

BOROUGH OF PENNSBURY VILLAGE  
**MINUTES GENERAL MEETING**  
*Pennsbury Village Community Room*  
*September 10, 2024*

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

President Steve Stecko convened the General Meeting at 6:34 pm. A quorum was reached with the following members of Council present: Vic Carelle, Barb Cinpinski, Chris DeMatty, and Nicholas Honchar. Carolyn Waldner and Brenda George were unable to attend. Also present were Mayor Lucy Harper, Borough Manager Bob Wable, Solicitor Christopher Voltz, and Engineer Clint Reilly.

**II. PUBLIC COMMENT**

Jim Riley of 730 Carriage Circle discussed with the Board the possibility of installing a 3x5 electronic sign in the entranceway at a cost of approximately \$11,000. His thought is to move the existing "Welcome to Pennsbury Village" sign to in front of the decorative lamp post in the top traffic island. Therefore, the electronic sign can be installed so that it hangs from the "Welcome To Pennsbury Village" sign. Steve Stecko explained the Board has discussed this in the past but with a more structural/better looking option (i.e., encased in brick) had been discussed, and we will revisit this initiative soon.

**III. MINUTES AND ACCOUNTS PAYABLE**

The August 13, 2024 Public meeting minutes were unanimously adopted on a motion by Barb Cinpinski and seconded by Vic Carelle. Upon a motion by Nick Honchar and seconded by Steve Stecko, Council voted unanimously to approve the minutes of the August 27, 2024 Caucus meeting. Accounts Payable ending August 31, 2024 in the amount of \$26,350.97 were unanimously approved on a motion by Vic Carelle and seconded by Barb Cinpinski.

**IV. OFFICIALS' REPORTS**

**MAYOR - Lucy Harper**

Mayor Lucy Harper reported 312 police calls for the month of August 2024 with the following of note:

<b>Description</b>	<b>Number of Occurrences</b>
Domestic	3
Noise/Loud Music	1
Suspicious Person	1
Abandoned Vehicle	4
Patrol Action - Patrol Activity Cards	2
Patrol Action - Pennsbury Patrol	280
Patrol Action - Foot Patrol	1
Repossessed Vehicle	1
Patrol Action - Welfare Check	1
Traffic Stop	2
Traffic Target	16
<b>TOTAL</b>	<b>312</b>

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

Steven Stecko - No Report

Brenda George - Not Available

***MANAGER - Bob Wable***

Bob Wable reported the following:

- The current amount available for the Pennsbury Park/Sports Court COVID19 Grant is \$194,410.00.
- The Department of the Auditor General conducted the 2022 and 2023 Liquid Fuels audit on August 29, 2024 with no issues being identified.
- Milnarcik Landscaping plans on competing the Fall maintenance of the entranceway islands in early October, and Bob Wable requested Milnarcik to provide an estimate to replace approximately 5 dead shrubs in the entranceway, since Fall is the best time to complete that type of work. Estimate has yet to be received.

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

Bob Wable reported \$7,857.81 in Real Estate tax payments received in July, 2024.

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

Bob Wable reported \$5,858.22 in Earned Income Taxes for the month of July, 2024.

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

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

***ENGINEER - Clint Reilly***

Engineer Clint Reilly - No Report.

***SOLICITOR – Christopher Voltz***

Christopher Voltz - No Report.

***V. COMMITTEE REPORTS***

***PUBLIC WORKS - Steven Stecko***

Steven Stecko indicated that Abbey Mich of MRC Recreational reported the Sports Court equipment (i.e., backboards, poles and rims) have been shipped and should arrive sometime next week. Steve indicated since these will arrive via a flatbed truck, he will notify Chris of Pennsbury Maintenance to meet the truck in the entranceway and store these items in the Maintenance Shed until it is time for installation. Steve also indicated the Pennsbury Village Condominium Association will be installing a new air conditioning unit on the roof of the Commercial Building on Friday, September 13, 2024. As a result, a crane will be needed to lift the unit to the roof. Therefore, it will be necessary to close a portion of Community Court for a period of time. "No Parking" signs have been installed and flyers have been delivered to the residents of Community Court.

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

Vic Carelle - No Report

***COMMUNITY AFFAIRS - Barbara Cinpinski***

Barb Cinpinski - No Report.

***CONDO REPORT***

There was no August Condo Meeting, and Steve Stecko plans to attend the September meeting.

***PUBLIC SAFETY - Lucy Harper***

Mayor Harper announced Carlynton High School plans to test their Emergency Preparedness Plan and conduct a Security Drill on Thursday, September 19th at 9:15 am. Pennsbury Village has agreed to be the designated safe zone/main security point for the 600 Carlynton High School students to gather. Therefore, many road closures will occur in Pennsbury and along Baldwin Road and Kings Highway. This exercise should last for about a 20 minute time period. A flyer will only be distributed to the residents along Community Court, which is where the students will assemble during the mock drill.

***FINANCE - Nicholas Honchar***

Nick Honchar reported that his review of the August financials disclosed no abnormalities.

***SAFETY INSPECTION/ADMINISTRATIVE***

Rhonda Mack indicated she is currently updating all letters and forms and the current plan is to invoice landlords by December 1, 2024, with a due date of January 31, 2025.

***INFORMATION TECHNOLOGY - Brenda George***

Brenda George - unable to attend.

**VI. OLD BUSINESS**

**STP NPDES Permit/Project Update**

Engineer Clint Reilly - Nothing new to report.

**Road Repair Project 2024**

Engineer Clint Reilly indicated El Grande plans to complete begin road work within the next two to four weeks.

**Playground Improvements - COVID19 Grant**

Steve Stecko announced the final estimate of costs for the Pennsbury Park and Sports Court from MRC Recreational is \$236,400.00, which will result in the Borough, since receiving a \$200,000 grant and a \$30,000 reduction in price from MRC, paying for a small portion of this enhancement. on a motion by Nick Honchar and seconded by Vic Carelle, the board unanimously approved the expenditure and the project will move forward.

**GEDTF Grant**

Engineer Clint Reilly indicated an application in the amount of \$500,000 has been submitted for upgrades to the STP.

**Holiday Lighting in Entranceway**

Bob Wable explained that Jolly Holly has requested a 2024 commitment from Pennsbury Village for the Holiday lighting and wreath decorations of the entranceway in the amount of approximately \$6,900.00. In order to determine if this price is reasonable, Bob Wable and Steve Stecko met with Perspective Outdoor Lighting to obtain an estimate for holiday lights and wreaths. Their estimate was received at \$9,254.73. Therefore, on a motion by Vic Carelle and seconded by Steve Stecko, the board unanimously approved Jolly Holly to complete the Holiday lighting/wreath decor of the entranceway.

**Refuse Contract**

Steve Stecko indicated he and Bob Wable met with three Refuse vendors who plan to submit bids. They included 1) Waste Management, 2) Republic, and 3) Noble. Valley was not in attendance but plans to submit a bid. Therefore, we anticipate receiving 4 bids at this time.

### **Roll off Dumpsters**

Since the Spring Roll Off Dumpster initiative was very successful, The Board agreed to provide two Roll off dumpsters this Fall at the same locations in Pennsbury (i.e., entrance of Pennsbury Boulevard and on Carriage Circle). The dumpsters will arrive on Friday, October 4th and will be removed on Monday, October 7th at a cost of \$500.00 per dumpster. Barb Cinpinski agreed to create a flyer soon and send to Bob Wable for distribution.

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

#### **Handicap Parking Space Approval - 1358 Pennsbury Blvd**

A resident at 1358 Pennsbury Blvd (in Building 1) has formally requested a Handicap Parking space and sign be installed in front of her unit. On a motion by Nick Honchar and seconded by Barb Cinpinski, the Board unanimously approved the Handicap spot designation.

#### **Liquor License Hearing**

Steve Stecko explained that a Hearing will be conducted at 6:30 pm on September 24 as a pre event to our Caucus meeting in the Pennsbury Village Community Room. The purpose of this hearing is to receive comments and recommendations of interested individuals residing within the Borough concerning the applicant's intent to transfer the license into the Borough. The public hearing has been advertised.

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

On behalf of Brenda George, Bob Wable indicated she wanted to remind the board of picture taking at the Caucus meeting. Steve Stecko indicated since our plate is full the evening of September 24, we will postpone picture taking until the public meeting on October 8, 2024.

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

No additional comments

### ***X. CONTINUATION OF MEETING***

At 7:15 pm, on a motion by Nick Honchar and seconded by Vic Carelle, the Board unanimously approved the continuation of the meeting to September 24, 2024.

Respectfully submitted,  
Bob Wable