

Eagles Mere Borough

Minutes

January 2, 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, Dennis Craig, Tom Graff, Rick Liebert, and on Conference phone, Jim Way. Also present were Mayor John Brownback, and Secretary/Treasurer Dave Carson.

In the Gallery: Residents Brian Smith, Kase Moore, Kathy McCorkle, and by phone, George Watson.

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 will count.

Motion to Revise the Published Agenda- It was suggested and agreed by all to handle New Business first on the Agenda.

Public Issues and Comments – None

Minutes- A motion to approve the minutes of the December 5, 2022 regular meeting, with typo corrected, was made by Dennis Craig and seconded by Tom Graff. The motion was approved.

Treasurer's Report – Interim financial reports through December 31, 2022 were distributed with the Agenda. It was moved by Dennis Craig and seconded by Tom Graff 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: The Borough has responded to a RTK request from resident George Watson citing an allowed extended time period. Mr. Watson is requesting Oath of Office forms and Statements of Financial Interest forms for selected Council members and Secretary Carson for the last 5 years. The information was provided before the expiration of the extension period on December 22, 2022.

Zoning & Ordinance Officer report:

- A zoning Application has been received from Alice Buehner for renovations and an addition to the house at 57 Mary Ave. The request complied with zoning codes and was approved.
- After consultation between Dave Carson and Mike Baldwin of Code Inspections, Inc. and inspection of the property at 308 Happy Hill Lane, Mr. Baldwin has sent a Violation Letter to owner Ben Freeman outlining that the “structure” he has built on the rear of his house was done so without proper Zoning Approval (with which it does not comply) and without a Building Permit. (and the structure would not “pass code”). He has until January 23, 2023 to correct the problem. Failure to do so may result in a citation filed with the District Magistrate.

Street Superintendent Report: It was noted by Council Members that excellent work was done by Jeremy Moore to clear the streets after the recent snow storms.

Mayor's Report: No report.

Emergency Management Coordinator's report: President Bill Feese noted that Wendy Hastings has agreed to remain as EMC until a replacement is found. Bill has appointed an ad hoc committee to help with identifying and interviewing a potential candidate. Included, in addition to himself, are Wendy Hastings, Mike Scarry, Liz Johnson, Kathy Wise, and John Brownback. It was noted that the Borough would cover any special expenses for a new appointee to attend required educational courses to become certified as an EMC. Lee Middleton will place an announcement in the NextDoor column.

Points of Interest and Information from the Secretary:

- There were two Real Estate transfers in November generating \$6,149.50 in transfer taxes. Hayes > Eaglets Hideaway, LLC and Yenrab, LLC(Pat Milberger) > Sabol.
- A second computer has been installed (and subsequently repaired) in the Borough Office which will allow a second party to have access to Quick Books and other files while the Secretary Treasurer can continue to have access to all other Borough and Authority computer files. Purchase of a second user license would allow both workers to access Quick Books at the same time. This can be done at any time should the need become apparent. Remote access to the system has not been installed yet. Remote backup (cloud) is operational.
- First Energy (Penelec) has offered to assist through a "Community Tree Program". This would consist of providing volunteers and equipment and the planting of saplings on Borough or non-profit locations. If the recipient prefers to provide their own tree, First Energy will contribute \$10 per tree. The Secretary has the request form.

Committees:

Finance:

- Interim financial reports through December 28, 2022, are attached to this Agenda.

Museum:

- The Museum is now closed until Spring. The Museum was open during the week between Christmas and New Years and had 28 visitors.
- The Museum Board is looking for a business manager to replace Gavin Siegfried who has resigned.

Infrastructure:

- The work on Clay Ave Phase I and Phase II has been completed for the season. Inlets and drain pipes have been installed from part way up the Clay Ave hill down to the Edgemere parking area and the outfall into the lake west of the Hardly Able building. There is an expectation that a Phase III will carry the installation further to the Village Green parking lot area. The outfall into the lake is complete. In the process of installation of the pipe lines, multiple underground springs were encountered and the pipes in nearby areas were perforated to accept the runoff from the springs. That water is now entering the lake through the outfall. Some additional clean-up and plantings will be done in the spring.

Ordinance: No Activity

Personnel:

- No Activity

Website: Updates continue to be made as needed.

Continuing Business-

- Paul Baran has served Eagles Mere for many years as Sewer Enforcement Officer. For those areas of the Borough not served by the Sewer Authority, he does percolation tests, determines the type of on-site sewage treatment needed, and inspects and approves the final installation. He has asked to be appointed for another year and has provided a 2023 fee schedule.

New Business:

- The Borough has received a Letter of Resignation from Doug Smith asking to withdraw from his Borough Council position. The letter was dated December 9, 2022 and becomes effective on that date or when Council accepts his resignation, whichever is later. A motion accepting the Resignation, with regret, was made by Lee Middleton and seconded by Dennis Craig. The motion passed.
- It was noted that nominations to fill the vacated Council seat can be accepted for immediate action. Rick Liebert nominated Kathy McCorkle to fill the vacant seat. She is a full time Borough resident and registered voter who has excellent leadership experience and service credentials. Dennis Craig seconded the nomination and it was followed by a unanimous vote in favor. Kathy came forward and Mayor Brownback administered the Oath of Office. Kathy took her seat at the Council table.
- Borough Council meetings need to be advertised for 2023. The recommendation is for the typical first Monday evening at 7:00 except September when it will be the first Tuesday (September 5) and January 2024 when it will be the first Tuesday (January 2, 2024). The schedule of Council Committees will be advertised as they currently stand unless Committee Chairs request otherwise. A motion designating the proposed meeting dates for Council and committees was made by Dennis Craig and seconded by Tom Graff.
- There was concern expressed for community safety during the Community Christmas Tree Lighting festivities. The large number of attendees filled Pennsylvania Ave. and, at times, spread onto Eagles Mere Ave. (Route 42). This concern will be forwarded to the planning committee for the 2023 event for action.

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Workshops/Conferences-

- None scheduled

Payment of Bills- Approval to pay the bills for the Borough and Museum as reviewed 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