

BOROUGH OF PENNSBURY VILLAGE
MINUTES GENERAL MEETING
Pennsbury Village Community Room
January 9, 2024

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: Barb Cinpinski, 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 member Carolyn Waldner was unavailable to attend.

II. PUBLIC COMMENT

No comments from the public.

III. MINUTES AND ACCOUNTS PAYABLE

The Minutes of the December 12, 2023 General Meeting were adopted unanimously on a motion by Marita Haubrick and seconded by Brenda George. The December 26 Caucus meeting was cancelled. Upon a motion by Barb Cinpinski and seconded by Vic Carelle, Council voted unanimously to approve the Accounts Payable ending December 31, 2023 in the amount of \$76,079.89.

IV. OFFICIALS' REPORTS

MAYOR - Lucy Harper

Mayor Lucy Harper reported 359 police calls for the month of December, 2023 with the following of note:

Description	Number of Occurrences
Domestic	1
Open Burning	1
Missing Adult	1
Patrol Action - Pennsbury Patrol	303
Patrol Action - Foot Patrol	2
Patrol Action - Business Check	4
Patrol Action - Welfare Check	1
Traffic Stop	4
Traffic Target	42
TOTAL	359

PRESIDENT/VICE PRESIDENT - Steven Stecko/Brenda George

Steven Stecko - No Report

Brenda George - No Report

MANAGER - Bob Wable

Bob Wable inquired how the Board would like to establish a Business Preferred Credit Card with Dollar Savings Bank, specifically what would be the credit limit and who would be the authorized signers. After some discussion, the board agreed to a \$1,000 credit limit with President Steve Stecko, Marita Haubrick and Manager Bob Wable as the authorized signers. Finally, Bob Wable provided an update to the U.S. Postal Blue box mail theft. A new sophisticated U.S. postal blue box outside Walgreens in Crafton was installed on a trial basis. It has dual security features whereby requiring a scanner process and its own unique access key in order to obtain the deposited mail in the box. If the trial period is successful, more of these types of boxes will be installed throughout the Pittsburgh area.

REAL ESTATE TAX COLLECTOR - Bob Wable

Bob Wable reported November 2023 Real Estate tax payments received in the amount of \$631.49.

ACT 511 TAX COLLECTIONS -Bob Wable

Bob Wable reported \$23,256.46 in Earned Income Taxes for the month of November, 2023.

REFUSE FEE COLLECTOR: Bob Wable

Bob Wable reported no refuse fees for the month of November, 2023.

ENGINEER - Clint Reilly

Clint Reilly deferred to a later agenda topic.

SOLICITOR – Christopher Voltz

Christopher Voltz reported he has finalized the insert to be included within the inspection letters that will be sent in the next 30 days.

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 indicated she is currently working on the First Quarter Borough Newsletter and asked the Board for any ideas for inclusion. Mayor Harper suggested an article about the illegality of fire pits on residents decks/patios. Barb plans to distribute to the board for review during the week of January 14, 2024.

CONDO REPORT - Marita Haubrick

No report since the December Condominium Association meeting was cancelled. Vic Carelle is scheduled to attend the January meeting.

PUBLIC SAFETY - Lucy Harper

Mayor Harper indicated she plans to organize a Town Meeting in the Spring of 2024 and requested the Board to think about and send to her topic suggestions.

FINANCE - Nicholas Honchar

Nick Honchar reported he is in the process of working with Edie Yorke on some Accounting matters and has been in contact with Fabian O'Connor regarding the 2023 Audit.

SAFETY INSPECTION/ADMINISTRATIVE - Marita Haubrick

Marita Haubrick disclosed that she, Pat Franks and Bob Wable plan to meet on Thursday, January 11 to review the 2024 letter distribution process and changes to the process/letters.

INFORMATION TECHNOLOGY - Brenda George

Brenda George - No Report.

VI. OLD BUSINESS

STP NPDES Project - Grant Update

Clint Reilly indicated the the Borough was not approved for the STP NPDES grant in December. Therefore, he is currently working on 1) drafting a letter asking for a two year extension for implementation and has been in contact with State Representative Anita Kulik to determine if they can provide any assistance, and 2) completing an application with PENNVEST for a low interest loan.

STP Loan Update

See above.

Vacancy Board Chairman Search Update

Steve Stecko indicated an interview with Tom Palamara of 1004 Pennsbury Blvd will be conducted during our January Caucus meeting and also reminded the Board that pictures will be taken that evening, so dress accordingly.

VII. NEW BUSINESS

Resolution Fixing the 2024 Refuse Fee

On a motion by Brenda George and seconded by Marita Haubrick, the board unanimously approved a resolution establishing the following 2024 Refuse rates:

Discount Period if paid before January 31, 2024	\$150.00
Face Value if paid by April 30, 2024	\$177.50
Penalty if paid after April 30, 2024	\$212.50

Chris Voltz agreed to document the changes in a new 2024 Resolution.

Motion to Approve Memorial Donation for Barb Sigler

On a motion from Vic Carelle and seconded by Barb Cinpinski, the board unanimously approved a \$50.00 memorial donation to Mount Saint Macrina in the name of Barbara Sigler.

Handicap Parking Spaces - Update Application

Steve Stecko explained that the board should consider the following adjustments to the current Handicap Parking policy:

- The owner of the car parked in the handicap spot must be the resident or lives in Pennsbury Village.
- Many municipalities do not accept the hanging Handicap sign as part of the application process and require the license plate to be designated "Handicapped".

Chris Votz will begin development of an ordinance incorporating the new requirements.

VIII. OPEN DISCUSSION WITH COUNCIL

Vic Carelle reported a Toyota Prius, which has been parked near the Pennsbury Map for months, has an expired inspection sticker (February, 2023) and a flat tire, and Nick Honchar reported a black Lexus on Carriage Circle (just down from Buildings 1 and 38) on the left side with a flat tire. Mayor Harper will contact the Carnegie Police regarding both vehicles.

IX. PUBLIC COMMENTS AND QUESTIONS

No Additional Public Comments or Questions.

X. ADJOURNMENT

At 6:57 pm, on a motion by Vic Carelle and seconded by Marita Haubrick, Council voted unanimously to adjourn the meeting.

Respectfully submitted,
Bob Wable