

Eagles Mere Borough

AGENDA

September 6, 2022

Regular Monthly Meeting (held as advertised on Tuesday because of Labor Day)

Time: 7:00 pm

Location: Borough Hall

William Feese, Louise Middleton, Dennis Craig, Tom Graff, 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.

(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)

Motion to Revise the Published Agenda: (if needed)

Public Issues & Comments:

Ratification: Council must ratify the need for, and the business conducted at, the Special Emergency Meeting held on August 22, 2022. This meeting was necessary in order to respond to a Court Order to appear In Re: Petition of the Citizens of Eagles Mere. [*Motion needed*]: The need to hold this meeting on an unadvertised and emergency basis was appropriate and is confirmed and the actions taken, as documented in the minutes, are ratified.

Minutes: Approve the draft of the August 1, 2022 Regular Meeting minutes. Approve the draft of the August 22, 2022 **Special Emergency Meeting** minutes. Copies of both documents are included with the Agenda.

Treasurer's Report:

- Interim reports sent with agendas. Reports are through August 31, 2022.

Open Records/Right to Know Officer:

- No requests received.

Zoning & Ordinance Officer report:

- The Zoning Hearing Board met on August 18, 2022 to act on a submitted request for a Zoning Variance for 101 Lakewood Avenue owned by Ed and Tara Grunde-McLaughlin. The owners want to renovate the home and add an additional bedroom. The proposed bedroom will extend into the side yard setback. The Hearing was attended by the Board, the ZHB Solicitor, the architect representing the owners, and two gallery observers. After reviewing the issues, learning of the options and hardships, and

Eagles Mere Borough AGENDA

receiving the support and approval of the impacted neighbor, the ZHB approved the variance by a vote of 3-0.

Street Superintendent Report:

Mayor's Report:

Emergency Management Coordinator's report:

Points of Interest and Information from the Secretary:

- There were no Real Estate transfers in for July.
- The Borough has received a distribution of fines in the amount of \$150 from the District Court.
- The Borough's Sewage Enforcement Officer, Paul Baran, has approved an Application to repair and replace an on-lot sewage disposal system for a property beyond the Authority's system. The existing system no longer performs adequately.
- The annual meeting of the *Masonite In Lieu of Taxes Trust Fund* was held at the Courthouse in August. The Borough has received \$.03 as its share of funds from the trust established to distribute payments from the Masonite Trust created when timber lands were sold to the PA Game commission.
- The Secretary Treasurer attended the recent Annual Conference of the Pennsylvania Association of Municipal Administrators. This group includes people in similar positions in Pennsylvania in Cities, Townships and Boroughs. The meeting was educational and worthwhile. Dave Carson was elected to the 12 person Board of Directors of the Association for a two-year term.

Committees:

Finance-

- Interim financial reports through August 31, 2022 are attached to this Agenda.
- The Finance Committee continues to work on a plan for input of all financial data, exclusive of payroll, into the Borough's financial accounting system. Specific hardware and software needs continue to be identified.

Infrastructure-

- The committee has been asked to review the issue of fog lines on Mt. View Lane and the installation of signs warning of pedestrian traffic on lower Laporte Ave. The Committee also discussed the bid results for Phase 1 of the Clay Ave project and of seeking grants for Phase 2 of this project. Potential budget requests of 2023 have also been reviewed.

Museum-

- The Museum is now open each Saturday and Sunday, 11:00 am to 4:00 pm.
- The Museum has received notice of a bequest of \$10,000 from the estate of Joanne Wise.

Ordinance- No actions

Personnel- No activity

Eagles Mere Borough AGENDA

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

Continued Business:

- The bid opening for Phase 1 of the Clay Ave took place on August 30, 2022 as advertised in the bid documents. There were two responding contractors. A representative from one was present in addition to Eric Casanave of Stiffler McGraw, Mark Waltz representing the EMA, and Dave Carson of Eagles Mere Borough. Glenn O. Hawbaker, Inc. bid \$75,173.00 and MR Dirt, Inc bid \$59,750.00. The bids are being analyzed by Stiffler McGraw and their recommendation of the lowest responsive bid will be available for the Council meeting on September 6, 2022. *[A motion to accept the bids and approve the contract will be needed.]*

New Business:

- The Eagles Mere Country Club and the Eagles Mere Conservancy have reached an agreement to sell portions of the EMCC lands to the Conservancy. The land is for non-building, conservancy use and the Borough is asked to execute a DEP form "Request for Planning Waiver and Non-Building Declaration" concurring with this waiver and declaration as to the future use of the land. *[Motion to approve and to authorize signing needed.]*
- A citizen of the Borough has filed a petition with the Court of Common Pleas asking that a Referendum be placed on the November ballot to say "Should the total number of members of council for the borough of Eagles Mere be reduced from seven(7) to three(3)?" *[Motion needed]* The current Council needs to declare its position on this issue and also to authorize use of Borough resources to communicate with residents (in the form of verbal, written, and electronic, and possible advertising methods), postage expenses, and other steps appropriate to support its position and to explain the wisdom or lack thereof of the issue, and the potential consequences of approving this referendum. (A copy of the pertinent section of the PA Statutes is attached.)
- Berkheimer is the tax collector for earned income taxes in Sullivan County. Our agreements with them still list Kay Wilson as the authorized representative for Eagles Mere. *[Motion needed]* A motion is needed to change this person from Kay Wilson to Secretary Treasurer. Use of the job title rather than a name is requested by Berkheimer to avoid problems with future turnover.

Workshops/Conferences-

- None scheduled

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

Adjourn the meeting at _____ pm.