

Eagles Mere Borough

Minutes

April 3, 2023
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, Kathy McCorkle, Rick Liebert and Jim Way with Dennis Craig by conference phone. Also present were Mayor John Brownback, and Secretary/Treasurer Dave Carson and Street Superintendent Jeremy Moore.

In the Gallery: Residents Brian Smith, Kay Wilson, and Peter Glaubitz

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.

Motion to Revise the Published Agenda- No changes or additions were requested.

Public Issues and Comments – Peter Glaubitz commented on the situation at the EM Post Office with inconsistent hours and the clerk being pulled to other locations of work assignments. It was suggested that a letter of support for the Post Office being classified as a “6 hour office” which will change the staffing category, would be useful. Motion to write such a letter from Borough Council was made by Dennis Craig and seconded by Lee Middleton. The motion passed.

Minutes- A motion to approve the minutes of the March 6, 2023 regular meeting was made by Dennis Craig and seconded by Kathy McCorkle. The motion was approved.

Treasurer’s Report – Interim financial reports through March 30, 2023 were distributed with the Agenda. It was moved by Lee Middleton and seconded by Kathy McCorkle to receive the report and to defer approval of the monthly financial report until the Auditor completes the audit. The motion passed.

Open Records/Right to Know Officer: No requests

Zoning & Ordinance Officer report:

- Zoning applications have been received as follows:
 - Haenn - build 3 story house and garage on the foundation of the recently demolished house.
 - Hunger – build garage behind existing house.
 - Davis, Robt – enlarge and replace deck
 - Craig, Dennis & Ruth – build bedroom additionAll applications met Zoning Ordinances and have been approved.
- Benjamin Freeman has now submitted a proper Zoning Application for the deck he built without applying. The deck portion has been approved as it complies

with Zoning Ordinances. The status of the ramp is under review and has not been approved. Freeman is also working with Code Inspections, Inc. to satisfy their requirements.

- Zoning Permit fees are above budget with 40% of the annual total already received.

Street Superintendent Report:

- Three pieces of road maintenance equipment that are no longer used have been placed on Municibid auction as previously approved by Council. It is hoped that the proceeds from these sales will cover the costs of a grapple attachment on the front bucket of the John Deere tractor for handling shrubs and downed limbs. The power broom sold for \$600. There were no bids on the other two items and Jeremy will look to trade them in for the grapple.

Mayor's Report:

- No report

Emergency Management Coordinator's report:

- The Application for Doug Steck to be Emergency Management Coordinator has been sent to Joe Carpenter, County EMC, for his approval and for forwarding to the Governor's Office.

Points of Interest and Information from the Secretary:

- There were no real estate transfers in February.
- A letter has been written to Shrewsbury Township supervisors requesting their annual contribution toward Worker's Compensation insurance for the Fire Company on a pro rata basis calculated on the number of properties served in each municipality.
- Real Estate tax revenue for 2023 has begun to be received.

Committees:

Finance:

- Interim financial reports through March 30, 2023, are attached to this Agenda.
- Larson – Kellett, our Auditors, are continuing to work on our 2021 audit. They are prepared to begin our 2022 audit as soon as 2021 is complete.

Museum:

- The Museum is now closed until Spring with the exception of Easter Saturday, April 8, 2023. (or by appointment in the interim).
- Karen Miller, Business Manager, is working to learn about and update the Museum's files.

Infrastructure: No Activity

Ordinance: No Activity

Personnel: No Activity

Website: Updates continue to be made as needed.

Continuing Business-

- The proposed road project for this year has been advertised for bid with bids received to be opened at this meeting. The project is to improve drainage on Sullivan Ave followed by repaving the street from Jones Ave to Geyelin Ave. Bid packages have been advertised, as required, and have been sent to known contractors likely to be interested. After the bids are opened, read, and reviewed, the winning bid should be accepted so the contractor can be notified. Bids were opened from HRI, Inc. for \$136,390, from H&K Group, Inc for \$123,828, and from R.C. Young, Inc. for \$99,310. Motion was made by Dennis Craig and seconded by Jim Way to accept the low bid from R.C. Young and to instruct Bill Feese to sign the necessary contracts. The motion passed.

New Business:

- Finance Chair Dennis Craig made the following motion: MOVED that the amount included in the Borough 2023 budget in support of the Eagles Mere Museum shall NOT be paid until such time as the Eagles Mere Museum provides the Council with the financial records and Quick Book files in support of those financial records for the period January 1, 2020 through the present. Lee Middleton seconded the motion which passed.

Workshops/Conferences-

- PSAB Annual Conference June 4-7, 2023. Planned attendance by Lee Middleton (Sunday and Monday only), Dave Carson (Sunday and Monday only), and Kathy McCorkle (Sunday Boot Camp only)

Payment of Bills- Approval to pay the bills (as reviewed) for the Borough was moved by Jim Way and seconded by Rick Liebert with abstain by Dennis Craig. The motion passed.

Executive Session- At 7:40 pm, President Feese called for an executive session of Council for the purpose of discussing Personnel issues.

Return to Regular Session- Council returned to regular session at 8:50 pm. There was no action necessary following the Executive Session for discussion of Personnel issues.

Adjournment- The meeting was adjourned by the President at 8:55 pm.

Respectfully Submitted,

David R. Carson
Secretary/Treasurer