

Eagles Mere Borough

AGENDA

December 6, 2021
Regular Monthly Meeting
Time: 7:00 pm

William Feese, Louise Middleton, Dennis Craig, Cole Lee, Doug Smith, Jim Way and Richard Liebert. Mayor John Brownback. Also present may be Secretary/Treasurer: Dave Carson, and Street Superintendent: Jeremy Moore and Emergency Management Coordinator: Wendy Hastings. Invited guest: Councilmember-elect Tom Graff.

(For those wishing to participate by phone, the Dial-in access number is 1 605 562 8400 and the Participant access code is 8026073#. Please let the Secretary know if you plan to dial in so the call can be set up.)

In the Gallery:

Call to Order: Council President Bill Feese

Pledge of Allegiance:

Motion to Revise the Published Agenda: (if needed)

Public Issues & Comments:

Minutes: Approve November 1, 2021 Regular Meeting minutes and the November 8, 2021 Special Meeting minutes as included with Agenda.

Treasurer's Report:

- Interim reports sent with agendas. Reports are through November 30, 2021.

Open Records/Right to Know Officer: Right-To-Know requests for information have been received for routine real estate tax collector information and for Borough employee statistics. Responses were provided on a timely basis. A request was received from a property owner abutting Hayes Ave but the Documents Requested section appeared blank in the email. The request was dated October 19, 2021, but was not received until November 22, 2021. In the meantime, as a result of other correspondence, a written response was provided by the Secretary in text format. On November 23, 2021, a notice from the Office of Open Records appealing the non-response to the original document. The Solicitor has been asked to assist with resolving this issue.

Zoning & Ordinance Officer report:

- Two Zoning applications have been received, both for approval and placement location for pre-built storage buildings. One is for the Tippe property on Fern Lane and the other for the Walkup property on Allegheny Ave. Both are within Zoning regulations and have been approved.
- As a matter of information, there have been 22 Zoning applications submitted to date in 2021. There were 20 in calendar year 2020 and 13 in 2019.

Street Superintendent Report:

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- Northern Tier Solid Waste Authority will pick up curbside recycling on December 7 to finish the year. They will not provide curbside pickup again until May 3, 2022 when they will begin twice per month pick-up through the season ending in September, 2022. Recycling sorting bins will continue to be available at the Borough Garage.
- With the end of leaf clean-up season, the Streets Helper assignment has ended until May, 2022, unless he is called in to assist with snow plowing on an as needed basis.

Mayor's Report: John Brownback is welcomed to his first meeting as Mayor.

Emergency Management Coordinator's report:

Points of Interest and Information from the Secretary:

- The Borough has received Realty Transfer taxes for October in the amount of \$11,390.05 (Zelton>Cooney, Mulford>Wing Way, LLC., Hoopes >Laudeman, Mooney>Snyder, Holmes>EM Black Diamond, LLC, Miller>EM Borough Authority).
- The Borough Solicitor has responded to a letter from the attorney for Dereck Dilks relative to the status of Wingert Lane. It was noted that the Borough has considered this an open Borough street for decades and knows of no legal action that would convert this status to the private ownership of Mr. Dilks. Per previous Council decisions, Wingert Lane will receive maintenance as needed, in the sole judgement of the Street Superintendent, and it will receive no winter services.
- The northeasterly extension of Hayes Ave has been cleared and graded by action of Eagles Edge Preserve, LLC(EEP). EEP contends that the "Borough street" status of this road expired 21 years after it was established in the early 1900's after no action to use or open the street occurred. The property is owned by the Borough, in trust for the abutting landowners who now control its use. As an abutting landowner, EEP initiated the clearing in order to gain access to its property for logging operations. The Borough stopped the activity briefly until our Solicitor confirmed the Pennsylvania laws relative to paper streets. The Borough has no absolute control over this or other unopened "Borough Streets" because much more than 21 years have passed since they were laid out. One abutting property owner has asked that the work be stopped and has indicated an intent to pursue this issue.
- Pennsylvania State Police have notified us that fines and penalties in the amount of \$138.48 have been deposited in the Borough's account

Committee Reports:

Finance-

- Interim financial reports through November 30, 2021 are attached to this Agenda.
- The Borough continues to operate soundly and within budget with adequate cash flow.
- Preparation of the Budget for 2022 is underway. It will require tentative approval of Council and then be available for public inspection before final adoption. Council will need at least one Special Meeting in December to accomplish this process which will include an Ordinance or Resolution specifying the real estate tax rate for 2022.

Infrastructure- No Activity

Museum- The Museum is now operating on weekends only.

Ordinance- No Activity

Personnel- No Activity

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Website- Updates continue to be made by Kase Moore as needed.

Continued Business:

- The application to the Department of Environmental Protection (DEP) for the outfall for storm water runoff into the lake from Clay Ave. is now complete and will be submitted in the next few days. The Application has been prepared by our Engineer and includes confirmation that no endangered flora or fauna are involved, that Community concerns, if any, have been addressed, that no coal, industrial, or hazardous wastes are involved, that wetland and flood plain lands are not involved, that the Pennsylvania Natural Diversity Inventory and the Aquatic Resources Impact Table have been completed, and that the required documents for PA DEP and the Army Corps of Engineers-Susquehanna River Basin District are provided. Approval of this outfall permit application is necessary before the project can be bid and such approval may take six months. We have been authorized to extend the estimated completion date for the work approved under the 2021 low volume road grant award until December, 2022. We have also been asked to apply for a 2022 low volume road grant which, if awarded, can be done simultaneously with the 2021 award so the project can be bid and undertaken as one project with separate accounting. Council approval of this DEP outfall application is requested before it is signed and submitted. Approval of the 2022 low volume road grant application will be sought when it is completed.

New Business:

- The Borough has an annual contract with the Bradford County Humane Society to provide animal sheltering and related services, as needed, for the annual fee of \$.25 per capita based on 2020 census population of 148 or \$37.00. This is a renewal of an ongoing contractual agreement. The fee for 2021 was \$24.00 and the Borough made a voluntary contribution of \$50 to cover this charge plus some extra. Approval to continue this contract is requested.
- In March, 2021, Council agreed to accept placement of an informative sign to be provided by the Endless Mountains Heritage Region. This sign is now available. However, the final product can be placed as a one-sided sign or as a two-sided sign with the second side developed and paid for by the Borough. Estimated costs to develop a second face is less than \$2500.00. Control of the content on the second side is totally up to the Borough. Mayor Lobach was on the committee that developed the sign content for the four signs placed in the County. The content of the Borough oriented sign can also be used to develop a brochure and other resources for the Borough. Approval of this expense is requested.

Workshops/Conferences-

- None Scheduled. Attendance at the New Council Member Boot Camp is suggested for new Members Smith, Way, and Graff.

Payment of Bills- Approval to pay the bills (as reviewed) for the Borough and Museum is requested.

Adjourn the meeting at _____ pm.