

Eagles Mere Borough

Minutes

January 21, 2016

7:00 pm

The Honorable Joan Werner swore in newly elected Rick Liebert and re-elected officials William Feese and David Werner. All paperwork was in order and filed with the secretary.

The Reorganization meeting of the Eagles Mere Borough Council was called to order on the above date by Mayor Werner with the afore mentioned members, Christelle Loftus, John Huhn, Walter Haussmann, Robert Spahr, and Secretary/Treasurer Wilson. In the gallery: J. Moore, K. Smith, R. Lobach, C. Shoemaker, L. Middleton, N. Liebert and Mr. R. Lyon who videoed the proceedings.

A **nomination for President** was made by John Huhn for **William Feese**. No other nominations being forthcoming, it was seconded by Ms. Loftus and approved unanimously. (This was his 14th consecutive nomination and election as President. **Christelle Loftus was nominated to continue as Vice President** by Mr. Werner. No other nominations were offered and it was seconded by Mr. Haussmann, approved unanimously. Mayor Werner then turned the meeting over to President Feese.

The following appointments were made and approved by the re-organized Council:

President Pro Tempore: Dave Werner was selected on motion from Ms. Loftus, seconded by Mr. Spahr.

Vacancy Board: John Ecker was appointed on motion from Mr. Haussmann, seconded by Mr. Huhn.

Sullivan County Council of Government(COG):John Huhn will represent the EM Council, on motion from Ms. Loftus, seconded by Mr. Werner.

Shade Tree Commission: John Ecker, Lee Middleton, George Freeland will serve on a motion from Mr. Werner, seconded by Ms. Loftus. Staggered terms are L. Middleton 2016, J. Ecker-2017, G.Freeland-2018.

EMBA: 5 year terms: Paul Booth & John Huhn were reappointed on motion from Mr. Haussmann, seconded by Mr. Spahr.

Emergency Management Coordinator: Wendy Hastings will continue this position on a motion from Mr. Huhn, seconded by Ms. Loftus.

Museum Board:3 year terms- Jean Alley, Joyce Igoe, Kay Wilson were added to the board on a motion from Ms. Loftus, seconded by Mr. Haussmann.

Zoning Hearing Board: 5 year term- Douglas Rider will continue as a member on a motion from Mr. Haussmann, seconded by Mr. Werner

Solicitor: McCormick Law Firm-David Smith & Christopher Kenyon will continue on a motion from Ms. Loftus, seconded by Mr. Huhn

Sewer Enforcement Officer & Alternate: Paul Baron, Terri Baron (rates on file) will continue on a motion from Ms. Loftus, seconded by Mr. Huhn.

Engineer: Larson Design is designated on a motion from Mr. Spahr, seconded by Mr. Huhn

4th of July Commissioner: Alyssa Rickles will continue on a motion from Ms. Loftus, seconded by Mr. Haussmann

Sullivan County Tax Collection Committee-John Brownback was again selected on a motion from Mr. Huhn, seconded by Ms. Loftus.

Museum/Foundation Advisory Board - Walter Haussmann & Leslie Druschel were selected on a motion from Ms. Loftus, seconded by Mr. Werner. **Three year terms** were determined on a motion by Ms. Loftus, seconded by Mr. Spahr.

The Following Employees were approved by Council at the rates listed:

- Kay Wilson ~EMB Secretary/Treasurer/Open Records Officer@ \$14,778 (\$18,95hr) & EMBA Secretary/Treasurer/Open Records Officer:@ \$14,778 plus benefits on a motion from Mr. Huhn, seconded by Mr. Werner.
- Adam Maczuga~ EMB Ordinance & Zoning Officer @ \$6547 annually~ EMBA Facilities Manager@ \$ 51,735(24.88hr) plus benefits on a motion from Mr. Huhn seconded by Mr. Haussmann.
- Jeremy Moore~ Street Superintendent: @ \$38,817(18.67Hr) plus benefits on a motion from Mr. Haussmann, seconded by Ms. Loftus.
- Cheryl Shoemaker~ Summer Helper: @ \$13.11 /Hr. on a motion from Ms. Loftus, seconded by Mr. Spahr.
- Jeff Rock was listed as Winter Helper: @ \$20/Hr. on a motion from Ms. Loftus, seconded by Mr. Haussmann
- Kase Smith~ Website Manager: @ \$102/monthly on a motion from Mr. Liebert, seconded by Mr. Spahr.
- Museum Shopkeepers~ B. Peonessa & T. Kleinsmith @ \$8/Hr on a motion from Mr. Liebert, seconded by Mr. Werner.
- Museum Shop Secretary & Shopkeeper~ Lisa Frey- \$10/hr. on a motion from Mr. Haussmann, seconded by Mr. Werner.

Committee Assignments- President Feese appointed the members to each committee, but each committee needs to establish times for advertising. First person listed will be the chair.

- ❖ Finance – D. Werner, B. Spahr, W. Haussmann
- ❖ Personnel- C. Loftus, B. Feese, R. Liebert
- ❖ Infrastructure – J. Huhn, B. Spahr, B. Feese
- ❖ Ordinance- R. Liebert, J. Huhn, D. Werner
- ❖ Museum- W. Haussmann, C. Loftus, B. Spahr
- ❖ Website- B. Feese, C. Loftus, K. Wilson

President Feese concluded the re-organization meeting and called the regular meeting to order.

Public Comments: no issues were discussed.

Minutes- for the previous monthly meeting were approved on a motion from Mr. Huhn, seconded by Ms. Loftus.

Treasurer's Report – for the previous month were approved with the minutes. The treasurer recommended keeping current accounts with the Peoples State Bank for the time being. They will arrange to install a check reader at no charge for making online deposits. They also offered direct deposit services that will be reviewed before recommendation. Cash deposits and some other transactions may have to be done

at their Dushore Branch. Additions to the Bills to Pay were made for invoices received after the agendas were mailed.

Street Superintendent Report: see Milligan comments below.

Open Records Officer: No RTO forms received or filed.

Ordinance & Zoning Officer's Report- Zoning Permit issued for Fetrow for a large storage shed with porch.

Sidewalks Pending- Casey -Laporte Ave. EMAA- Allegheny Ave

Parking Officer Report: Nothing new at this time. One ticket from last summer is still not processed.

Business Conducted -

1. **Milligan's driveway** issue is being resolved. During a meeting with the owners it was stated they will be using the new entrance and abandoning the old site which is causing the street drainage & plowing concerns.
2. **Ward/North Financial subdivision**-no further information is available at meeting time. Concern from neighbors continues. The County Planning Commission has been contacted for any information they have to offer, they haven't received any application as of this date.
3. **Trees at Crestmont**- there have been many large trees removed on the Crestmont & Condo Association properties. Several other trees along the driveway are in Shade Tree right of way and will need to be reviewed by the STC and/or ordinance officer. Newly appointed STC member, Lee Middleton, will contact Mr. Miller regarding this. He indicated rhododendron and laurel are being considered for re-planting. Arborists would be paid for from the STC account.
4. **Tree City**- 2015 application was rejected due to a missing proclamation. An application can and will be re-submitted for 2016.
5. **Pending issues**, that have been carried for several years, will be removed as they are no longer relevant at this time. If the subjects are raised in future they will be re-instated.
6. **Red Cross Heroes Awareness**- they are looking for nominees from any local groups. The letter will be given to the EM Fire Company.

Mayor's Report:

No positive information received regarding any other bank coming to town. WVIA Home Town Program may be aired the end of February.

Committees:

Museum : Mark Lewis' lumber history was very well attended, he may be asked to return for another lecture.

Finance: no meeting was held last month and all looks good.

Secretary's Notes:

- ✓ Election Appointments- the Borough has received written resignation confirmations for Judge of Elections and Minority Inspector from Ms. Huhn and Ms. Klarsch respectively. Election Petitions applications received from

Francine Doyle at the courthouse have been filled in and returned to her with copies of the resignations. Appointments will be made by County Judge very soon.

- ✓ Equifax and U/C reports have been filled out filed for Ms. Shoemaker's layoff.
- ✓ Zoning Hearing Board minutes are available for Elizabeth Maynard hearing for an exception for new construction on a non-conforming lot.
- ✓ Certified letter sent to Kevin Gardner regarding 2 lots in the EM Park that need to be combined before further listings for sale of property. CC'd Real Estate Office.
- ✓ Notified Highmark BC/BS regarding Health Insurance renewal revision and approval for employees to have identity protection at no cost.
- ✓ Filed DCED Tax Information form for 2016.
- ✓ EMHVI has been advised Council has approved EMHVI's appointment of Dennis Craig as Council's appointee to their board.
- ✓ Filed BAS Census report verifying there has been no boundary changes in 2015.
- ✓ Thank you note received from the Shannon's for a lovely Christmas Party. Ms. Loftus also wished to thank everyone for their help in making it a success.
- ✓ Minute book scanning was postponed by General Code Publishers. Will reschedule after the holidays.

The bills were ordered paid for the Borough and Museum by motion from Mr. Huhn, seconded by Mr. Werner.

The meeting was adjourned by of the President.

Respectfully Submitted,

Kay L. Wilson
Secretary/Treasurer