

**BOROUGH OF PICTURE ROCKS**  
**P.O. BOX 410**  
**PICTURE ROCKS, PA 17762**  
**570-584-6362**  
[picturerocksborough@comcast.net](mailto:picturerocksborough@comcast.net)

January 6, 2020

The Picture Rocks Borough Council met in regular session with the following members present. Kacey Hess, Gary Hockenberry, Eugene Otterbein, Sr., Chris Smith, Linda Sosniak, Nancy Dorman and Mayor David Bender.

Mayor David Bender called the reorganizational meeting of the Picture Rocks Borough Council to order with the Pledge of Allegiance and a moment of silent meditation.

Council Reorganization.

Nominations for borough council president.

Eugene Otterbein nominated Linda Sosniak for president, seconded by Chris Smith.

Being no other nominations from the floor, Linda Sosniak was elected president of borough council.

President Linda Sosniak continued the January 6, 2020 regular council meeting.

Nominations for borough council vice president.

Eugene Otterbein nominated Chris Smith for vice president, seconded by Linda Sosniak.

Being no other nominations from the floor, Chris Smith was elected vice president of borough council.

Nomination for president pro tem.

Chris Smith nominated Eugene Otterbein, seconded by Nancy Dorman.

Being no other nominations from the floor, Eugene Otterbein was elected president pro tem.

## Vacant Member Borough Council

Secretary reported that we received (2) names for consideration for the open position on borough council, Matthew Charles and Justin Shelinski. A motion was made by Eugene Otterbein and seconded by Chris Smith to nominated Justin Shelinski for the (2) year opening on borough council. Motion carried.

## Appointments Borough Positions

Borough Solicitor –A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint McCormick Law Firm to a (1) year term as borough solicitor. Motion carried.

Borough Engineering Firm – A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint Larson Design Firm to a (1) year term as borough engineering firm. Motion carried.

Borough Code Enforcement Officer Act 45 PA Uniform Construction – A motion was made by Chris Smith and seconded by Eugene Otterbein to appoint Code Inspections, Inc. to a (1) year term as borough code enforcement officer – Act 45 PA Uniform Construction for fiscal year 2020. Motion carried.

Borough Zoning Officer – A motion was made by Chris Smith and seconded by Eugene Otterbein to appoint Code Inspections, Inc. as borough zoning officer for fiscal year 2020. Motion carried.

Borough Zoning Board - A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint Melinda Bender to a (4) year term 2020 – 2023 on the zoning hearing board. Motion carried.

A motion made by Eugene Otterbein and seconded by Nancy Dorman to appoint J. R. Rishel to a (2) year term 2020 - 2021 on the zoning hearing board. Motion carried.

Auditor - A motion was made by Eugene Otterbein and seconded by Nancy Dorman to appoint Diane Buck to a (2) year term as borough auditor 2020 – 2021. Motion carried.

Sewage Enforcement Contract – A motion was made by Chris Smith and seconded by Eugene Otterbein to approve the contract of SEO Services, Jami Nolan as borough sewage enforcement officer for fiscal year 2020. Motion carried.

Planning Commission – A motion was made by Eugene Otterbein and seconded by Nancy Dorman to appoint David Bell to a (4) year term 2020 – 2023 on the planning commission. Motion carried.

A motion was made by Chris Smith and seconded by Eugene Otterbein to appoint Terry Shaner to a (4) year term 2020 – 2023 on the planning commission. Motion carried.

Appointments Borough Positions.

A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint Mrs. Erin Shelinski to a (2) year term 2020 – 2021 on the planning commission. Motion carried.

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to appoint Glenn Trick to a (2) year term 2020 – 2021 on the planning commission. Motion carried.  
Appointments to Borough Positions Continued.

Representative to West Branch Council Governments - A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint William Dorman, borough secretary, as borough council representative on the West Branch Council of Governments Board for fiscal year 2020. Motion carried.

Alternate Zoning Hearing Board – A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint Mrs. Ann Hartman to a (2) year term 2020 -2021 on the alternate zoning hearing board. Motion carried.

Vacancy Board Chairman – A motion was made by Eugene Otterbein and seconded by Chris Smith to appoint David Hitesman to a (2) year term 2020 – 2021 as vacancy board chairman. Motion carried.

Re-Open 2020 Budget – Being no changes voiced by council, the 2020 budget will stand as adopted at the December 6, 2019 council meeting.

Minutes December 2, 2019 – A motion was made by Eugene Otterbein and seconded by Nancy Dorman to approve the December 2, 2019 council minutes as presented. Motion carried.

Treasurer’s Report -	General Fund	\$ 195,955.24
	Highway Fund	14,439.29
	Act 13 Impact Fee	28,984.64

A motion was made by Nancy Dorman and seconded by Eugene Otterbein to accept the January 6, 2020 treasurer’s report as presented and file for audit. Motion carried.

Following bills presented for consideration at the January 6, 2020 council meeting.

PA State Assoc. Boroughs	2020 Annual Dues	\$ 162.00
Sun Gazette	Budget & Taxes	275.00
East Lycoming Shopper	Veterans Day	30.00
Lockard Agency, Inc.	Treasurer Bond	533.00
UGI Utilities	Gas Heat	138.02
Ron’s General Cleaning	December Janitorial Services	40.00
William N. Dorman	2020 Intuit QuickBooks Payroll	230.00

Bills Continued.

Green Valley Trucking	Snow Removal Nov. & Dec. 2019	849.00
Hughesville Borough	Police Report December	3,342.15

Following bills paid since the December 2, 2019 council meeting.

East Lycoming Recreation	2019 Budget	500.00
Koz,s Landscaping	Mowing October & November	495.00
Code Inspections Inc.	Hearing & Permit	90.00
Abby Sign Co.	Christmas Lights	120.00
Grover Heights P & H	Service Heating System	80.00
Koz's Landscaping	Trim Creek Bank	1,300.00
State Workers Ins. Fund	Workers Comp. Fire Co.	565.00
Windstream	Telephone Bill	68.57
P P & L	Monthly Electric Bills	978.38
Marco. Technologies	Copier Expenses	57.73

A motion was made by Chris Smith and seconded by Kacey Hess to pay bills presented for payment and approving the bills that have already been paid since the December 2, 2019 council meeting. Motion carried. Nancy Dorman abstained from voting on the bills to be paid due to a family member listed as payee on the bills.

Correspondence list December 3, 2019 – January 6, 2020 with addition.

From: East Lycoming Receptions Authority  
Subj: Thank you letter & 2019 Activities.

Standing Committee Reports

Street – Secretary reported that we have been salting the roads prior to an anticipated snow or freezing rains. This procedure saves the borough time & cost when it comes time to plow the roads.

Police Chief Report – Council reviewed the December police report. In the period of November 25, 2019 and December 31, 2019 there were a total of (12) incidents reported in the borough. Secretary reported that we collected a total of \$1,114.85 in fines for 2019, compared to \$716.49 in 2018.

Borough Reports.

Lycoming Recreation Authority – Bruce Little, borough representative for the East Lycoming Recreation Authority, was present and briefed council members on the ongoing projects of the authority.

Borough Reports Continued.

Representative West Branch COG – Secretary reported the next meeting of the COG will be January 21, 2020.

Adjournment – Being no further business, a motion was made by Eugene Otterbein and seconded by Gary Hockenberry to adjourn the meeting.

## PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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February 3, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Justin Shelinski, Kacey Hess, Gary Hockenberry, Linda Sosniak, Chris Smith, Eugene Otterbein, Sr., Nancy Dorman and Mayor David Bender.

Guest - Fire Chief Larry Ryder, Jr. and Allan Little

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Minutes January 6, 2020 - A motion was made by Eugene Otterbein and seconded by Nancy Dorman to approve the January 6, 2020 minutes with corrections. Motion carried.

Treasurer's Report -	General Fund	\$ 186,850.75
	Highway Fund	14,458.24
	Act 13 Impact Fee	29,022.68

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the February 3, 2020 treasurer's report as presented and file for audit. Motion carried.

Following bills were presented for consideration at the February 3, 2020 council meeting.

Williamsport Sun-Gazette	Meeting Dates 2020	\$ 129.75
American Rock Salt Co.	Bulk Ice Control Salt	* 1,572.93
East Lycoming Shopper	Veterans Day	98.08
Beckoning Cat Project	Beverly Lowe Voucher	25.00
P P & L	Final Christmas Lights 2019	44.21
UGI Utilities	Gas Heat Borough	156.15
Marco Technologies	Copier Expense	55.22
Ron's General Cleaning	January Janitorial Services	40.00
Hughesville Borough	January Police Report	2,164.40
Green Valley Trucking	January Snow Removal Work	*2,263.25
West Branch COG	2020 Dues & Assessment	79.80

Following invoices paid since the January 6, 2020 council meeting.

Austin J. Salmon	Refund Sewage Permit #Z200617	251.80
Picture Rocks Hardware	Iron Out & Toilet Brush	18.98
Abby Signs Co.	Take Down Christmas Lights	120.00
James Armstrong	2019 Tax Forms	73.00
State Workers Ins. Fund	Fire Co. Workers Comp.	565.00

Invoice paid since January 6, 2020 council meeting continued.

PSAB	(6) Magazine Subscriptions	60.00
Postmaster	(1) Year Box Rental	126.00
P P & L	Monthly Electric Bills	1,198.18
Windstream	Monthly Telephone	30.70
Ron's General Cleaning	(2) Months Janitorial Services	80.00

\*Pay From Highway Account

A motion was made by Eugene Otterbein and seconded by Chris Smith to pay bills presented for payment and approving the bills that have already been paid since the January 6, 2020 council meeting. Motion carried.

Correspondence – No Correspondence received in January

Standing Committee Reports

Streets – Secretary reported that we have had several nuisance storms that required salting & cindering, particularly the Center Street Bridge, Boston Road and Cemetery Road.

Fire Chief – Chief Larry Ryder reported that in 2019 the fire company responded to (196) EMS calls and (126) fire calls which (19) fire calls were in the borough.

Police Chief Report – Council reviewed the January police report. In the period of January 1, 2020 and January 28, 2020 there were a total of (6) incidents reported in the borough.

New Business

Appointment Chris Mann Alternate Zoning Hearing Board –A motion was made by Kacey Hess and seconded by Eugene Otterbein to appoint Chris Mann to a (2) year term on the alternate zoning hearing board. Motion carried.

Borough Reports.

Zoning Officer – Secretary reported that the zoning officer is currently investigating complaints of garbage on properties located on Main Street and Elm Street.

Emergency Management Coordinator - Allan Little, borough emergency management coordinator, reported that he is working on the borough's annual report.

Representative West Branch COG – Secretary reported the next COG meeting will be held on February 18, 2020. Oiling & chipping bids will be opened at the May COG meeting.

Individual Council Members – President Sosniak welcomed new members, Gary Hockenberry and Justin Shelinski, as members of borough council.

Being no further business, a motion was made by Gary Hockenberry and seconded by Nancy Dorman to adjourn the meeting. Motion carried.

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March 2, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Justin Shelinski, Kacey Hess, Linda Sosniak, Chris Smith, Eugene Otterbein, Sr., Nancy Dorman and Mayor David Bender.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Minutes February 3, 2020 - A motion was made by Nancy Dorman and seconded by Eugene Otterbein to approve the February 3, 2020 minutes as presented. Motion carried.

Treasurer's Report -	General Fund	\$ 191,374.77
	Highway Fund	10,640.76
	Act 13 Impact Fee	29,060.21

A motion was made by Eugene Otterbein and seconded by Chris Smith to accept the March 2, 2020 treasurer's report as presented and file for audit. Motion carried.

Following bills presented for consideration at the March 2, 2020 council meeting.

Marco Technologies	Copier Expense	\$ 55.22
Code Inspections, Inc.	Permit #LY/PR-20-0001 –Lightbourn	318.50
Windstream	Monthly Telephone Bill	91.16
American Rock Salt Co.	Bulk Ice Control Salt	*1,553.37
UGI Utilities	Gas Heat	150.44
Green Valley Paving	Snow Removal February	*624.00
Hughesville Borough	February Police Report	2,164.40
Ron's General Cleaning	February Janitorial Services	40.00

\*Pay From Highway Fund

Following invoices paid since the February 3, 2020 council meeting

USPS	(1) Roll Stamps	55.00
Stanley & Gray Printing	Mailing Envelopes	63.57
Picture Rocks Hardware	Misc. Maintenance Material	29.76
Staples	Copier Paper & Office Supplies	57.93
P P & L	Monthly Electric Bills	953.57

Invoices paid since February 3, 2020 council meeting continued.

State Workers Ins. Fund	Workers Comp Fire Company	565.00
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A motion was made by Chris Smith and seconded by Eugene Otterbein to pay bills presented for payment and approving the bills that have already been paid since the February 3, 2020 council meeting. Motion carried.

Police Chief Report – Council reviewed the February police report. In the period of January 29, 2020 and February 25, 2020, there were a total of (18) incidents reported in the borough.

New Business.

Costars Salt Contract for 2020 -2021– Secretary reported, that currently we have a full bin of at least 23 tons of salt in stock and we also have met our obligation to order minimum of 60 tons on the current year’s contract. After open discussion, a motion was made by Eugene Otterbein and seconded by Nancy Dorman to approve the participation in the DGS statewide contract for sodium chloride (road salt) for the August 2020 – July 2021 season in the amount of 100 tons. Motion carried.

Borough Reports.

Code Enforcement – Council discussed the on-going problems with the property located at the intersection of Elm Street and Factory Street. There is an accumulation of garbage and children play toys on the side porch and the yard. Secretary will contact Code Inspections, Inc. and determine when the date of compliance by the home owner is. If the home owner fails to comply, a hearing date will then be set up by the district magistrate’s office.

Representative East Lycoming Recreation Authority – Bruce Little, borough representative for the East Lycoming Recreation Authority, was present and stated that things were status quo as of this date.

Representative West Branch COG – Secretary reported that bids for aggregate will be opened at the March 17, 2020 meeting. The borough does not participate in this bidding. Secretary reported that oil & chip worksheets are due at the April meeting and bids then will be opened at the May 19, 2020 COG meeting. Secretary is awaiting a meeting with municipal services to review the roads that need to be considered for maintenance work in 2020.

Secretary/Treasurer – Secretary briefed council on the request by the Picture Rocks Baptist Church to install a handicap parking sign on Elm Street, the east side of the church building, close to the existing ramp leading to the side entrance of the church. The cost of the requested sign and installation would be at the church’s expense. Councilman, Eugene Otterbein believes there is state regulations concerning handicap signs required for public establishments and recommends that the secretary consult Code Inspections, Inc. on this matter. After additional discussion, permission was granted to the Picture Rocks Baptist Church to install the handicap sign, after consulting with Code Inspection, Inc. and agreeing with any requirements that they deem necessary to meet state regulations.

Mayor – Mayor Bender reported that he has made the necessary electrical repairs to the lighting system that supplies power to the flag pole located at the rte. 220 bridge. Council thanks him for this service.

Individual Council Members - Councilmen Eugene Otterbein announce that the Veterans-Memorial-Park of Picture Rocks, Inc. is participating in the Raise the Region program which will be held on March 11<sup>th</sup> thru March 12<sup>th</sup>. Donations are welcome.

Adjournment –Being no further business, a motion was made by Chris Smith and seconded by Eugene Otterbein to adjourn the meeting.

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Secretary

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April 6, 2020

The Picture Rocks Borough Council met in regular session with the following members present  
Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Gary Hockenberry, Justin Shelinski,  
Nancy Dorman and Mayor David Bender

Guest's: Larry Ryder- Fire Chief  
Allen Little – Assit. Fire Chief

The April 6, 2020 council meeting was conducted over telephonic/computer means.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Adoption Resolution 2020-01 - A motion was made Eugene Otterbein and seconded by Chris Smith to adopt Resolution #2020-01 setting the conduct of public meetings during the COVID-19 state of emergency. Roll call vote – All members present voted yes. Motion carried...

Minutes March 2, 2020 meeting - A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the March 2, 2020 minutes as presented. Roll call vote – All members present voted yes. Motion carried.

Treasurer's Report -	General Fund	\$ 196,127.29
	Highway Fund	37,871.85
	Act. 13 Impact Fee	29,095.67

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the April 6, 2020 treasurer's report as presented and file for audit. Roll call vote – All members present voted yes. Motion carried.

Following bills presented for consideration at the April 6, 2020 council meeting.

Code Inspections, Inc.	Complaint Elm Street	\$ 50.00
East Lycoming Shopper	Boy Scouts	30.00
Ron's General Cleaning	March Janitorial Services	40.00
UGI Utilities	Gas Heating	108.22
Hughesville Borough	March Police Report	2,705.50

Bills continued.

Following bills paid since the March 2, 2020 council meeting.

Lycoming County Prothonotary	Filing Fee 2019 Audit Report	\$ 14.75
Diane Buck	Auditor 2019 Borough Books	100.00
Jacquelyn Otterbein	Auditor 2019 Borough Books	100.00
Melinda Bender	Auditor 2019 Borough Books	100.00
Gardner's Tree Service	Cut & Grind Tree Stump Park	3,300.00
William N. Dorman	Postage 2019 Annual Audit Report	3.20
Staple's	Mailing Envelopes & Misc. Supplies	36.95
Lyc. Cty. Register & Recorder	Record Deed Bartlow Drive 2013-01	30.50
P P & L	Monthly Electric Bills	945.57
State Workers Ins. Fund	Fire Co. Workers Comp. #05970373	565.00
Marco Technologies	Copier Expense	55.22
Windstream	Telephone Bill	61.65
William N. Dorman	Norton Anti-Virus Computer	19.99

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to pay bills presented for payment and approving the bills that have already been paid since the March 2, 2020 council meeting. Roll call vote – All members present voted yes. Motion carried.

Eugene Otterbein and Nancy Dorman abstained from voting on the bills presented and bills paid since the March 2, 2020 council meeting because a family member was listed as a payee on those bills.

Correspondence list March 3, 2020 thru April 3, 2020 as presented.

#### Standing Committee Reports

Park & Property – Operations of Parks – Secretary reported that the annual fishing derby which was scheduled for May 3, 2020 was cancelled and re-scheduled for June 7, 2020 provided the coronavirus restrictions are removed by the governor.

Fire Chief – Chief Larry Ryder briefed council on the changes and operations procedure for the fire company due to the coronavirus that has hit the nation. These changes will remain in effect until lifted by the Governor of Pennsylvania.

Assit. Fire Chief - Allen Little briefed council on the various meetings that he has attended and will be attending which will directly involve the fire company operations procedure due to the coronavirus that has hit the nation.

Police Chief Report – Council reviewed the March police report. In the period of February 26, 2020 and March 31, 2020, there were a total of (14) incidents reported in the borough.

## New Business.

Adoption Resolution 2020-02 – A motion was made by Eugene Otterbein and seconded by Chris Smith to adopt Resolution #2020-02 which set the conduct of non-public meetings during COVID-19 state of emergency. Roll call vote – All members present voted yes. Motion carried.

Adoption Resolutions 2020-03 – A motion was made Eugene Otterbein and seconded by Gary Hockenberry to adopt Resolution #2020-03 which authorizes the borough manager to enter into contracts or agreements to maintain the continuity of borough operations during the COVID-19 state of emergency. Roll call vote – All members present voted yes. Motion carried.

Adoption Resolutions 2020-04 – A motion was made by Nancy Dorman and seconded by Eugene Otterbein to adopt Resolution #2020-04 to authorizing the borough manager to approve and pay invoices to maintain the continuity of borough operations during the COVID-19 state of emergency. Roll call vote – All members present voted yes. Motion carried.

Action 2020 Proposed Oiling & Chipping Roads Thru COG - A motion was made by Eugene Otterbein and seconded by Kacey Hess, authorizing the secretary to participate in the COG bidding contract for oiling & chipping of Center Street, Taylor Hill Road and Judy Lane. The secretary is authorized to spend up to \$26,000. for this work. Roll call vote – All members present voted yes. Motion carried.

Action Seal Cracks Center Street - Taylor Hill Road & Judy Lane – A motion was made by Eugene Otterbein and seconded Gary Hockenberry, authorizing the secretary to contract the seal cracks on Center Street – Taylor Hill Road and Judy Lane ,at estimated cost of \$4,000. Roll call vote – All members present voted yes. Motion carried.

Paul Exterior Home Improvement New Roof Pump Shed. - Secretary reported that material to install new roof for the pump shed is in storage at the enclosed pavilion. The actual cost will be \$1,750.00. Work will be started as soon as weather permits.

## Borough Reports.

Representative East Lycoming Recreation Authority – Councilman Eugene Otterbein reported that he was in contact with Mr. Little and he had nothing to report at this time.

Representative West Branch COG – Secretary reported that the April meeting of the COG was cancelled. The next meeting will be May 19, 2020 at which time the road bids will be opened.

Mayor - Secretary requested that the Mayor check out the flood lights at the 220 bridge site. As of this date they are not operating.

Individual Council Members.

Councilman Eugene Otterbein thanked Fire Chief Larry Ryder and Assit. Chief Allen Little for their service and the fire company during these trying times of the coronavirus which hit our nation.

Councilman Eugene Otterbein also thanked President Linda Sosniak for her work is setting up the telephonic/computer means in order to hold the April council meeting.

Adjournment – Being no further business, a motion was made by Chris Smith and seconded by Nancy Dorman to adjourn the meeting. Roll call vote –All member present voted yes. Motion carried.

#### PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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May 4, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Gary Hockenberry, Justin Shelinski, Nancy Dorman and Mayor David Bender.

Guest: Larry Ryder – Fire Chief  
Bruce Little – East Lycoming Recreation Authority

The May 4, 2020 Council meeting is conducted over telephonic/computer means.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Roll Call.

Mayor David Bender - Yes  
Linda Sosniak - Yes  
Chris Smith – Yes  
Eugene Otterbein – Yes  
Kacey Hess – Yes  
Gary Hockenberry – Yes  
Justin Shelinski – Yes  
Nancy Dorman – Yes

Minutes April 6, 2020 – A motion was made by Eugene Otterbein and seconded by Kacey Hess to accept the April 6, 2020 minutes with corrections. Roll call vote – All members present voted yes. Motion carried.

Treasurer' Report	General Fund	\$ 192,818.87
	Highway Fund	37,889.45
	Act 13 Impact Fund	29,109.87

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the May 4, 2020 treasurer's report as presented and file for audit. Roll call vote – All members present voted yes. Motion carried.



Following bills presented for consideration at the May 4, 2020 meeting.

Windstream	Telephone Bill	\$ 78.64
Code Inspections, Inc.	Permit & Complaint	508.23
Ron's General Cleaning	April Janitorial Services	40.00
UGI Utilities	Gas Heat	81.18

Following invoices presented for consideration at the May 4, 2020 council meeting.

Picture Rocks Hardware	Misc. Supplies	21.97
Sun-Gazette	Meeting Notices	53.44
East Lycoming Shopper	Audit Report	81.50
Dwight Dauberman	Cancellation Sewer Permit #Z2211022	890.00
Dwight Dauberman	Cancellation Sewer Permit #Z2211022	60.00
Paul's Home Improvement	New Roof Pump Shed At Park	1,750.00
State Workers Ins. Fund	Fire Company Workers Comp.	565.00
Marco Technologies, LLC	Copier Expense	55.22
SEO Services	Sewage Permit - Narber #Z22211021	330.00
P P & L	Monthly Electric Bills	926.93
SEO Services	Sewage Permit - Salman #Z00617 (2018)	216.20
Austin J. Salmon	Refund Sewage Permit #Z00617 (2018)	35.00
Timothy Wertz	Sweep Anti-Skid Roads & Park Maint.	150.00

A motion was made by Kacey Hess and seconded by Nancy Dorman to pay bills presented for payment and approving the bills that have already been paid since the April 6, 2020 council meeting. Roll call vote – All members present voted yes. Motion carried.

Correspondence list April 30, 2020 thru May 4, 2020.

From: Governor Tom Wolf  
Subj; Gov. Wolf Signs Senate Bill 841 to Provide Flexibility  
to Local Governments and Business.

Standing Committee Reports.

Street – Secretary informed council that he is waiting for Green Valley Paving to perform the sealing of cracks and pot hole work on borough streets.

Public Safety – Secretary reported that we have a large pine tree limb down in the park. Secretary will contact Gardner Tree Service to cut up the limb and haul away.

Standing Committee Reports Continued.

Sanitation & Health - Secretary reported that sewage pumping notices will be mailed out in June of 2020.

Fire Chief - Chief Ryder reported that he has nothing new to report concerning the coronavirus that has hit the nation. Chief also reported that the fire company will look and see if they have the necessary cable to remove the tree that is lodged in the Laurel Run stream. Chief also reported that the annual Mother's Day Dinner was cancelled for 2020.

Police Chief Report – Council reviewed the April police report. In the period of April 1, 2020 and April 28, 2020, there were a total of (6) incidents reported in the borough.

New Business – Lions Club Opinion Memorial Day Services - After open discussion, council decided that due to the coronavirus conditions, the Memorial Day Services should be cancelled in Picture Rocks for 2020.

Declaration of Disaster Emergency – A motion was made by Eugene Otterbein and seconded by Gary Hockenberry to approve the Declaration of Disaster Emergency, pursuant to provisions of Section 7501 of the Pennsylvania Emergency Management Services Code (35 PA C.S.A.). The declaration shall take effect immediately and has been voted that it will be extended for 90 days from the effective date. All members present voted yes. Motion carried.

Garbage Bags Picture Rocks Post Office - Secretary instructed to contact the Hughesville postmaster and request help in seeing that the bags be removed.

Council reviewed the letter from the Lycoming County Planning & Community Development concerning extending the face period of the 2020 borough taxes from June 30, 2020 to August 31, 2020. President Sosniak informed members that she was in contact with the county and council should await on what action the county decides. Council then could take action at the June 1, 2020 council meeting, based on what action the county takes.

Borough Reports. - Secretary reported that he is awaiting help from the code enforcement officer on several code violations in the borough. Hopefully once Governor Wolf announces changes on what the code people are permitted to address, the problems will continue.

Representative West Branch COG – Secretary reported that the COG will be opening the oiling and chipping bids on May 19, 2020.

Representative East Lycoming Recreation Authority – Bruce Little, borough representative, announced that the park is not open. Mr. Little also announced that (2) new members have been appointed to the board.

Adjournment – Being no further business, a motion was made by Nancy Dorman and seconded by Eugene Otterbein to adjourn the meeting. Roll call vote – All members present voted yes. Motion carried.

PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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June 1, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Gary Hockenberry, Justin Shelinski, Nancy Dorman and Mayor David Bender.

Guest: Bruce Little – Representative Easy Lycoming Recreation Authority

Michael Burger -2020 Census Bureau

The June 1, 2020 council meeting was conducted over telephonic/computer means

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Roll Call:

- A. Mayor David Bender
- B. Linda Sosniak
- C. Chris Smith
- D. Eugene Otterbein
- E. Kacey Hess
- F. Gary Hockenberry
- G. Justin Shelinski
- H. Nancy Dorman

Minutes May 4, 2020 meeting- Minutes special meeting May 19, 2020.

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to accept the May 4, 2020 minutes with correction and to accept the May 19, 2020 special meeting as presented. Roll call vote – All members present voted yes. Motion carried.

Treasurer's Report	General Fund	\$ 220,539.86
	Highway Fund	37,897.43
	Act 13 Impact Fee	29,116.00

A motion was made by Chris Smith and seconded by Nancy Dorman to accept the June 1, 2020 treasurer's report with correction and file for audit. Roll call vote – All members present voted yes. Motion carried.

Following bills presented for consideration at the June 1, 2020 council meeting.

Sokol, Inc.	Sweeping Streets	\$ 725.00
Windstream	Telephone Bill	75.03
Marco	Copier Contract	55.22
UGI Utilities, Inc.	Gas Heat	60.03
Hughesville Borough	May Police Report	2,164.40

Following invoices paid since the May 4, 2020 council meeting.

Hughesville Borough	April Police Report	2,164.40
Lycoming County	2020 Tax Bills	424.50
Gardner's Tree Service	Storm Damage Work Park	500.00
Postmaster	(1) Roll Postage Stamps	55.00
P P & L	Monthly Electric Bills	904.63
State Workers Ins. Fund	Fire Co. Workers Comp. Insurance	565.00
Picture Rocks Hardware	Caution Tape & Weed Killer – Park	20.97

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to pay bills presented for payment and approving the bills that have already been paid since the May 4, 2020 council meeting. Roll call vote – All members voted yes. Motion carried.

Correspondence list May 5, 2020 thru June 1, 2020 as presented.

## Standing Committee Reports.

Street – Secretary reported that he met with Bill Umpstead and reviewed the work that needs done. Secretary will continue to be in contact with Mr. Umpstead in order to get the work completed.

Parks & Property – Secretary reported that he is waiting for the briefing from our state governor, when Lycoming County will be in the green area and what restriction will be posted, before a decision will be made as to when the park will be opened.

Sanitation & Health – Secretary reported that pumping notices will be mailed out in the month of June .

Police Chief Report – Council reviewed the May police report. In the Period of April 29, 2020 and May 27, 2020 there were a total of (9) incidents reported in the borough.

Persons To Be Heard –Michael Burger – 2020 Census – Mr. Burger held a telephonic/computer presentation with council. Mr. Burger reviewed with the council, the need for a complete count of borough residents currently living in the borough and how it affects the economics of the borough and area. Secretary reported that he posted, in the post office the May 2020 United States Census 2020 Informational Update literature for residents to read.

Unfinished Business – Lycoming Sanitary Committee Pension Plan Request. Council discussed the letter written by former employee, Donna Lentz. In her letter she requested that the Borough's liability, in the amount of \$2,224.23 be paid. After open discussion, a motion was made by, Eugene Otterbein and seconded by Nancy Dorman to pay the \$2,224.23 with the stipulation that the Pennsylvania Municipal Retirement System acknowledge receipt of the Borough's payment of \$2,224.23, as payment in full from the Borough of Picture Rocks for their obligation in the matter of the pension plan for the employees of the Lycoming Sanitary Committee. Roll Call vote- All member present voted yes. Motion carried.

New Business – Road Bids Contract Thru COG – Secretary reported that the advertised bids were opened on May 26, 2020. Hammaker East was awarded the bids for the modified oiling & chipping which the borough was a participant. The total cost to the borough was \$21,474. The total was a savings to the borough of \$2,526., compared to the 2020 budgeted amount.

Councilman Chris Smith, requested that the water/mud hole located on Center Street be filled in with stone. Secretary reported that this work was included in the work that Green Valley Paving is scheduled to complete.

Borough Reports - Bruce Little, borough representative for the East Lycoming Recreation Authority, thru the telephonic/computer system, briefed council members on the ongoing projects of the authority.

Adjournment – A motion was made by Nancy Dorman and seconded by Justin Shelinski to adjourn the meeting. Roll Call vote – All members present voted yes. Motion carried.

## PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

**BOROUGH OF PICTURE ROCKS**  
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July 6, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Eugene Otterbein, Gary Hockenberry, Justin Shelinski, Nancy Dorman and Mayor David Bender.

Guest:            Bruce Little – Representative East Lycoming Recreation Authority

Larry Ryder – Picture Rocks Fire Company  
Alan Little – Picture Rocks Fire Company  
Richard Sprout – Picture Rocks Fire Company

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Minutes June 1, 2020 meeting.

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to accept the June 1, 2020 minutes as presented. Motion carried.

Treasurer's Report	General Fund	\$ 228,665.36
	Highway Fund	37,905.46
	Act. 13 Impact Fund	29,122.16

A motion was by Eugene Otterbein and seconded by Gary Hockenberry to accept the July 6, 2020 treasurer's report as presented and file for audit. Motion carried.

Following bills presented for consideration at the July 6, council meeting.

Code Inspections, Inc.	Permits & Complaint	\$ 90.00
Iola Lumber Co..	Cold Patch Road Work	246.62
Ron's General Cleaning	June Janitorial Services	40.00
UGI Utilities, Inc.	Gas Heat	24.76
Picture Rocks Fire Co.	Semi-Annual Budget	9,500.00
Grover Heights Pbg. & Htg.	Annual Service Air Conditioner	80.00
Hughesville Borough	June Police Report	2,543.17
Melinda Bender	Flowers – Parks	35.25



Following bills paid since the June 1, 2020 council meeting.

Fry's Fire Protection	Service Fire Extinguisher	45.40
Ron's General Cleaning	June Janitorial Services	40.00
Code Inspections, Inc.	Building Permit (Dauberman Pool)	307.54
Wolf Township	Mowing Roads	67.50
Williamsport Sun-Gazette	Meeting Notices	79.58
Marco Technologies	Copier Contract	55.22
Windstream	Monthly Telephone Bill	74.98
P P & L	Monthly Electric Bills	904.19
State Workers Insurance Fund	Fire Company Workers Comp.	568.00

A motion was made by Gary Hockenberry and seconded by Eugene Otterbein to pay invoices presented for payment and approving invoices that have already been paid since the June 1, 2020 council meeting. Motion carried.

Correspondence list June 2, 2020 thru July 6, 2020 as presented.

Standing Committee Reports.

Streets – Secretary reported that we are awaiting word from Hammaker East on date that they expect to be in areas to start work on the oil & chip road contract.

Sanitation & Health – Secretary reported that he sent out (18) pumping notices to residents of the borough. Residents have until September 1, 2020 to have their system pumped and be in compliance with borough and state mandates.

Fire Chief - Fire Chief Larry Ryder reported on routine business during the month.

Police Chief – Council reviewed the June police report. In the period of 5/28/2020 and June 30, 2020 there were a total of (24) incidents reported in the borough.

New Business.

Opening Advertised 2020-2021 Snow Removal Bid. –Following bid received from Green Valley Paving.

Hourly rate per vehicle for plowing/cindering/salting	\$79.00
Minimum call out time	0.00
Hourly rate for equipment needed heavy snow	
Dump Truck	60.00
Skid Steer	55.00
Backhoe/Loader	55.00
Additional Charges – loading salt & cinders	25.00

After open review, a motion was made by Eugene Otterbein and seconded by Justin Shelinski to award the 2020/2021 snow removal contract to Green Valley Paving  
Motion carried.

Discussion June 1, 2020 Motion to pay Lycoming Sanitary Committee Pension Plan Request- Secretary informed council that he was in contact with the borough solicitor, concerning the council approval, at the June 1, 2020 meeting, to pay the written request by former employee Donna Lentz to pay the Borough’s liability, in the amount of \$2,224.23. Borough solicitor, Christopher Kenyon stated that the Borough of Picture Rocks has no obligation to pay Ms. Donna Lentz request. After open discussion, and recommendation of the borough solicitor, a motion was made by Eugene Otterbein and seconded by Nancy Dorman to rescind the motion made at the June 1, 2020 council meeting to pay Ms. Donna Lentz request. Motion carried.

Secretary Request To Trim Trees/Brush North Side Borough Building - A motion was made by Eugene Otterbein and seconded by Nancy Dorman, authorizing the borough secretary to spend up to \$500. to trim trees/brush north side borough building and also trim (2) trees at the intersection of Nunn Lane and Route 220 North. Motion carried.

Approval Application County Aid Liquid Fuel – A motion was made by Eugene Otterbein and seconded by Justin Shelinski authorizing the secretary to make application for county aid in the amount of \$744.00. The funds will be released upon the completion of the 2020 borough road work thru the COG bidding process. Motion carried.

Borough Reports

Code Enforcement - Secretary reported that Borough Code Enforcement officer is taking action against the following borough resident who are in violations of borough ordinances.

Robert Ferrell – Weeds 70 North Main Street  
Joseph Reeder – Weeds 3 Elm Street

Daniel Johnson - Junk Cars 38 Center Street  
Daniel Conrad – Pool & Garbage Etc. 27 Elm St.

Borough Reports Continued.

Representative East Lycoming Recreation Authority – Bruce Little, borough representative for the East Lycoming Recreation Authority briefed council members on the ongoing projects of the authority.

Adjournment - A motion was made by Gary Hockenberry and seconded by Eugene Otterbein to adjourn the meeting. Motion carried.

#### PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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August 3, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Justin Shelinski, and Nancy Dorman.

Guest: Alan Little - Picture Rocks Fire Company  
Bruce Little – East Lycoming Recreation Authority

The August 3, 2020 council meeting is conducted over telephonic/computer means.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Roll Call:

Mayor David Bender – Absent  
Linda Sosniak – Yes  
Chris Smith – Yes  
Eugene Otterbein – Yes  
Kacey Hess – Yes  
Gary Hockenberry – Absent  
Justin Shelinski – Yes  
Nancy Dorman – Yes

Minutes July 6, 2020 – A motion was made by Nancy Dorman and seconded by Justin Shelinski to accept the July 6, 2020 minutes as presented. Roll call vote – All members present voted yes Motion carried.

Treasurer’s Report	General Fund	\$ 213,338.26
	Highway Fund	37,913.23
	Act 13 Impact Fund	37,114.98

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the August 3, 2020 treasurer’s report as presented and file for audit. Roll call vote – All members present voted yes. Motion carried.

Following bills presented for consideration at the August 3, 2020 council meeting.

UGI	Gas Heat	\$ 22.41
Ron’s General Cleaning	July Janitorial Services	40.00
Marco Technologies	Copier Expense	55.22
Windstream	Telephone	69.24
Code Inspections, Inc.	Permit & Complaint Letters	1,196.50
Hughesville Borough	July Police Report	2,110.29
Green Valley Paving	Pot Holes – Seal Cracks- 2 A Sub Base	3,020.05

Following bills paid since the August 3, 2020 council meeting.

Fred Hamm, Inc.	Disposal Service Park	275.00
Wolf Township	Mowing Borough Roads Berms	67.50
Berger Septic	Toilets Rental Park	135.00
Gardners Tree Service	Trim Trees Borough Bldg. & Nunn Lane	468.75
P P & L	Monthly Electric Bills	904.18
Williamsport Sun-Gazette	Snow Removal Bids	176.54
Picture Rocks Hardware	Light Bulbs Office	15.99

A motion was made by Eugene Otterbein and seconded by Nancy Dorman to pay invoices presented for payment and approving invoices that have already been paid since the July 6, 2020 council meeting. Roll call vote – All members present voted yes. Motion carried.

No Correspondence.

Standing Committee Reports.

Streets – Secretary reported that he expects Hammaker East any day to oil & chip roads.

Sanitation and Health - Secretary reported that sewage pumping notices were mailed to borough residents. Residents have until September 1, 2020 to submit proof of pumping invoices to the borough office.

Fire Chief – Ass’t Fire Chief Alan Little reported that the fire company was testing, this evening, at the Picture Rocks Park, a Turbo Jet pump and extended an invitation for council members to come over and observe how the system works.

Mr. Little reported, several residents have reported that due to the lack of rain this summer, they are having problems with their private water system. Council instructed the secretary to include in the newsletter requesting residents to conserve water by refraining from watering lawns, washing cars and watering gardens until the area receives ample rain to adjust the water table.

Police Chief Report – Council reviewed the July police report. In the period of July 1, 2020 thru July 28, 2020, there was a total of (11) incident reported in the borough.

New Business.

Resolution 2020-05 Extension Declaration of Disaster Emergency Passed May 4, 2020. After open discussion, a motion was made by Eugene Otterbein and seconded by Justin Shelinski to adopt resolution No. 2020-05 extending the Declaration of Disaster Emergency for a period of 90 days from the date of August 3, 2020. Roll call vote - All members present voted yes. Motion carried.

Approval Astra Insurance – 2020/2021 Insurance Package thru DGK Insurance. After open discussion, a motion was made by Nancy Dorman and seconded by Chris Smith to accept the DGK Insurance Package thru DGK for the period of September 10, 2020 thru September 10, 2021. Roll call vote – All members present voted yes. Motion carried.

Approval State Insurance Fund – 2020/2021 Workers Comp. Fire Co. After open discussion, a motion was made by Eugene Otterbein and seconded by Chris Smith to accept the State Insurance Fund proposal for the period of September 10, 2020 thru September 10, 2021. Roll call vote – All members present voted yes. Motion carried.

Approval State Insurance Fund - 2020/2021 Workers Comp. Employees – After open discussion, a motion was made by Nancy Dorman and seconded by Eugene Otterbein to accept the State Insurance Fund proposal for the period of September 10, 2020 thru September 10, 2021. Roll call vote – All members present voted yes. Motion carried.

Borough Reports.

Representative East Lycoming Recreation Authority - Bruce Little, borough representative for the East Lycoming Recreation Authority briefed members on the ongoing projects of the authority.

Individual Council Members – Councilman Eugene Otterbein, asked that due to the Coronavirus restrictions that are in effect, should the borough consider cancelling the annual Halloween festivity activities for 2020? Members should think about it and the decision will be made at the September council meeting.

Adjournment – A motion was made by Chris Smith and seconded by Eugene Otterbein to adjourn the meeting. All members present voted yes. Motion carried.

PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary

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September 24, 2020

The Picture Rocks Borough Council met in regular session with the following members present. Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Justin Shelinski, Nancy Dorman and Mayor David Bender.

The September 24, 2020 council meeting is conducted over telephonic/computer means.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of allegiance and a moment of silent meditation.

Roll call:

- A. Mayor David Bender – Yes
- B. Linda Sosniak – Yes
- C. Chris Smith – Yes
- D. Eugene Otterbein – Yes
- E. Kacey Hess – Yes
- F. Gary Hockenberry – Absent
- G. Justin Shelinski – Yes
- H. Nancy Dorman – Yes

New Business.

Liability Release Application For An On-Lot Sewage Disposal System Permit.

Discussion concerning the request of Mr. Patrick Fortin, owner of property located at 153 Water Street, Picture Rocks, Pa. Mr. Fortin is requesting a well water waiver by reason that the existing well isolation distance is not 100 feet as per regulations. Well isolation distance is 85 feet from well to drain field and 25 feet from well to septic.

A motion was made by Eugene Otterbein and seconded by Justin Shelinski that Mr. Fortin does hereby release, acquit, hold harmless and forever discharges the designer, SEO and Picture Rocks Borough from all known, unknown due to the isolation distance of the well being less than 100 feet. Roll call vote – All members present voted yes. Motion carried.

Picture Rocks Trick - Or-Treating. After open discussion, a motion was made by Eugene Otterbein and seconded by Chris Smith, due to the threat of COVID-19, trick-or-treating in the Borough of Picture Rocks will be in accordance with CDC guidelines. There will not be an open house at the Borough Office. The Halloween coloring contest will take place. Trick-or-treating will be permitted on October 31<sup>st</sup>, from 6-8 PM. Households that wish to participate in trick-or-treating are asked to turn their porch lights on. All participants do so at their own risk. Roll call vote – All members present voted yes. Motion carried.

Adjournment – A motion was made by Eugene Otterbein and seconded by Justin Shelinski to adjourn the meeting.

## PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary



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October 5, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Gary Hockenberry, Justin Shelinski, Nancy Dorman and Mayor David Bender.

Guest: Richard Sprout - Picture Rocks Fire Company.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Minutes September 8, 2020 – A motion was made by Eugene Otterbein and seconded by Justin Shelinski to accept the September 8, 2020 minutes with correction. Motion carried.

Minutes September 24, 2020 – A motion was made by Gary Hockenberry and seconded by Eugene Otterbein to accept the September 24, 2020 minutes with correction. Motion carried.

Treasurer's Report	General Fund	\$ 213,353.86
	Highway Fund	19,929.29
	Act 13 Impact Fund	37,131.13

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the October 5, 2020 treasurer's report as presented and file for audit. Motion carried.

Following bills presented for consideration at the October 5, 2020 council meeting

Ron's General Cleaning	September Janitorial Services	\$ 40.00
UGI Utilities	Gas Heat	22.41
Windstream	Monthly Telephone Bill	61.62
Hughesville Borough	Police Report September 2020	2,164.40

Following invoices paid since the September 8, 2020 council meeting.

Berger Sanitation	Toilets Park	\$ 135.00
Craig A. June	Sewer Permit Test- Fortin	180.00

Invoices paid since September 8, 2020 continued.

Koz's Landscaping	lawn Mowing April-August	2,720.00
Fred Hamm, Inc.	Garbage Park August	275.00
P P & L	Monthly Electric Bills	920.67
State Workers Ins. Fund	Fire Company Workers Comp.	1,292.00
State Workers Ins. Fund	Employees Workers Comp.	5.00
Marco Technologies	Monthly Copier Expense	58.07
Code Inspections, Inc.	Derhammer #LY/PR 20-0018	40.00
USPS	Postage – Right To Know Material	3.00
USPS	(1) Roll Postage Stamps	55.00
Picture Rocks Fire Co.	2020 Fireman Relief Monies	3,386.51

A motion was made by Chris Smith and seconded by Nancy Dorman to pay invoices presented for payment and approving invoices that have already have been paid since the September 8, 2020 council meeting. Motion carried.

Correspondence - No correspondence presented.

Standing Committee Reports.

Parks & Property - Park is official closed for the season. Well water system needs to be drained.

Sanitation and Health – Secretary reported that all home owners who received notification to pump their septic systems are in compliance.

Fire Chief – Richard Sprout, representing the fire company, reported that Al Little is now acting fire chief. Mr. Sprout also reported that the fire company is down \$70,000. in revenue for the fiscal year 2020, due to the coronavirus restrictions that are in effect.

Police Chief Report – Council reviewed the September police report. In the period of September 1, 2020 thru September 29, 2020 there was a total of (21) incidents reported.

## New Business.

Halloween Trick-Treat 2020 – After open discussion, council agreed that due to the threat of COVID-19, trick-or-treating in the Borough of Picture Rocks will be in accordance with CDC guidelines. There will not be an open house at the Borough Office. The Halloween coloring contest will take place. Trick or treating will be permitted on October 31<sup>st</sup> from, 6 – 8 PM. It is recommended that all participants wear the appropriate face coverings and maintain social distancing. Households that wish to participate in trick – or treating are asked to turn their porch lights on, prepare treats, enclosed in individual bags and place the treats in a safe, easily accessible location either on their porch or at the end of their walkway or driveway. All participants do so at their own risk.

Junior Council Persons Application –Dominick Spencer – 273 Center Street –President Sosniak reviewed with council, the application submitted by Mr. Spencer for appointment as a Junior Council Person on the Picture Rocks Borough Council. After open discussion, a motion was made by Eugene Otterbein and seconded Nancy Dorman to appoint Dominick Spencer as a Junior Council Person on the Picture Rocks Borough Council. The term will be November 2020 thru June 2021. Motion carried.

1<sup>st</sup>. Reading 2021 Borough Budgets – Secretary reviewed with council the 1<sup>st</sup>. reading of the proposed 2021 budgets. The proposed General Fund 2021 budget does not include a tax Increase for 2021. The proposed Highway Fund 2021 budget includes the actual state funding for 2021. The proposed Act 13 budget does not include anticipated funding for 2021. The amount budgeted for Act 13 is the anticipated balance carried over from 2020. Secretary will submit a second reading for the November 2020 council meeting.

## Borough Reports.

Zoning Officer – Secretary reported that the zoning officer is investigating (3) borough residents for code violations.

Representative East Lycoming Recreation Authority - Bruce Little, borough representative for the East Lycoming Recreation Authority briefed members on the ongoing projects of the authority.

Representative West Branch COG – Secretary reported the COG next meeting is schedule for November.

Individual Council Members.

Councilman Eugene Otterbein reviewed with council the fund raising event for the Veterans Memorial Park of Picture Rocks. The event will be held October 14 & 15 at the Boscov's Department Store in Selinsgrove, Pa. The organization will receive 5% on your total purchases.

Adjournment – A motion was made by Gary Hockenberry and seconded by Justin Shelinski to adjourn the meeting. Motion carried.

PICTURE ROCKS BOROUGH

William N. Dorman  
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November 2, 2020

The Picture Rocks Borough Council met in regular session with the following members present: Linda Sosniak, Nancy Dorman, Eugene Otterbein and Chris Smith.

Guest: Dominick Spencer  
Richard Sprout – Alan Little Picture Rocks Fire Company  
Richard Smith – Mayor Hughesville Borough

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Administered Junior Council Person Pledge Dominick Spencer. –President Linda Sosniak administered the Junior Council Person Pledge to Dominick Spencer for his appointment to the position of Picture Rocks Junior Council Person, on the Picture Rocks Borough Council, effective November 2, 2020.

Minutes October 5, 2020 – A motion was made by Eugene Otterbein and seconded by Nancy Dorman to accept the October 5, 2020 minutes as presented. Motion carried.

Treasurer’s Report	General Fund	\$ 204,099.31
	Highway Fund	19,935.83
	Act 13 Impact Fee	37,138.74

A motion was made by Chris Smith and seconded by Eugene Otterbein to accept the November 2, 2020 treasurer’s report as presented and file for audit. Motion carried.

Following bills presented for consideration at the November 2, 2020 council meeting.

Marco Technologies	Monthly Copier Expense	\$ 58.07
UGI Utilities	Gas Heat	30.22
Ron’s General Cleaning	October Janitorial Services	40.00
Hughesville Borough	October Police Report	2,218.51
Bradco Supply Co.	Road Signs	249.92

Bills continued.

Following invoices paid since the October 5, 2020 council meeting.

Fred Hamm, Inc.	Park Garbage October	275.00
Picture Rocks Hardware	Iron Out - Tennis Nets & Park Supplies	31.53
Berger Septic	Toilets Park September	135.00
Williamsport Sun-Gazette	Council Meetings	70.93
Timothy Wertz	Volley Ball & Tennis Nets – Tables	140.00
Windstream	Monthly Telephone Expense	62.68
P P & L	Monthly Electric Bills	905.10

A motion was made by Eugene Otterbein and seconded by Chris Smith to pay invoices presented for payment and approving invoices that have been paid since the October 5, 2020 council meeting. Motion carried.

Hughesville Police Contract 2021 – Richard Smith, Mayor of Hughesville Borough reviewed with council the contents of the proposed Hughesville police contract for fiscal year 2021. Mayor Smith stated that due to increases to the borough for health insurance and a wage increase for the police department, they are requesting an increase of 3% in the hourly rate for fiscal year 2021 contract presented. No official action taken at this time.

Correspondence list October 6, 2020 thru November 29, 2020 with following additions.

From: Lycoming County Zoning  
2021 County Subdivision and Land Development Fees.

From: Eugene Otterbein  
2020 Halloween Open House & Coloring Contest Winners

Standing Committee Reports.

Street – Secretary reported that new street signs have been received and expects that they will be installed this week.

Parks & Property – Secretary reported that the Christmas lights have been checked and ready for installation. Secretary reported that (2) of the Christmas lights have LED bulbs. Secretary also reported that the well water system at the park has been winterized.

Fire Chief – Alan Little reported that he was elected as the new Fire Chief. Chief Little also reported that the fire company has responded to 109 fire & rescue incidents this year. Chief Little reported that the fire siren, placed in service in 1948, is currently out of service. Contractor is expected to check it in the coming week.

Police Chief Report – Council reviewed the October police report. In the period of September 28, 2020 and October 27, 2020 there was a total of (7) incidents reported.

#### New Business.

Review Proposed 2021 Budget Reading #2 – Secretary reported that he made several minor changes to the General Fund 2<sup>nd</sup> reading. There were no changes to the Highway or Act 13 budget. The final 2021 budget will be advertised for adoption at the December 7, 2020 council meeting.

Set 2021 Hourly Rate Secretary/Treasurer – A motion was made by Eugene Otterbein and seconded by Chris Smith to set the hourly rate for the Borough Secretary/Treasurer at \$18.54 per hour, effective January 1, 2021. Motion carried.

Nancy Dorman abstained from voting on the 2021 hourly rate approval for the secretary/treasurer due to a family member listed.

Zoning Ordinance Enforcement Contract – Secretary reported that he reviewed the Zoning Ordinance Enforcement Contract, with Code Inspections, Inc. The main difference from the previous contract will be that Picture Rocks Borough will now be charged \$60.00 fee per hour, was \$40.00 per hour, to investigate zoning complaints and for attendance at zoning board hearings. A motion was made by Eugene Otterbein and seconded by Nancy Dorman to approve the contract. Motion carried.

Hughesville Police Contract 2021 – After open discussion concerning the proposed contract presented by Hughesville Mayor Richard Smith, requesting an increase of 3% for the fiscal year 2021. A motion was made by Chris Smith and seconded by Eugene Otterbein to counter offer with a 2-1/2% for police protection for fiscal year 2021. Motion carried. Secretary instructed to contact Mayor Richard Smith with the counter offer of 2-1/2%.

#### Borough Reports.

Emergency Management Coordinator – Allan Little, borough coordinator requested the amount of money budgeted in 2020 for EMA equipment or supplies. Secretary reported that \$400. Is budgeted for 2020.

Mr. Little also informed council that the fire company is in need of a 43 inch monitor to be used at times in their meetings. Councilman Eugene Otterbein will contact several of the business that sell monitors and see what he can do.

Representative West Branch COG – Secretary reported that the next COG meeting will be January of 2021.

Adjournment – A motion was made by Eugene Otterbein and seconded by Nancy Dorman to adjourn the meeting. Motion carried.

PICTURE ROCKS BOROUGH

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Secretary



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December 7, 2020

The Picture Rocks Borough council met in regular session with the following members present: Linda Sosniak, Chris Smith, Eugene Otterbein, Kacey Hess, Gary Hockenberry, Justin Shelinski.

Guest: Allan Little – Fire Chief Picture Rocks Fire Company  
Diane Miller – Andrew Miller - Tammie Rudloft

The December 7, 2020 council meeting is conducted over telephonic/computer means.

The meeting was called to order by President Linda Sosniak, followed by the Pledge of Allegiance and a moment of silent meditation.

Roll call:

- A. Mayor David Bender – Absent
- B. Linda Sosniak – Yes
- C. Chris Smith – Yes
- Eugene Otterbein – Yes
- Kacey Hess – Yes
- Gary Hockenberry – Yes
- Justin Shelinski – Yes
- Nancy Dorman – Absent

Minutes November 2, 2020 Meeting – A motion was made by Eugene Otterbein and seconded by Chris Smith to accept the November 2, 2020 minutes with corrections. Roll call vote – All members present voted yes. Motion carried.

Treasurer’s Report	General Fund	\$ 206,159.35
	Highway Fund	19,940.05
	Act 13 Impact Fund	37,150.01

A motion was made by Chris and seconded by Eugene Otterbein to accept the December 7, 2020 treasurer’s report as presented and file for audit. Roll call vote – All members present voted yes. Motion carried.

Following invoices presented for consideration at the December7, 2020 council meeting.

Marc & Melvin Lewis	2020 Salt Bin Lease	\$ 1.00
Hughesville Public Library	2020 Annual Budget	500.00
Veterans Memorial Park	2020 Annual Budget	4,000.00
East Lycoming Recreation Authority	2020 Annual Budget	500.00
DGK Insurance	2020/2021 Insurance Package	2,967.00
UGI Utilities, Inc.	Gas Heat	56.34
Ron’s General Cleaning	November Janitorial Services	40.00
Hughesville Borough	October/November Police Invoice	2,110.29

Following invoices paid since the November2, 2020 council meeting.

Sam’s Club	43” TV For Fire Company	129.88
Timothy R. Wertz	Replace (6) Street Signs	175.00
Z & L Site Service	Spread 2-B Stone Park	227.50
State Workers Insurance Fund	Employees Workers Comp.	1.00
Holiday Design	Christmas Light & LED Bulbs	837.63
P P & L	Monthly Electric Bills	888.76
Picture Rocks Fire Company	Final Payment 2020 Budget	9,000.00
Marco Technologies	Copier Expense	58.07
Steve Waldman Electric Inc.	Repair Fire Siren	200.00
Windstream	Monthly Telephone Bill	61.73
SEO Service	Sewage Permit #Z78801	300.00

A motion was made by Chris Smith and seconded by Justin Shelinski to pay invoices presented for payment and approving invoices that have already been paid since the November 2, 2020 council meeting. Roll call vote - All members present voted yes. Motion carried.

Councilmen Eugene Otterbein abstained from voting on the bills to be paid and the bills already paid by the borough secretary at the borough council meeting held on December 7, 2020 because he was involved with bills presented.

#### Correspondence

From East Lycoming Recreation Authority  
Subj: Minutes October 1, 2020 - Agenda November 5, 2020

Fire Chief – Chief Allan Little reported that the fire siren was repaired and is in service.

Police Chief Report – Council reviewed the police report, covering the period of October 28, 2020 thru November 24, 2020. There was a total of (25) incidents reported in the borough.

#### New Business:

Adoption 2021 Budget – General Fund - Highway Fund – Act 13 Impact Fee – Secretary reported to council that the final budgets presented, shows no tax increase for 2021. A motion was made by Justin Shelinski and seconded by Eugene Otterbein to adopt the 2021 final budgets presented. Roll call vote – All members present voted yes. Motion carried.

East Lycoming Recreation Authority Board (5) Year Appointments. A motion was made by Eugene Otterbein and seconded by Kacey Hess to appoint Bruce Little and Thomas Zazalydriga to (5) year terms on the East Lycoming Recreation Board, representing the Picture Rocks Borough. Roll call vote-All members present voted yes. Motion carried.

Resolution Tax Rates for Fiscal Year 2021 – A motion was made Gary Hockenberry and seconded by Eugene Otterbein to adopt Resolution #2020-07. A resolution of the Borough of Picture Rocks, Lycoming County Pennsylvania, setting the General Fund real estate tax rate for fiscal year 2021.

- |                                      |             |
|--------------------------------------|-------------|
| 1. Tax rate for general purposes of  | 1.055 mills |
| on each dollar of assessed valuation |             |

New Business Continued.

- 2, For the purpose of road construction and maintenance on each dollar of assessed valuation. .5 mills

This resolution shall be effective January 1, 2021.

Resolution is a continuation of Ordinance 2018-01 enacted December 3, 2018 with no increase in millage

Roll call vote – All members presented voted yes. Motion carried.

Re-enact ½ of 1% Earned Income Tax per Act. 511 of 1965 - A motion was made by Chris Smith and seconded by Eugene Otterbein to approve the ½ of 1% Earned Income Tax per Act 511 of 1965 effective January 1, 2021. Roll call vote – All members present voted yes. Motion carried.

Approval meeting Dates 2021 – A motion was made by Eugene Otterbein and seconded by Kacey Hess to set the following meeting dates for 2021. All meetings will be held at the municipal building located at 113 N. Main Street. Meetings will begin at 7:00 PM.

Picture Rocks Borough Council

January 4 28	February 1 25
March 1 25	April 5 29
May 3 27	June 7 24
July 6 29	August 2 26
Sept. 7 30	October 4 28
Nov. 1 24	Dec. 6 30

Picture Rocks Planning Commission

January 27	February 24
March 24	April 28
May 26	June 23
July 28	August 25
Sept. 29	October 27
Nov. 23	Dec. 29

New Business Continued.

Street-Park & Properties-Public Safety-Sanitation & Health-Shade Tree

January	26	February	23
March	23	April	27
May	25	June	22
July	27	August	24
Sept.	28	October	26
Nov.	22	Dec.	28

Roll call vote –All members present voted yes. Motion carried.

2021 Police Contract Hughesville Borough – Secretary informed council that the Hughesville Borough declined the 2-1/2% counter proposal Picture Rocks Borough presented. After open discussion, a motion was made by Eugene Otterbein and seconded by Justin Shelinski to approve the contract with the 3% raise for 2021. Secretary is instructed to meet with Hughesville Borough and request some means of how many hours each month, they are spending on monitoring speeding on borough roads also the time they spent on the other miscellaneous items reported each month. Roll call vote – All members present voted yes. Motion carried.

Approval 2021 Agreement Picture Rocks Fire Co. – A motion was made by Chris Smith and seconded by Eugene Otterbein to approve the annual agreement with the Picture Rocks Fire Co. for fire protection effective January 1, 2021 thru December 31, 2021. All members present voted yes. Motion carried.

Adoption Robert’s Rules of Order for 2021 Council Meetings. – A motion was made by Eugene Otterbein and seconded by Gary Hockenberry to adopt Robert’s Rules of Order for 2021 council meetings Roll call vote - All members present voted yes. Motion carried.

Kelvin Cooper, resident of 83 Railroad, contacted the borough secretary and requested a P P & L street light be installed across the street from his resident on 83 Railroad Street. Mr. Cooper stated to the borough secretary, the request for the light was for security purposes. In open discussion, all council members present, reported they have viewed, in the dark hours, where the existing street lights are in operation and in their opinion, there is no need for another light. Council also stated that if Mr. Cooper has a need for the security light, it is his responsibility to purchase his own light.

New Business – Transfer Unexpended Balances to General Fund – A motion was made by Kacey Hess and seconded by Justin Shelinski to transfer all unexpended balance to the General Fund.

Roll call vote – All members present voted yes. Motion carried.

Borough Reports.

Emergency Management Coordinator – Allan Little, borough coordinator, reviewed with council his concerns on the coronavirus spreading thru out the county and in the borough.

Representing West Branch COG – Secretary reported that the next meeting will be on January 19, 2021.

Individual Council Members – Council person Kasey Hess thanked the secretary for the installation of the Christmas lights and that they looked nice.

Adjournment - A motion was made by Kasey Hess and seconded by Eugene Otterbein to adjourn the meeting. All members present voted yes. Motion carried.

PICTURE ROCKS BOROUGH

William N. Dorman  
Secretary