

Eagles Mere Borough

Minutes

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March 7, 2016

The Eagles Mere Borough Council meeting was called to order at 7 PM on the above date by President Feese with the following Council members and the Mayor, Joan Werner in attendance: VP Christelle Loftus, John Huhn, Dave Werner. By conference phone: Richard Liebert & Robert Spahr. Secretary/Treasurer Wilson. In the gallery: J. Moore, K. Smith, J. Wilkinson & R. Lobach.

Public Comments: no issues were presented.

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

Treasurer's Report – for the previous month was approved with the minutes. 2015 Trash fees still owing \$91.

Street Superintendent Report: written reports were sent with agendas. Work on Mary Ave storm drain was estimated by Pendot for about \$4200. Brian Smith provided an estimate for \$1930 Mr. Moore was directed to get it done at the least amount needed.

Open Records Officer: No RTO forms received or filed.

Ordinance & Zoning Officer's Report-

Parking Officer Report: Nothing at this time.

Business Conducted –

- **STC-**A meeting will be arranged with the Solicitor to discuss responsibilities & duties for STC and Borough. Guidelines need to be established for what criteria is needed to remove a tree, who can authorize tree removal, etc.

It was suggested that someone from the Council be appointed to attend Commission meetings. It was approved on a motion from Mr. Werner, seconded by Ms. Loftus. Bob Spahr agreed to this assignment and John Huhn was designated as alternate.

- **North Financial Subdivision-** no further developments are evident.
- **Updating Borough's Code Book-** Estimate is being prepared.
- **Borough Hall Cleaning-** Ms. Wilson is using her Roomba to do the cleaning, Ms. Loftus moved to purchase this vacuum for \$100. It was approved on second from Mr. Werner.
- **Ethics Forms** are available for anyone who hasn't filed one to date.

- **PSAB-** Resolution from the Borough regarding Health Care Coverage for municipalities through the state plan has been reviewed by Tina Pickett and she has endorsed it to PSAB for presentation at their annual conference. Who's Who listing was not approved for expenditures.
- **Donation of a Hobart portable mig welder** was made by President Feese. It was accepted on a motion from Mr. Huhn, seconded by Mr. Werner.
- **EM Fire Company Workman's Comp Coverage-** President Feese read the list and it is attached to the minutes.
- **Penelec Right of Way-** on a motion from Mr. Huhn, seconded by Werner the right of way proposed for the west side of Hayes Avenue was denied. A letter will be sent to Penelec advising them of the Council's decision. See Infrastructure Committee notes below.
- **CD** purchase for Museum was approved on a motion from Ms. Loftus, seconded by Mr. Werner.

Mayor's Report:

The Mayor has completed webinars for grants that will be considered for 2017 as the time to apply for 2016 is in April.

COMMITTEES:

Finance: Cmte Meeting held on Friday, all is good. The audit is complete with no findings and ready to be advertised.

Personnel: newsletter and website applications have been submitted to PSAB for award consideration at the annual conference.

Infrastructure: The Paving contract prepared by Pendot will be put out for bids as soon as it is ready. The storm drain at Mary and Allegheny Aves will be repaired before the paving begins. The Eagles Mere Inn has been working on getting their gutters/drains re-located to a tank in the ground that will connect with the storm drain in the street. Lisa Maynard who is building a new home on Hayes Ave. needs electric service. Penelec's proposed right of way would destroy a good deal of Albertini's trees and landscaping. There are other options that can be considered.

Museum : Interns were interviewed at Penn State and at the museum. Several likely candidates applied and 2 will be chosen for this summer. The INVEST account is not drawing sufficient interest. The Board would like to close this account and purchase a CD at 1st Columbia Bank & Trust for a better investment.

Ordinance: no meeting will be held in March.

Website: waiting for one out of town customer to pay for 2016.

Secretary's Notes:

- ✓ **Quickbooks** 2016 has been purchased and will be installed after EMBA billing is done-Cost \$355.90 paid by EMBA. Payroll Processing was also updated in Feb. @ \$519 which is paid annually by the Borough.
- ✓ **Costars Salt Contract** application was processed and received 2/3/16.
- ✓ **Committee Meetings** were advertised.
- ✓ **Updated U/C** information for Cheryl Shoemaker's new claim.

- ✓ **Audits-** Borough audit took 2 days, Museum was done on 2/5 . It is in draft form at this date. W/C Insurance audit was completed on Feb. 9 and the State Audit for Liquid Fuels was completed on Feb. 17th. I am happy to report there were no findings or problems with any of them. EIT audit letter for distributions was returned with no findings.
- ✓ **Comcast** has changed the professional installer charge as of March 7 to \$79.99.
- ✓ **Gannon Insurance Associates** sent a letter of interest. Please see secretary for brochure and letter if interested in interview before budget season.
- ✓ **Frontier-** renewed bundle contract on Maintenance Garage phone. There will be adjustment next month to adjust for their over charges.
- ✓ **Pending-**no acknowledgement from PSAB to our letter re: adding municipalities to State Health Plan.
- ✓ **Minute Books-** have been scanned and awaiting DVDs & billing.

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