to report.

***SOLICITOR – Christopher Voltz***

Christopher Voltz stated he had nothing to report.

***V. COMMITTEE REPORTS***

***PUBLIC WORKS - Steven Stecko***

Steven Stecko reported a resident notified him of a downed power line at the double carport. A steel cable and copper wires were downed by an oversized truck. The police notified Duquesne Light of the downed line and they responded within an hour.

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

Maria Shamsi reported Pennsbury Station was having a 50/50 raffle for the benefit of a playground improvement fund and the drawing will be held on New Year's eve.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barbara Cinpinski reported she is working on the Winter Newsletter and inquired whether Counsel had any suggestions for inclusion. Marita Haubrick responded that residents should be instructed to call 911 rather than Mayor Harper in the event of an emergency.

### ***CONDO REPORT***

There was no regular monthly PVCA Board Meeting scheduled in November 2022 due to the Annual Homeowners' Meeting scheduled for November 16, 2022.

### ***PUBLIC SAFETY - Lucy Harper***

Mayor Harper stated she had nothing to report.

### ***FINANCE - Nicholas Honchar***

Nicholas Honchar stated he had nothing to report.

### ***SAFETY INSPECTION/ADMINISTRATIVE - Marita Haubrick***

Marita Haubrick stated she had nothing to report.

### ***INFORMATION TECHNOLOGY - Brenda George***

Brenda George reported the website has been updated with the 2023 tax millage and garbage fee.

## **VI. OLD BUSINESS**

STP NPDES - Project Update - Grant Update: The Borough received an email from the DEP asking questions which need response.

2023 Road Repair Project - Update: The project was out on hold until February.

Playground Grant Update: The grant request will be submitted by NIRA next week.

## **VII. NEW BUSINESS**

Steven Stecko called for a motion to adopt Resolution No. 175 of 2022 adopting the advertised 2023 Borough Budget in the total amount of \$1,190,200.00. Upon motion of Nicholas Honchar and seconded by Marita Haubrick, Council voted unanimously by roll call to approve the motion.

Steven Stecko called for a motion to adopt Ordinance 152 fixing the 2023 Tax Rate at 6.40 mills and upon motion of Maria Shamsi and seconded by Barbara Cinpinski, Council voted unanimously by roll call to approve the motion.

Steven Stecko called for a motion to adopt a Resolution No. 176 fixing the 2023 Refuse Fee at \$145.00 and upon motion of Brenda George and seconded by Nicholas Honchar, Council voted unanimously by roll call to approve the motion.

Steven Stecko called for a motion to adopt Ordinance 151 Adopting Act 57 of 2022 of the PA General Assembly and upon motion of Marita Haubrick and seconded by Brenda George, Council voted unanimously by roll call to approve the motion.

Steven Stecko called for a motion to cancel the December 27, 2022 Caucus Meeting and upon motion of Maria Shamsi and seconded by Barbara Cinpinski, Council voted unanimously by roll call to approve the motion.

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

Mayor Harper reported that Lori Carelle inquired as to whether Borough Caucus Meetings would be held in the PVCA Community Room and responded that General Meetings would continue to be held in the Community Room and Caucus Meetings would return to the Borough Office.

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

There was no public comment.

***X. ADJOURNMENT***

At 7:00 pm, on a motion by Marita Haubrick and seconded by Brenda George, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Rae Carol Wolff