

Eagles Mere Borough Minutes

July 5, 2022

Regular Monthly Meeting

(Note: meeting on Tuesday, 7-5-22 as advertised due to the Holiday)

The Eagles Mere Borough Council meeting was called to order at 7 PM on the above date by Council President Bill Feese with the following Council members in attendance in the room: Lee Middleton, Tom Graff, Dennis Craig, Rick Liebert, Doug Smith, and Jim Way. Also present were Mayor John Brownback, Street Superintendent Jeremy Moore and Secretary/Treasurer Dave Carson.

In the Gallery: Edwina Vauclain, BA Moyer. **On the Conference Phone:** none

Pledge of Allegiance was recited by all in attendance.

Quorum Present: Council President Feese declared that a Quorum was present based on Council Members in the room. Therefore, votes from Members on the phone, if any, would count as if present.

Motion to Revise the Published Agenda- The agenda was revised to postpone, at her request, the appearance of Andrea Scarry until the August meeting.

Public Issues and Comments – Bill Feese noted that questions had been received from George Watson. A response will be prepared and will be part of the August meeting.

Minutes- A motion to approve the minutes of the June 6, 2022 regular meeting was made by Jim Way and seconded by Dennis Craig. The motion to approve the minutes was approved.

Treasurer's Report – Interim financial reports through June 30, 2022 were distributed with the Agenda. It was moved by Jim Way and seconded by Dennis Craig to defer approval of the monthly financial report until the Auditor completes the audit. The motion passed.

Open Records Officer:

- The routine request for real estate tax collection data was received and response made.

Zoning & Ordinance Officer report:

- The Zoning Hearing Board originally met on May 26 to hear the appeal of John and Sharon Hayes to the denial of their zoning application for their property adjacent to 422 Pennsylvania Ave. The meeting was attended by approximately 40 residents and statements and arguments were made related to the requested application. Jay Wilkinson represented the Hayes' and Fred Holland represented the Eagles Mere Association and the Borough (as an alternate to the Borough Solicitor). A follow-up public meeting was held on June 30, 2022 where the Hearing Board deliberated and announced their decision. The Board voted 3-0 to uphold the denial of the application and to reject the property owner's appeal of that denial.
- An application for a sign permit has been received, reviewed, and approved for Dorko Wealth and Estate Planning at 929 Laporte Ave. The permanent sign for a professional office will be applied to the front of the building. The specifics of the sign are well within the Borough Code guidelines.
- An application to enlarge and renovate a residence at 101 Lakewood Ave has been received, reviewed, and approved in part and denied in part. The proposed addition of a bedroom will extend into the setback area and the application was returned for design revision or to request a

variance. All other aspects of the project were accepted by the Zoning Officer. The architect is reviewing options and conferring with the owner to either redesign or request a ZHB meeting.

Street Superintendent Report: The drainage pipe installation/repair and the resurfacing and base repair on Morgan/Dunham Aves is complete. The chip and seal portion of the project on Dunham Ave. will be scheduled soon and be done by a different contractor. The previously approved surface repair on Sullivan Ave has also been completed within the amount approved by Council.

Mayor's Report: None

Emergency Management Coordinator's report: No Report

Points of Interest and Information from the Secretary:

- For the first time in many months, there were no real estate transfers during the month of June.
- The Borough has received the allocation for reporting year 2021 of Unconventional Gas Well Funds (Act 13) in the amount of \$9,405.86. In accordance with guidelines, this money will be placed in a separate bank account for future use per the decision of Council.

Committees:

Finance:

- Interim financial reports through May 31, 2022 were distributed with the Agenda.
- The Finance Committee recommends the implementation of a plan to have all financial data input, exclusive of payroll, become the responsibility of Kase Moore. All transactions will be entered at her remote location including bill creation, receivables recording, payables generated, and reports created. Some hardware and software changes will be required to implement this plan. The expected software and hardware costs included Microsoft 365, a QB upgrade to allow multi and remote users, additional computer/server hardware and software. Dennis Craig moved and Lee Middleton seconded and motion to approve expenditures up to \$5000 to add a remote user with the expected completion time of two weeks after go ahead to the contractor. The motion carried.

Museum:

Infrastructure:

- The committee was asked to again consider at a future committee meeting the installation of fog lines on Mt. View Lane

Ordinance:

- The committee was asked discuss the process and details needed to accept new roads as Borough streets requiring Borough maintenance and repair.

Personnel: No Activity

Website: Updates continue to be made as needed.

Continuing Business-

- The Borough, on behalf of three organizations (the Borough, the EMA, and the Conservancy) applied for and received a Low Volume Road grant in 2021 in the amount of \$42,498.50 to address Phase 1 of the needed drainage repairs and improvements on Clay Ave. This amount is less than half of the estimated cost for the full project. No construction has been performed to date and no costs incurred beyond engineering and permit application expenses. The Grantor (Sullivan County Conservation District-Low Volume Road Program) does not have funds to award a follow-on grant. Instead, they have referred us to the Growing Greener Program

administered by PA Department of Environmental Protection. This program has funds which we may qualify for in 2023. The bid information will be available for approval by Council so that work can proceed sometime after Labor Day. Our engineering firm, Stiffler McGraw, will be will prepare bids for what needs to be done to proceed with Phase 1. An application for Phase 2 will be made to Growing Greener.

New Business:

- Two new homes are being built on Prospect Avenue. The Secretary has requested an address for each from the Sullivan County “Enhanced 911 Public Safety System” which delineates street addresses. The existing Municipal Road Range for Prospect Ave stops at about where Bill Feese and Nonie Baker’s homes are. The Borough is requested to approve a Resolution to extend this range about 433 feet West which will include all of Prospect Ave in the Road Range except for the cul de sac which is on the Eagles Edge Preserve property. Approval of this Road Range Extension will allow for street number addresses to be released immediately. A motion to approve the extension of the Prospect Ave range was made by Dennis Craig and seconded by Tom Graff. The motion was approved.

Workshops/Conferences-

- The Secretary will attend the PA Association of Municipal Administrators Conference in Erie on August 7-9, 2022. He attended this meeting last year and it was very helpful.

Payment of Bills- Approval to pay the bills for the Borough and Museum was moved by Dennis Craig and seconded by Tom Graff. The motion passed.

Adjournment- The meeting was adjourned by the President at 7:45 pm.

Respectfully Submitted,

David R. Carson
Secretary/Treasurer