

Eagles Mere Borough

Minutes

March 6, 2023

Regular Monthly Meeting

DRAFT

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

In the Gallery: Residents Ben Freeman with Shelly, Kathy Martin, and Brian Smith

Pledge of Allegiance was recited by all in attendance.

Quorum Present: Council President Feese declared that a Quorum was present based on Council Members in the room.

Motion to Revise the Published Agenda- No changes or additions were requested.

Public Issues and Comments – Ben Freeman asked to discuss the deck he has built behind his house at 308 Happy Hill Lane. Zoning Officer Carson reported that the structure was built without a Zoning application and without a Zoning Permit. Further, the structure was built without a Building Permit issued by Code Inspections, Inc., the appointed Building Inspector for Eagles Mere Borough and therefore has not been properly inspected. Mr. Carson informed Mr. Freeman that the square deck portion of the structure would qualify under Eagles Mere Zoning Codes, had a Zoning Application been submitted. The ramp or walkway portion requires more research and may or may not be permitted. Code Inspections, Inc have initiated legal action to require application for a Building Permit.

Minutes- A motion to approve the minutes of the February 6, 2023 regular meeting was made by Lee Middleton and seconded by Tom Graff. The motion was approved.

Treasurer's Report – Interim financial reports through February 28, 2023 were distributed with the Agenda. It was moved by Lee Middleton and seconded by Tom Graff to receive the report and to defer approval of the monthly financial report until the Auditor completes the audit. The motion passed.

Open Records/Right to Know Officer: No requests

Zoning & Ordinance Officer report:

- No new requests received. There have been preliminary consultations on several potential projects.

- A letter has been sent to Benjamin Freeman of Happy Hill Lane from the Zoning Officer stating that he has built an addition to his house without Zoning review or approval. Likewise, Code Inspections, Inc. has sent a letter of violation that he has built an addition without a proper building permit and therefore without proper inspections. The outcome of these violations is yet to be determined.

Street Superintendent Report:

- Three pieces of road maintenance equipment that are no longer used have been placed on Municibid auction as previously approved by Council. It is hoped that the proceeds from these sales will cover the costs of a grapple attachment on the front bucket of the John Deere tractor to be for handling shrubs and downed limbs

Mayor's Report:

- Mayor Brownback reported that he performed a wedding ceremony for Brittany Mapes and Duston Wilson on February 13, 2023.

Emergency Management Coordinator's report:

- President Bill Feese, Wendy Hastings, and Rick Liebert have interviewed a person who is interested in appointment to the position. He is a property owner in the Borough who lives within 30 minutes of town. He has impressive credentials. Action on this issue is taken under Continued Business.

Points of Interest and Information from the Secretary:

- There were real estate transfers in January generating \$2401.00 in transfer taxes. Conn > Pulliam, and Northern Trust Co. > David Werner.
- Marion Klopp, President of the EM Ambulance Association, is now receiving Worker's Compensation as a result of a right shoulder injury incurred while on duty. She will require rotator surgery and will be off for about six months. In accordance with State Worker's Comp regulations, she will be paid by our insurance carrier during this time.
- Sullivan County Assessment Office has determined that the Commonwealth Telephone Co. property is assessed at \$54,100 for payment in lieu of taxes program.

Committees:

Finance:

- Interim financial reports through January 31, 2022, are attached to this Agenda. Annual insurance premiums are paid in January but there is little income in this month so the reports show a significant loss to date. There was a motion to accept the financial reports by Kathy McCorkle and seconded by Dennis Craig. The motion passed.

Museum:

- The Museum is now closed until Spring except for opening on Easter Saturday, April 8, 2023. The Museum was open during the week between Christmas and New Years and had 28 visitors.

- The Museum Board has approved the hiring of Karen Miller of Millville as business manager at a rate of \$18 per hour. She replaces Gavin Siegfried who has resigned, effective January 31, 2023. It was moved by Dennis Craig and seconded by Jim Way to approve the hiring of Karen Miller at the rate of \$18 per hour. The motion passed.

Infrastructure:

Ordinance: No Activity

Personnel: No Activity

Website: Updates continue to be made as needed.

Continuing Business- None

New Business:

- President Feese has proposed the establishment of an Emergency Response Committee to assist the President and the Emergency Management Coordinator at times when emergency decisions and actions are needed. He proposes the following persons for this committee: Mayor John Brownback, President Bill Feese, Wendy Hastings, Liz Johnson, Cathy Wise, and Mike Scarry, and a Fire Company designee. Appointment of this committee is within the power of the Council President and is noted here for general information.
- Wendy Hastings has indicated her desire to retire from her Emergency Management Coordinator position. The opening of this voluntary position has been advertised, both informally and formally. As a result, a candidate has responded and has been interviewed by Bill Feese, Rick Liebert, and Wendy Hastings. He is an Eagles Mere property owner and lives permanently within 30 minutes of town. He has worked in the emergency planning and response field professionally for Three Mile Island operator, has a Masters in Emergency Management and is excellently qualified. President Feese asks for confirmation to appoint Doug Steck to the position and this was moved by Dennis Craig and seconded by Tom Graff. The motion passed.
- Council has discussed Borough road projects for 2023 and included funds in the 2023 budget for such work. The project to improve drainage on Sullivan Ave followed by repaving the street from Jones Ave to Geyelin Ave has been reviewed by the Infrastructure Committee and by PennDoT. Our PennDoT representative has drawn up the specs and materials required and prepared bid documents. Approval to proceed with this project and to advertise for bids, to be opened at the April 3, 2023 meeting, is requested. Funds offered by a resident will cover the paving portion of the project and the Borough will be responsible for the drainage correction and improvement portion. If approved, the advertisement will appear in the March 15, 2023 issue of the Sullivan Review. A motion was made by Jim Way and seconded by Tom Graff to proceed with the project and to place the needed advertisement, The motion passed.

- Bill Feese discussed the *Summit Center for Wellness* that has been proposed for development near Laporte. He suggested that the Borough write a letter to the Loyalsock Foundation, the entity spearheading the program, indicating support for their efforts. Dennis Craig moved, and Tom Graff seconded that the Borough should such send a letter of support to the Loyalsock Foundation to assist with their fundraising efforts. The motion passed. (A copy of the letter sent is attached to these minutes.)

Workshops/Conferences-

- PSAB Annual Conference - June 4-7, 2023. Several Council persons are scheduled to attend portions of the event.

Payment of Bills- Approval to pay the bills (as reviewed) for the Borough was moved by Kathy McCorkle and seconded by Dennis Craig. The motion passed.

Executive Session- At 7:50 pm, President Feese called for an executive session of Council for the purpose of discussing Personnel issues.

Return to Regular Session- Council returned to regular session at 8:07 pm. There was no action necessary following the Executive Session for discussion of Personnel issues.

Adjournment- The meeting was adjourned by the President at 8:20 pm.

Respectfully Submitted,

David R. Carson
Secretary/Treasurer