

BOROUGH OF PENNSBURY VILLAGE
MINUTES GENERAL MEETING
Pennsbury Village Community Room
November 14, 2023

I. CALL TO ORDER AND FLAG SALUTE

President Steven Stecko convened the General Meeting at 6:31 pm. A quorum was reached with the following members of Council present: Brenda George, Vic Carelle, Marita Haubrick, Nicholas Honchar. Also present were Mayor Lucy Harper, Borough Manager Bob Wable, Solicitor Christopher Voltz, and Engineer Clint Reilly. Board members Barb Cinpinski and Carolyn Waldner were unavailable to attend. Steve Stecko informed the board that he has spoken with Board member Carolyn Waldner, who is doing well.

II. PUBLIC COMMENT

Rhonda Mack of 1248 Pennsbury Blvd confirmed the date of the upcoming Toy/Food Drive as Sunday, December 3rd from 10:00 am to Noon. In addition, Mary Brunner of 1300 Pennsbury Blvd questioned the status of the Pennsbury Village trash recycling program. Mayor Harper and Steve Stecko explained the recycling program was discontinued years ago since many residents were not following the recycling rules, resulting in the contamination of the recycling bins with noncompliance items. This was very costly to the Borough and at this time there are no plans to reinstate the recycling program.

III. MINUTES AND ACCOUNTS PAYABLE

The Minutes of the October 10, 2023 General Meeting were adopted unanimously on a motion by Vic Carelle and seconded by Brenda George. The Minutes of the October 24, 2023 Caucus Meeting were adopted on motion by Marita Haubrick and seconded by Brenda George, with Nick Honchar abstaining. Upon motion by Marita Haubrick and seconded by Vic Carelle, Council voted unanimously to approve the Accounts Payable ending October 31, 2023 in the amount of \$39,920.53.

IV. OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Lucy Harper reported 340 police calls for the month of October, 2023 with the following of note:

Description	Number of Occurrences
Burglary - No Force - Non Residence UNK	1
Fraud	0
Custody	1
Noise/Loud Music	1
Lockout	1

Crossing Guard Post	1
Traffic/Parking Problem	1
Patrol Action - Pennsbury Patrol	296
Patrol Action - Foot Patrol	3
Patrol Action - Business Check	10
Patrol Action - Welfare Check	3
Follow-up Information	1
J-Net Driving Record Check	1
Traffic Stop	2
Traffic Target	18
TOTAL`	340

PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George

Steven Stecko - No Report

Brenda George - No Report

MANAGER - Bob Wable

Bob Wable inquired whether the Board would still like to pursue the Dollar Bank Positive Pay product, which would allow Pennsbury to communicate to Dollar Bank via online information regarding written checks (i.e., Check Number, Dollar Amount, Payee, etc) issued by the Borough. When the checks are eventually presented for payment, Dollar Bank Positive Pay system will compare the check information to the information we supplied to Dollar and will pay the check if no discrepancies were identified. The main concern with this product is some inconveniences to the approval process of the data input into Dollar Banks Positive Pay system by Bob Wable by the second Check Signer. After some discussion, the board agreed to only pursue at this time the ACH Product offered by Dollar Bank. Nick Honchar volunteered to assist Bob Wable in getting the ACH process organized and functional. Finally, Bob Wable requested 2023 vacation days of Tuesday, December 26 and Tuesday, January 2, 2024, but still plans to attend the reorganization meeting to be held the evening of January 2nd, 2024, and will check phone messages and emails during days off.

REAL ESTATETAX COLLECTOR - Bob Wable

Bob Wable reported September 2023 Real Estate tax payments received in the amount of \$577.92.

ACT 511 TAX COLLECTIONS -Bob Wable

Bob Wable reported \$9,065.18 in Earned Income Taxes for the month of September, 2023.

REFUSE FEE COLLECTOR: Bob Wable

Bob Wable reported \$622.50 in refuse fees for the month of September, 2023.

ENGINEER - Clint Reilly

Clint Reilly indicated the Commonwealth Financing Authority (CFA) grant application, to be used to support projects that are in the public interest and improve the quality of life in the community, has been submitted for the relining of Pennsbury sewer lines.

SOLICITOR – Christopher Voltz
Christopher Voltz - No Report

V. COMMITTEE REPORTS

PUBLIC WORKS - Steven Stecko
Steven Stecko - No Report

PARKS AND RECREATION - Vic Carelle
Vic Carelle indicated he plans to meet with Engineer Clint Reilly to discuss the stabilization of the basketball poles/rims, and plans to hang the "No Pets Permitted" signs in the sports court area soon.

COMMUNITY AFFAIRS - Barbara Cinpinski
Barb Cinpinski was unavailable to attend the meeting.

CONDO REPORT - Marita Haubrick
Steve Stecko indicated he attended the October Condo Meeting, which was uneventful, other than a complaint by a resident that raccoons no longer dwell in the Borough.

PUBLIC SAFETY - Lucy Harper
Mayor Harper - No Report

FINANCE - Nicholas Honchar
Nick Honchar - No Report

SAFETY INSPECTION/ADMINISTRATIVE - Marita Haubrick
Marita Haubrick disclosed that Pat Franks will provide training to Bob Wable on the Inspection Coordinator job responsibilities on Thursday, November 16 from 10:00 am to 1:00 pm. Finally, Marita indicated the development of the insert that will accompany the 2024 mailings has been completed and needs approval.

INFORMATION TECHNOLOGY - Brenda George
Brenda George - No Report.

VI. OLD BUSINESS

STP NPDES Project - Grant Update
Clint Reilly indicated the decision to approve or deny the STP NPDES grant should be announced at the meeting scheduled for Tuesday, November 21, 2023, but there is a chance it could get delayed once more until January, 2024. Steve Stecko requested Clint to attend the November 28th Caucus meeting if the decision is delayed until January, as Anita Kulik will be attending our meeting that evening.

2024 Road Paving Project Update
Steve Stecko - No Report. Project on hold.

Vacancy Board Chairman Search Update

Steve Stecko indicated a resume to apply for the Vacancy Board Chairman has been received from Tom Palamara of 1004 Pennsbury Blvd. Since we plan on having Anita Kulik attend our November Caucus meeting and there is no December Caucus meeting, an interview cannot be conducted with Tom until the January Caucus meeting dated January 23, 2024. Bob Wable will notify Tom of this schedule.

2024 Budget Update - Scheduling of Budget Hearing

Steve Stecko announced the Budget Hearing meeting will be conducted at 6:15 pm at the December 12 General meeting and requested all members plan to attend the December public meeting earlier than normal.

VII. NEW BUSINESS

Advertising/Ordinances/Resolutions for December Meeting - 2024 Budget/Tax Rate/Refuse Rate/Meeting Schedule

Steve Stecko indicated the advertisement of the 2024 1) Pennsbury Borough Budget and 2) the Pennsbury Borough Tax rate will need completed by the December 12 public meeting. Therefore, Solicitor Chris Voltz will draft the following:

- Advertising verbiage for the 2024 Budget
- Advertising verbiage for the 2024 Tax Rate
- Resolution to set the 2024 Refuse fee to \$150.00
- Ordinance to establish the 2024 Tax Rate to 6.6 mills

Once completed, Bob Wable will coordinate the advertising process of the two above mentioned documents along with the 2024 Pennsbury Village Borough Council meeting schedule with Pittsburgh Post Gazette.

Quote for Storm Sewer Line Repair at Buildings 23 and 24

On a motion from Brenda George and seconded by Nick Honchar, the board unanimously approved a bid from Gary Mancini Construction in the amount of \$1,250.00 to repair a 30" storm sewer pipe at Buildings 23 and 24, which will include filling/patching the concrete pipe joint internally and backfilling the hole.

VIII. OPEN DISCUSSION WITH COUNCIL

Mayor Harper indicated the Carnegie Police are aware we will be delivering the Toys to their Police Station after the December 3rd collection event, and reminded everyone that Anita Kulik will be attending at 7:00 pm our November 28th Caucus meeting.

IX. PUBLIC COMMENTS AND QUESTIONS

No Additional Public Comments or Questions.

X. ADJOURNMENT

At 7:10 pm, on a motion by Vic Carelle and seconded by Marita Haubrick, Council voted unanimously to adjourn the meeting.

Respectfully submitted,
Bob Wable