

**BOROUGH OF PENNSBURY VILLAGE**  
**MINUTES GENERAL MEETING**  
**Pennsbury Village Community Room**  
**October 10, 2023**

**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, Vic Carelle, Barbara Cinpinski, Marita Haubrick, Nicholas Honchar. Also present were Mayor Lucy Harper, Borough Manager Bob Wable, Solicitor Christopher Voltz, and Engineer Clint Reilly. Board member Carolyn Waldner was unavailable to attend.

**II. PUBLIC COMMENT**

There were no comments from the Public

**III. MINUTES AND ACCOUNTS PAYABLE**

The Minutes of the September 12, 2023 General Meeting were adopted unanimously on a motion by Barb Cinpinski and seconded by Vic Carelle. The Minutes of the September 26, 2023 Caucus Meeting were adopted unanimously on motion by Brenda George and seconded by Marita Haubrick. Upon motion by Marita Haubrick and seconded by Barb Cinpinski, Council voted unanimously to approve the Accounts Payable ending September 30, 2023 in the amount of \$39,844.93.

**IV. OFFICIALS' REPORTS**

**MAYOR - Lucy Harper**

Mayor Lucy Harper reported 372 police calls for the month of September, 2023 with the following of note:

<b>Description</b>	<b>Number of Occurrences</b>
Harassment	1
Lost/Missing Property	1
Domestic	2
Lockout	1
Open Door	1
Suspicious Activity	1
Animal - Other	1
Abandoned Vehicle	1
Traffic/Parking Problem	1
Patrol Action - Patrol Activity Cards	1
Patrol Action - Pennsbury Patrol	277
Patrol Action	5

Patrol Action - Foot Patrol	12
Patrol Action - Business Check	16
Patrol Action - Welfare Check	1
Traffic Stop	4
Traffic Target	46
TOTAL`	372

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

Steven Stecko - No Report

Brenda George - No Report

***MANAGER - Bob Wable***

Bob Wable - No Report

***REAL ESTATE TAX COLLECTOR - Bob Wable***

Bob Wable reported August 2023 Real Estate tax payments received in the amount of \$7,751.52.

***ACT 511 TAX COLLECTIONS -Bob Wable***

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

***REFUSE FEE COLLECTOR: Bob Wable***

Bob Wable reported there were no collections in refuse fees for the month of August, 2023.

***ENGINEER - Clint Reilly***

Clint Reilly disclosed Pennsbury has received the report from Allegheny County Health Department's Water Pollution Control and Solid Waste Management Program with the results of the recent STP inspection. The report disclosed favorable results with only minor infractions.

***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 - No Report

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barb Cinpinski announced the Pennsbury Village Newsletter has been delivered and to date she has not received any recycling suggestions from the public. Finally, she inquired as to when the board would like to conduct the Toy and Food drives this Fall. The board decided to organize the event for Sunday, December 3, 2023 from 10:00 am to Noon.

***CONDO REPORT - Marita Haubrick***

Marita Haubrick indicated she attended the September Condominium Association monthly meeting and distributed the notes from the meeting to all board members. Steve Stecko plans to attend the October 25, 2023 Condominium meeting.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper - No Report

***FINANCE - Nicholas Honchar***

Nick Honchar indicated Accountant Edie Yorke has been on vacation and should complete the September financials in the next few days. Steve Stecko reminded the Board of the upcoming Budget meeting scheduled for Saturday, October 21 from 9:00 am to Noon.

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

Marita Haubrick disclosed she is in the process of scheduling time for Patty Franks, Bob Wable and herself to get together for Inspection training, which will occur on Tuesdays or Thursdays. In addition, BUI has reported that many tenants are failing the inspection and are complaining and growing frustrated. One example of why inspections are failing is the lack of Carbon Monoxide detectors. Finally, Steve Stecko explained there are condominiums that should have been inspected in 2022 but were not inspected until late 2023 due to the BUI backlog. Therefore, the Board decided if Y2022 inspections did not occur until the end of 2023, the next inspection date of those units should be extended until 2026 (inspections are due every 2 years) since we are already at the end of 2023 and to maintain a regular/established inspection schedule. A separate letter will be created and sent to those rental units.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George reported the Pennsbury Village website has been updated with the latest news and information.

**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.

**2024 Road Paving Project Update**

Steve Stecko - No Report.

**Vacancy Board Chairman Search Update**

No new information regarding potential candidates

***VII. NEW BUSINESS***

**Handicap Parking Space Request - 632 Carriage Circle**

On a motion by Brenda George and seconded by Marita Haubrick, the board unanimously approved the installation of a Handicap Parking sign near 632 Carriage Circle.

**Resolution - Statewide Local Share Assessment Grant**

The Commonwealth Financing Authority (CFA) has announced grants to support projects that are in the public interest and improve the quality of life in the community. Grants are available for projects with a total eligible project cost between \$25,000 and \$1,000,000. One idea that was previously discussed is the improvement of the sewer lines. Therefore, on a motion from Brenda George and seconded by Marita Haubrick, the board unanimously adopted resolution #6 to rehabilitate the sanitary sewer lines in Pennsbury in 2024 for a total estimated cost of \$226,000 and gave Engineer Clint Reilly the approval to proceed with the Grant application process, which is due by the end of November, 2023.

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

Steve Stecko explained the Borough has been asked to identify Pennsbury participants to attend Allegheny County Southwest Tax Collection District meetings. The Board agreed to name Bob Wable as the main Delegate, with Marita Haubrick and Carolyn Waldner as Alternate Delegates

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

No Additional Public Comments or Questions.

***X. ADJOURNMENT***

At 7:00 pm, on a motion by Barb Cinpinski and seconded by Vic Carelle, Council voted unanimously to adjourn the meeting.

Respectfully submitted,  
Bob Wable