

# **Eagles Mere Borough Minutes**

## **January 3, 2022 Biannual Organizational and Regular Meeting**

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

**In the Gallery:** Residents Kathy Martin, Liz Johnson, Barb and Bruce Powers, and Notary Kase Moore.

**Pledge of Allegiance** was recited by all in attendance.

### **Biannual Organizational Meeting**

**Call to Order-Organizational Meeting:** Mayor John Brownback

**Notarization of Affidavits of Residence, of Oath of Office, and submission of Financial Responsibility Forms**

- forms provided to each Council Member and notarized by Kase Moore

**Swearing in of Mayor Brownback** (Notary Kase Moore presiding)

**Swearing in of Council Members** (Mayor Brownback, presiding)

**Nomination and Election of Council Officers** (Mayor Brownback presiding)

- Mayor Brownback called for nominations for the office of Council President. William Feese was nominated. There were no further nominations and the mayor declared William Feese to be elected President of Council.
- Mayor Brownback called for nominations for the office of Council Vice President. Lee Middleton was nominated. There were no further nominations and the mayor declared Lee Middleton to be elected Vice President of Council.
- Mayor Brownback called for nominations for the office of Council President Pro Tem. Rick Liebert was nominated. There were no further nominations and the mayor declared Rick Liebert to be elected President Pro Tem of Council.

### **Regular Monthly Meeting**

(Newly re-elected President Feese presiding)

**Motion to Revise the Published Agenda-** (if needed) No motion made.

**Motion to Re-Open the 2020 budget for further consideration-** No motion made

**Public Issues and Comments** – None

**Minutes:** A motion to approve the minutes of the previous Regular Meeting of December 6, 2021 and the Special Meeting of December 27, 2021 was made by Lee Middleton and seconded by Tom Graff. The motion was approved.

**Treasurer's Report** – Interim financial report through December 30, 2021, as distributed with the minutes, was made by Lee Middleton and seconded by Tom Graff. The motion was approved.

**Open Records Officer:**

- There have been no requests received.

**Zoning & Ordinance Officer report:**

- No requests

**Street Superintendent Report:**

- Reminder that Northern Tier Solid Waste Authority will not pick up curbside recycling until May, 2022.
- The new dump truck up-fitting is complete and it is ready for pick-up in Towanda.

**Mayor's Report:** John Brownback noted that he performed a marriage on December 30, 2021.

**Emergency Management Coordinator's report:** No Report

**Points of Interest and Information from the Secretary:**

- The Borough has received Realty Transfer taxes for November in the amount of \$6512.10 (Bryfogle > Black, Cooney > Stancelly Ventures, LLC, Holmes > Stall, Holmes > Gould, Holmes > Milligan).
- The Borough Solicitor has been requested to provide guidance on the closing and vacating or on the reactivation of "Borough Streets" on existing parcel maps maintained by Sullivan County.
- The Solicitor has requested an extension on the due dates for arguments in the appeal of a Right to Know response. The information originally requested does not exist within the Borough records. A letter providing a general response to questions was timely but did not specifically note that documents requested do not exist in the Borough.
- The Borough Budget for 2022 was passed and the tax rate for 2022 was set at the Special Meeting on December 27. The required advertisements noting this fact have been printed in the Williamsport Sun Gazette and will appear in the next published edition of the Sullivan Review. Notices have been sent to the County and to the State, as required.

**Committees:**

- **Finance:** Chair Dennis Craig noted that the interim financial reports distributed include a portion of the grant proceeds for Clay Ave. included as income and that there is an obligation to spend or return these funds. The new dump truck is included as a capital expense but the up-fitting is yet to be billed.

**Museum:** The Museum is now closed until Spring.

**Infrastructure:** No Activity

**Ordinance:**

**Personnel:** Chair Rick Liebert reviewed an issue that has come to light. When Dave Carson was hired in 2018, he was covered by Medicare and no health insurance, which is provided at no cost to other full-time employees, was needed. It is now known that the Secretary has been paying, through a deduction from his Social Security payment, for Medicare Part B at a rate that is set each year by Medicare. For 2022 the amount will be \$170.10 each or \$340.20 self and spouse

coverage. The total unpaid obligation, from employment through December 31, 2021, is just under \$12,000. Reimbursement of the monthly cost going forward and of the balance since employment is needed to avoid having the Borough's benefit plan being deemed discriminatory. After discussion, it was moved by Rick Liebert to reimburse the monthly amount of \$340.20 for January and February, 2022 and the Personnel and Finance Committees would look into how or if the other payments could be made and would report at the February meeting. The motion was seconded by Dennis Craig and was passed by Council.

**Website:** Updates continue to be made as needed.

**Continuing Business-** None

**New Business:**

- Setting meeting dates and times for 2022.  
Proposed Council meeting dates: (first Monday unless noted) Feb 7, Mar 7, Apr 4, May 2, Jun 6, July 5, (Tues), Aug 1, Sep 6 (Tues), Oct 3, Nov 7, Dec 5. All meetings at 7:00 pm in Borough Hall, 915 Laporte Ave., Eagles Mere, PA. Motion to approve the dates was made by Lee Middleton and seconded by Tom Graff. The motion passed.
- Appointment of Council Committees and Chairs (Selection of Committee assignments is traditionally the prerogative of the Council President.) Note: Expiring Committee members for 2021 and current meeting dates and times are attached on a separate sheet. President Feese will distribute a list of his appointments when determined.
- Council President Feese has received notice from Jay Wilkinson, Vacancy Board Chair, that he does not wish to be considered for reappointment. The president noted this decision and thanked Jay for his service.
- Appointments for 2022.
  - Vacancy Board Chair - TBD
  - Zoning Hearing Board (three-year term) - Doug Rider
  - Solicitor – J. David Smith, Esq., McCormick Law Firm
  - Sewer Enforcement Officer – Paul Baron (Teri Baron, Alternate)
  - Engineer – Eric Casanave, P.E., Stiffler McGraw
  - Sullivan County Council of Governments representative – David Carson
  - Sullivan County Tax Collection Committee representative – Lee Middleton
  - Emergency Management Coordinator – Wendy Hastings
  - Ordinance and Zoning Officer – David CarsonIt was moved by Dennis Craig and seconded by Jim Way to accept and confirm these appointments for 2022. The motion passed.

**Workshops/Conferences-**

- None Scheduled. Attendance at the New Council Member Boot Camp is again suggested for new Members Smith, Way, and Graff. The Secretary Treasurer has provided each with information.

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

**Adjournment-** The meeting was adjourned by the President at 7:40 pm.

Respectfully Submitted,

David R. Carson  
Secretary/Treasurer