

## Eagles Mere Borough

# AGENDA

**January 2, 2023**  
Regular Monthly Meeting  
**Time: 7:00 pm**  
**Location: Borough Hall**

William Feese, Louise Middleton, Dennis Craig, Tom Graff, Jim Way, Doug Smith, and Richard Liebert. Mayor John Brownback. Also present may be Secretary/Treasurer: Dave Carson, and Street Superintendent: Jeremy Moore.

(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.)

Per PA Statutes for Boroughs, a quorum consists of only those Council members in the room but Council members attending by Conference Phone may vote once a quorum is established.

### **In the Gallery:**

**Call to Order-Regular Monthly Meeting:** (President of Council presiding)

**Pledge of Allegiance:**

**Motion to Revise the Published Agenda:** (if needed)

**Public Issues & Comments:**

**Minutes:** Approve the draft of the December 5, 2022 Regular Meeting minutes and of the December 12, 2022 Special Meeting minutes. A copy of each document is included with the Agenda.

**Treasurer's Report:**

- Interim reports sent with agendas. Reports are through December 28, 2022.

**Open Records/Right to Know Officer:**

- The Borough has responded to the RTK request from resident George Watson within the allowed extension period. The package of requested documents (22pages) has been scanned and emailed to Mr. Watson on December, 22, 2022 as promised.
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**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 with Mike Baldwin of Code Inspections, Inc. and inspection of the property at 308 Happy Hill Lane, Mr. Baldwin has sent a Violation Letter to 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

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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:**

### **Mayor’s Report:**

### **Emergency Management Coordinator’s report:**

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

- There were two Real Estate transfers in November generating \$6,149.50 in transfer taxes. Hayes > Eglets Hidaway, 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 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.

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### **Committees:**

#### **Finance-**

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

#### **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.

#### **Museum-**

- The Museum is now open each Saturday and Sunday, 11:00 am to 4:00 pm.
- The Museum Board is looking of a business manager to replace Gavin Siegfried who has resigned.

#### **Ordinance-** No Activity

#### **Personnel-** No Activity

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

### **Continued Business:**

- Paul Baran has served Eagles Mere for many years as Sewer Enforcement Officer. For those portions 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 is needed and will start the 30-day clock to identify and appoint a replacement.
- Nominations to fill the vacated Council seat can be accepted for immediate action.
- Borough Council meetings need to be advertised for 2023. The recommendation is 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 is needed.

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

**Adjourn the meeting at \_\_\_\_\_ pm.**