

Eagles Mere Borough Minutes

**May 2, 2022
Regular Monthly Meeting**

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, Doug Smith, Dennis Craig, and Jim Way. Also present were Mayor John Brownback, Street Superintendent Jeremy Moore and Secretary/Treasurer Dave Carson.

In the Gallery: Scott Repke, and Kathy Martin. **On the Conference Phone:** Lisa Maynard

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- No request made to revise agenda.

Public Issues and Comments – None

Minutes- A motion to approve the minutes of the April 4, 2021 regular meeting was made by Lee Middleton and seconded by Tom Graff. The motion to approve the minutes was approved.

Treasurer's Report – Interim reports through April 29 are included with the Agenda.

Open Records Officer:

- No requests.

Zoning & Ordinance Officer report:

- The owner's (Drs. Hayes) of 422 Pennsylvania Ave submitted a request to confirm that the lot at that location can be built upon. The lot is not of adequate size to meet Zoning Code and his request was denied. They also requested approval of the application under Section 105-18 (D) which the Officer determined to be not be applicable. Through their attorney, Jay Wilkinson, the owners have now requested that the Zoning Hearing Board hear the appeal to those determinations. A hearing is in the process of being scheduled for late May.

Street Superintendent Report:

- Streets Helper Gary Moore has returned to the position of the 2022 summer season.

Mayor's Report: None.

Emergency Management Coordinator's report: No Report

Points of Interest and Information from the Secretary:

- The Borough has received notification from counsel for Pennsylvania Intergovernmental Risk Management Association (PIRMA, our liability insurance carrier) that they continue to represent the Borough in a discrimination claim filed by Cheryl Shoemaker stating she was not selected to be rehired to the position she once held years before. This is a routine annual status report for

this matter which is being handled in accordance with the schedule set and controlled by the PA Human Relations Commission.

- PennDoT has notified the Borough that they will be counting traffic on Borough Streets at times between now and November 17, 2022. Ten locations in the Borough have been specified to be counted by mechanical means using roll-over tubing in the roadway.
- The Borough has received a report from the Department of Environmental Protection providing test results of well water samples taken at the Fire Hall on April 6, 2022. The results showed no Volatile Organic Compounds (VOC's) above DEP's Statewide Health Standards (SHS). However, they reported metal concentrations well in excess of the SHS levels in the Lead, Nickel, and Zinc categories. The investigator advised that the well water not be used for drinking purposes, pending further study and analysis. He also noted that these results are unlikely to be related to the incident that was the basis for the investigation.

Committees:

Finance:

- Interim financial reports through April 29, 2022 were distributed with the Agenda. It was moved by Rick Liebert and seconded by Tom Graff to defer approval of the monthly financial report until the Auditor completes the audit.
- The initial meeting with Tuck McMahon of Larson, Kellert & Associates, PC of Montoursville to conduct an Audit for the Borough is set for May 3, 2022.

Museum:

- The Museum is now closed except by appointment. A bus group from State College has made arrangements for a tour of the Museum, a talk on EM history, a tour of the St Johns' stained-glass windows, lunch at the Country Club, and a visit to an historic cottage on May 18, 2022.

Infrastructure:

- Our application for a follow-on grant for drainage work on Clay Ave has been tabled by the Sullivan County Conservation District. The Low Volume Road category does not have enough funds for us to complete the project in 2022 and probably not in 2023. They have recommended that we apply to the Growing Greener Pennsylvania program for a grant. The Secretary met with Growing Greener and Conservation District representatives and this may be a good source for funds to complete the work. Based on the Growing Greener grant schedule, the earliest we could be notified of approval is January 2023. If approved we could then complete the work by May 2023. Further information and an application will be received shortly. It was moved by Dennis Craig and seconded by Lee Middleton for the Secretary to follow up with Growing Greener and to make an application and proceed with the approval process. The motion passed.

Ordinance: No Activity

Personnel:

- Dave Houseknecht started his new position as Office Assistant, worked one day, and shortly thereafter, resigned saying that his current job has changed and he will no longer be able to handle a part time work schedule.

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Website: Updates continue to be made as needed.

Continuing Business-

- Following Dave Houseknecht's decision, Bill Feese recommends the engagement of Kase Moore as an independent contractor to remotely perform bookkeeping duties for the Borough and for the Authority. She will be compensated as a contractor on the basis of \$25 per hour,

charged to either the Borough or the Authority, as appropriate. The Authority is in agreement with this plan. Revisions to the office computer system may be necessary to accommodate this work pattern. The software (and/or hardware costs) are being identified. It was moved by Dennis Craig and seconded by Rick Liebert to offer the position to Kase Moore as an independent contractor at a rate of \$25 per hour and to allocate of the hours and costs to the Borough and the Authority as appropriate. The motion passed.

New Business:

- Property owners who abut a portion of Maple Ave, a Borough “paper street”, have petitioned to have the street vacated by the Borough and the resulting land made available to be appended to their parcels. The Borough has received petitions from more than the required number of property owners to go forward with the vacating process. After discussion, it was moved by Dennis Craig and seconded by Rick Liebert that Council direct the Ordinance Committee to prepare the needed Ordinance, for the Secretary to place the required newspaper advertisements for two consecutive weeks, that the Council investigate the mass vacating of currently mapped but unopened streets, and that the proposed Ordinance be placed on the agenda for adoption at the June Council meeting. The Ordinance would provide the authority for the Borough to sign the deeds that would be prepared for each property owner, using counsel of their choice. The motion passed unanimously.
- Eagles Mere Borough check stock currently includes the statement that 2 Signatures are required for checks over \$2500. New check stock needs to be ordered and Council is asked to consider increasing this requirement to at least \$7500. After discussion, the Secretary was authorized to consult with insurance broker and place an order based his advice.

Workshops/Conferences-

- The 110th PSAB Conference and Exhibition is scheduled for Hershey Lodge on May 22-25, 2022. Please contact the Secretary if you are interested in attending.

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

Adjournment- The meeting was adjourned by the President at 8:05 pm.

Respectfully Submitted,

David R. Carson
Secretary/Treasurer