

Eagles Mere Borough

Minutes

November 1, 2021
Regular Meeting

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

In the Gallery: Residents George Watson, Peter Glaubitz, Kate Albertini, John Brownback, and Tom Graff.

Pledge of Allegiance was recited by all in attendance.

Motion to Revise the Published Agenda- None needed.

Public Issues and Comments – None

Minutes- A motion to approve the minutes of the previous Regular Meeting of October 4, 2021 was made by Dennis Craig and seconded by Rick Liebert. The motion was approved.

Treasurer's Report – A motion to approve the interim financial report through September 30, 2021, as distributed with the minutes, was made by Dennis Craig and seconded by Rick Liebert. The motion was approved.

Open Records Officer:

Dave Carson reported on multiple Right to Know requests received during the month.

- Following the October 4, 2021 Council meeting, Jay Wilkinson filed three requests for communications/documents/invoices between EMB and Stiffler McGraw Engineers, communications between EMB and Eagles Mere Conservancy, Eagles Mere Association and Dr. Spahr related to the Clay Ave drainage project, and communications between EMB and PSAB relative to filling the vacant position of Mayor. Approximately 100 pages of materials were provided for these three requests which entailed over 12 hours of effort to gather the information.
- As a result of an email message sent by the Secretary on behalf of Council to all registered voters in Eagles Mere, Jay Wilkinson requested information on communications which resulted in the transmission of that email message, on who compiled the recipient list, and on authorizations by the recipients to have that communication from the Borough sent to them. Preparation of the response to this request was about 2 hours.

Zoning & Ordinance Officer report:

- The building on the corner of Fern and Allegheny Ave has been removed to comply with a Code Violation notice.

- Thirty-three letters have been mailed to residents notifying them of shrubbery or trees that violate Borough Ordinances.

Street Superintendent Report:

- The 12 orange traffic cones which disappeared after the Craft Fair have been recovered. They were collected and stored by EMAA personnel who thought the EMB label meant Eagles Mere Beach.

Mayor's Report: No Report

Emergency Management Coordinator's report: No Report

Points of Interest and Information from the Secretary:

- The Borough has received Realty Transfer taxes for September in the amount of \$1911.00 (Lucas > Rutledge-Paris).
- The Borough has received notice from PennDoT of their intent to micro-surface the pavement of Route 42 through town from Allegheny Ave to Lakewood Ave and Laporte Ave from Morgan Ave. to Route 42. The Department asked to be notified of drainage or utility issues that may impact existing or planned upgrades.
- Wheeland Lumber Co. has delivered a Cashier Check in the amount of \$20,525.00 to be held and, if necessary, cashed to fund repairs to borough roads caused by logging equipment.

Committees:

Finance: Interim financial reports for the Borough through October 28, 2021 were attached.

- The Borough continues to operate on a firm basis with adequate cash flow.
- Preliminary work and review for the 2022 budget has begun. It is anticipated that 10-14 hours per week will be added to the payroll in anticipation of additional help for the Secretary Treasurer. The Committee has accepted the requests from the Infrastructure Committee for road projects to include in the 2022 budget. There may need to be a Special Meeting of Council called and advertised in December to accomplish the required approvals of the 2022 Budget.

Museum: The Museum is now operating on weekends only.

- The 2022 Budget for the Museum is submitted for Council approval. A motion to accept and approve the budget was made by Jim Way and seconded by Rick Liebert. The Motion carried.

Infrastructure: -

- The committee has submitted its recommended projects for the 2022 budget.
- The status of the Clay Ave grant funded project was reviewed. The application to DEP for the outfall into the lake is holding up the process and will continue to do so. The project cannot be bid until the outfall permit is granted.

Ordinance: No Activity

Personnel: The Committee has submitted tentative personnel costs to be included in the 2022 Budget for the Borough, the Museum, and the Authority. It was noted that health insurance costs are expected to increase about 18% for 2022.

Website: Updates continue to be made as needed.

Continuing Business-

- None

New Business:

- Dr. John L. Hayes has applied to Sullivan County to sub-divide his property at 422 Pennsylvania Ave. He has asked to divide his parcel (No. 05-001-0058) into a lot with a single-family dwelling and a second lot that will be a Non-Building Parcel. Explicit approval of Borough Council will be required to remove the non-building classification from the recorded deed for that lot at any time in the future. It was moved by Dennis Craig and seconded by Doug Smith approve the division of parcel 05-001-0058 into two separate parcels with the smaller remaining as a non-conforming and as a non-buildable lot. The motion carried.
- The parcel (No. 05-004-0001) that has contained the Crestmont Guest House operation (Restaurant and Mulford residence building and the Guest Suites building) has been divided into two parcels. The Guests Suites portion has been sold to Wing Way, LLC (George Jenkins). The Borough needs to create an additional trash billing for this new entity. A motion to create a separate billing for the basic annual and per excess bag fee was made by Cole Lee and seconded by Jim Way. The motion carried with one abstention by Dennis Craig.
- Northern Tier Solid Waste Authority (NTSWA) provides disposal of compacted trash and recycling for the Borough. The volume of curb-side recycling has diminished to the point that they have asked to discontinue the service from January 1, 2022 through April 30 and from October 1 through December 31, 2022. Twice per month collections of curbside recycling will remain in effect from May 1 through September 30, 2022. Recycling pick-up from collection bins at the maintenance garage will continue without change. A motion to accept this requested change in level of service was made by Jim Way and seconded by Cole Lee. The motion passed with one negative vote by Doug Smith.
- The present Bylaws of the Museum are not clear on how member terms are determined, especially when an individual is appointed to fill an un-expired term. The Museum requests a revision to allow determination of term limits to count only full appointed terms for an individual and to ignore a term which filled an un-expired term of a previous appointed member. A motion to approve this concept, with the actual word to be made by the Museum Board, was offered by Dennis Craig and seconded by Lee Middleton. The motion passed.
- A blast email has been sent to registered voters in Eagles Mere Borough in an effort to determine who is interested in running for any of the three vacant positions that will require write-in elections. The intent is to share the names of interested candidates in a non-biased, non-partisan manner. This was done with the approval of President Feese and Member Liebert. Because of the timing, approval of the entire Council could not be obtained. Council endorsement of this effort is requested. After discussion, Council declined to approve the project and no further activity will be undertaken.

Workshops/Conferences-

- D. Carson will attend "Cybersecurity of the Small Entity" at NTRPDC in Towanda on November 16, 2021.

Payment of Bills- Approval to pay the bills, as reviewed by Dennis Craig, for the Borough and Museum was moved by Rick Liebert and seconded by Doug Smith. The motion passed.

Adjournment- The meeting was adjourned by the Vice President at 7:30 pm.

Respectfully Submitted,

David R. Carson
Secretary/Treasurer