

**BOROUGH OF PENNSBURY VILLAGE**  
**MINUTES GENERAL MEETING**  
*Pennsbury Village Community Room*  
*November 12, 2024*

***I. CALL TO ORDER AND FLAG SALUTE***

President Steve Stecko convened the General Meeting at 6:31 pm. A quorum was reached with the following members of Council present: Vic Carelle, Barb Cinpinski, Chris DeMatty, Brenda George, Nicholas Honchar and Carolyn Waldner. Also present were Mayor Lucy Harper, Borough Manager Bob Wable, Solicitor Ashley Puchalski, and Engineer Clint Reilly.

***II. PUBLIC COMMENTS***

No Comments

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

The October 8, 2024 Public meeting minutes were approved on a motion by Brenda George and seconded by Barb Cinpinski, with Carolyn Waldner abstaining. Upon a motion by Vic Carelle and seconded by Brenda George, Council approved the minutes of the October 22, 2024 Caucus meeting, with Carolyn Waldner abstaining. Accounts Payable ending October 31, 2024 in the amount of \$25,116.92 were unanimously approved on a motion by Carolyn Waldner and seconded by Barb Cinpinski.

***IV. OFFICIALS' REPORTS***

***MAYOR - Lucy Harper***

Mayor Lucy Harper reported 285 police calls for the month of October, 2024 with the following of note:

<b>Description</b>	<b>Number of Occurrences</b>
Burglary - Forced Entry	1
Fraud - Access Device	1
Harassment	1
Domestic	1
Custody	1
Noise/Loud music	1
Civil - Landlord/Tenant	1
Animal -Other	1
Hazard	1
Traffic/Parking Problem	1
Patrol Action - Activity Cards	1
Patrol Action - Pennsbury Patrol	257
Patrol Action	2
Follow-up Information	1
Traffic Target	14
<b>TOTAL</b>	<b>285</b>

In addition, Mayor Harper indicated Halloween Trick-or-Treat event participation was very low this year. Therefore the Board will discuss alternative dates for Halloween Trick-or-Treat in 2025.

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

Steven Stecko - No Report

Brenda George - No Report

***MANAGER - Bob Wable***

Bob Wable reported the following:

- The current amount available for the Pennsbury Park/Sports Court COVID19 Grant is \$194,410.00.
- A spreadsheet of all landlords has been sent to Jordan Tax for Business Privilege Tax collections.
- The fax line and the old Tax Collector phone line have been cancelled at Comcast, which will result in approximately \$120.00 savings per month.
- Selective Insurance has been notified to 1) increase the deductible to \$2,500, and 2) to increase the coverage of the playground equipment to \$89,000. Net savings is \$500.00 per year.
- Still evaluating the advantages/disadvantages between using ACCESS or IRON MOUNTAIN for our off site record retention costs.

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

Bob Wable reported \$816.09 Real Estate tax payments received in September, 2024.

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

Bob Wable reported \$8,658.64 in Earned Income Taxes for the month of September, 2024.

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

Bob Wable reported \$1,062.50 in Refuse Fees were collected for the month of September, 2024.

***ENGINEER - Clint Reilly***

Engineer Clint Reilly indicated the November 6th waterline repair on Community Court went extremely well, with only a 2 hour water interruption to nearby buildings.

***SOLICITOR – Christopher Voltz***

Ashley Puchalski - No Report.

***V. COMMITTEE REPORTS***

***PUBLIC WORKS - Steven Stecko***

Steven Stecko reported the water line hole on Community Court was so small, the leak detection process could not identify a leak due to Parkway Traffic noise. The contractor utilized to fix the repair has never been used by Pennsbury Village, and both Steve and Engineer Clint Reilly were very pleased with his abilities and cooperative attitude. In addition, Steve reported he met with the Playground/Sports Court installers. The playground equipment is due for delivery on Friday, Nov 15 to Country View Court. As a result, parking restriction signs have been posted and flyers have been delivered to buildings #21 and #22. It is estimated it will take 1week to install the equipment at Pennsbury Park, and then the Sports Court will be completed. Finally, Steve Stecko explained he would like to purchase a \$1,425.00 pipeline locator equipment, which would help locate water lines during repairs. This matter will be discussed at the November 26 caucus meeting.

***PARKS AND RECREATION - Vic Carelle***

Vic Carelle indicated he plans to fill in cracks at the sports court as soon as possible.

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barb Cinpinski disclosed the flyers for the upcoming Crafton Food Pantry food drive have been delivered and reminded Council that, in addition to people being able to take their food items to the Borough office and to the Condominium Annual Unit Owners meeting, we will be collecting at the bottom of the commercial steps from 10:00 am to Noon on Saturday, November 23rd.

***CONDO REPORT***

Steve Stecko reminded Council of the upcoming Condominium Association annual Unit Owners Meeting on Wednesday, November 20th.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper - No Report

***FINANCE - Nicholas Honchar***

Nick Honchar - No Report

***SAFETY INSPECTION/ADMINISTRATIVE***

Rhonda Mack reported the following:

- Invoices for 2025 License/Inspection fees are ready to be mailed the week of December 1, 2024.
- The total number of rental properties to date is 113, which does not include rentals to family members.
- Packets have been prepared if a resident comes to the Borough Office during Rhonda's off hours.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George disclosed a recent conversation she had with Course Vector, who maintains the Borough website, regarding whether web content is compliant with the American Disability Act (ADA) going forward. Course Vector reinforced the importance of compliance with ADA and having our website professionally monitored. Their ADA widget will insure websites are compliant. An introductory price of \$500.00 per year will end on December 31, 2024. Once this offer expires, the yearly cost of this widget will increase. Brenda further explained included in that prices will be fixed if our website is determined to be non-compliant. This will be discussed in depth at our November 26th caucus meeting.

**VI. OLD BUSINESS**

**STP NPDES Permit/Project Update**

Engineer Clint Reilly - Nothing new to report.

**Playground Improvements - COVID19 Grant**

Already discussed during the Parks and Recreation update.

**GEDTF Grant**

Engineer Clint Reilly indicated an application in the amount of \$500,000 has been submitted for upgrades to the STP with a decision by January, 2025.

## ***VII. NEW BUSINESS***

### **Approval for Payment to El Grande Industries - \$30,798.02**

On a motion by Carolyn Waldner and seconded by Vic Carelle, the Board unanimously approved the \$30,798.02 invoice to El Grande Industries for road work recently completed within the Borough.

### **Approval of Resolution 2024-4 - setting 2025 License and Inspection Fees**

On a motion by Vic Carelle and seconded by Barb Cimpinski, the Board unanimously approved Resolution 2024-4 to increase the 2025 Landlord/Tenant License fees from \$25.00 to \$35.00 per year and to increase the Inspection fees from \$60.00 to \$65.00 every 2 years.

### **Decrease Health Insurance Coverage Paid by Borough to \$50.00 per Month**

On a motion by Brenda George and seconded by Nick Honchar, the Board unanimously approved the new monthly payment amount for healthcare expenses for some Council members from \$100.00 per month to \$50.00 per month. Solicitor Ashley Puchalski will prepare the Resolution.

### **Advertising/Ordinances/Resolutions - 2025 Budget/Tax Rate/Meeting Schedule**

On a motion by Nick Honchar and seconded by Barb Cimpinski, the board unanimously approved the advertisement of the following:

- Increase in tax rate from 6.6 to 6.8 mills
- Hearing to review the 2025 Budget public meeting for December 10th at 6:15 pm in the Community Room.
- 2025 meeting schedule

### **Revise Current Pet Ordinance**

Bob Wable disclosed, over the past few months, the Borough office has received complaints regarding residents allowing their pets, both dogs and cats, outside unleashed. Borough ordinance prohibits this practice. In one incident, the Borough issued a "first warning" letter to a resident in late August, who was allowing her pet cat outside unleashed. When the Borough learned the resident continued this behavior, another letter was issued in late October assessing a \$50.00 fine, which to date has gone unpaid. The main issue is the age of the ordinance, which is dated July, 1979 and how we can incorporate Pet Registration within the ordinance. Solicitor Ashley Puchalski explained she reviewed our ordinance and believes improvements can be made, particularly with nuisance situations (such as barking dogs) and assessing fines. She indicated Council could incorporate with the ordinance a fine "up to \$600.00". Council agreed to allow our Legal Council to draft a new ordinance to be reviewed at a future meeting.

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

The following items were discussed:

- Mayor Harper indicated recent rumors within the Borough regarding a Sewage Treatment Plant special assessment of \$2,000 have been circulating and are completely false.
- Carolyn Waldner asked if anything can be done regarding walkers, as now that its dark earlier, it's hard to see residents walking. Barb Cimpinski will try to incorporate something in the upcoming Borough newsletter.
- Vic Carelle indicated Bus #15 continues to drive fast through the Borough. Mayor Harper agreed to again discuss the matter with the Carnegie Police.
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***IX. PUBLIC COMMENTS AND QUESTIONS***

No additional comments

***X. MEETING ADJOURNMENT***

At 7:17 pm, on a motion by Carolyn Waldner and seconded by Vic Carelle, the Board unanimously approved to adjourn the meeting.

Respectfully submitted,  
Bob Wable